
REPORT OF STANDARDS COMMITTEE

MEETING HELD ON 11 SEPTEMBER 2007

Chairman: * The Right Revd Peter Broadbent

Councillors: * B E Gate * Joyce Nickolay
 * Mrs Kinnear * Phillip O'Dell
 * Jean Lammiman * Jeremy Zeid (3)

Independent Persons: † Ms Sheila Darr * Mr Mohammad Rizvi
 * Dr J Kirkland

* Denotes Member present
 (3) Denotes category of Reserve Member
 † Denotes apologies received

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES

 59. **Appointment of Chairman:**

RESOLVED: That the Right Reverend Peter Broadbent be appointed Chairman of the Standards Committee for the remainder of the Municipal Year 2007/2008.

 60. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Member:-

Ordinary Member
Reserve Member

Councillor Janet Cowan

Councillor Jeremy Zeid

 61. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

 62. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

 63. **Appointment of Vice-Chairman:**

RESOLVED: That the appointment of Vice-Chairman of the Standards Committee for the remainder of the Municipal Year 2007/2008 be deferred until the next meeting.

 64. **Minutes:**

RESOLVED: That the minutes of the Special meeting held on 1 March 2007, the Ordinary meeting held on 26 March 2007 and the Special meeting held on 23 April 2007, be taken as read and signed as correct records.

 65. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 19.

 66. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Committee Procedure Rule 16.

67. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 17.

68. **Establishment of Panels:**

The Director of Legal and Governance Services introduced the report which set out the requirement to establish and appoint Members to the Member Development Panel and Hearing Panel.

RESOLVED: That (1) the Member Development Panel and Hearing Panel be established and that Members be appointed to those Panels for the Municipal Year 2007/08;

(2) the Terms of Reference of the Committee and its Panels, as set out at Appendix 1 to these minutes, be noted;

(3) the Councillor membership of the Committee's Panels, as set out at Appendix 2 to these minutes, be confirmed;

(4) the nomination for Chairman of the Member Development Panel be confirmed;

(5) the Independent and Reserve membership to the Hearing Panel be agreed;

(6) it be noted that one of the Independent Members would be the Chairman of the Hearing Panel.

69. **Review of Complaints:**

The Director of Legal and Governance Services introduced the report which outlined the number of complaints made to the Standards Board for England and to the Monitoring Officer between August 2006 and August 2007.

RESOLVED: That the report be noted.

70. **Date of Next Meeting:**

RESOLVED: That the next Standards Committee meeting date of 17 December 2007 be noted.

(Note: The meeting, having commenced at 7.30 pm, closed at 7.38 pm).

(Signed) THE RIGHT REVD PETER BROADBENT
Chairman

APPENDIX 1STANDARDS COMMITTEETERMS OF REFERENCE

The Standards Committee will have the following powers and duties:

- (a) promoting and maintaining high standards of conduct by Councillors, co-opted members and “church” and parent governor representatives;
- (b) assisting Councillors, co-opted members and “church” and parent governor representatives to observe the Members’ Code of Conduct;
- (c) advising the Council on the adoption or revision of the Members’ Code of Conduct;
- (d) monitoring the operation of the Members’ Code of Conduct;
- (e) developing and recommending local protocols to the Council to supplement the Members’ Code of Conduct;
- (f) enforcing local protocols and applying sanctions in respect of breaches as appropriate;
- (g) advising, training or arranging to train Councillors, co-opted members and “church” and parent governor representatives on matters relating to the Members’ Code of Conduct;
- (h) granting dispensations to Councillors, co-opted members and “church” and parent governor representatives from requirements relating to interests set out in the Members’ Code of Conduct;
- (i) dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter which is referred by an Ethical Standards Officer to the Monitoring Officer;
- (j) to keep under review and amend, as appropriate, the Protocol on Councillor/Officer Relations;
- (k) to keep under review the Officer Code of Conduct and, after consultation with unions representing staff, make recommendations to Council for amendment or addition;
- (l) to receive reports and keep a general overview of probity matters arising from ombudsman investigations, Monitoring Officer reports, reports of the Chief Financial Officer and Audit Commission;
- (m) to have oversight of the Council’s whistleblowing policy;
- (n) to agree the policy for decisions on payments to those adversely affected by Council maladministration (under section 92 Local Government Act 2000)

HEARING PANEL**TERMS OF REFERENCE**

The Hearing Panel has the following powers and duties

To hear local determinations

MEMBER DEVELOPMENT PANEL**TERMS OF REFERENCE**

The Member Development Panel will have the following powers and duties:

- (a) to have oversight of the annual programme of member development;
- (b) to prepare and assist in the delivery of the induction of new Councillors following the Borough elections or any by-election;
- (c) to have oversight of the resources allocated for member development and make recommendations to Council for the appropriate resources for the member development function;
- (d) to liaise with external agencies providing development opportunities for members and procure their services as appropriate.

APPENDIX 2STANDARDS PANELS**MEMBER DEVELOPMENT PANEL (4)
(Non-Proportional)**

	<u>Conservative</u>	<u>Labour</u>
	(2)	(1)
<u>I. Members</u>	Jean Lammiman (CH) Paul Osborn	B E Gate Phillip O'Dell
<u>II. Reserve Members</u>	1. Mrs Myra Michael 2. Mrs Vina Mithani	1. Keeki Thammaiah 2. David Perry

**HEARING PANEL (5)
(Non-Proportional)**

	<u>Independent Persons</u>	<u>Conservative</u>	<u>Labour</u>
	(3) Chair + 2 Independent Members from the Pool	(1)	(1)
<u>I. Members</u>	Sheila Darr John Kirkland Mohammad Rizvi	Janet Cowan	Phillip O'Dell
<u>II. Reserve Members</u>	1. Rev Peter Broadbent	1. Joyce Nickolay	1. B E Gate

Membership Rules

- (1) The membership of The Standards Committee Hearing Panel, to hear local determinations will be five persons (comprising three Independent Persons and one Elected Member from each of the main political parties, within the Standards Committee Membership);
- (2) the quorum for the Panel hearing a local determination is 3, including at least one of the Independent Persons;
- (3) the Panel hearing a local determination must be chaired by one of the Independent Persons;
- (4) the Independent Person to fulfil the function in (3) be appointed by the Standards Committee;
- (5) Members attending a Panel be required to vote on a local determination and not be permitted to abstain.