

# Standards Committee Minutes

Date: 14 October 2014

Time: 6.16 - 6.30 pm

**PRESENT:** Councillor A D Collingwood (in the Chair)

Councillor Mrs J A Adey, Councillor D J Carroll, Councillor B R Pollock JP, Councillor J A Savage and Councillor R Wilson

**ALSO PRESENT:** G Houalla, Parish Councillor J Sherlock

Apologies for absence were received from Councillor I Bates, Parish Cllr Ms N Howard, Councillor Mrs G A Jones, M Pearce and Parish Cllr Mrs V Smith

## 7 DECLARATIONS OF INTEREST

There were no declarations of interest.

## 8 CHAIRMAN'S WELCOME

The Chairman welcomed Cllr Mrs Adey, who had recently been appointed to the Committee, to her first meeting.

Members were reminded of the decision of the Regulatory and Appeals Committee in July 2014, at which it was agreed that *'subject to the appropriate training being completed, standing deputies be permitted to serve on the Standards Committee and that all relevant consequential changes be made to the Constitution'*. The Chairman reported that four standing deputies had been appointed, and one nomination remained outstanding.

## 9 MINUTES OF PREVIOUS MEETING

**RESOLVED:** That the minutes of the meeting held on 3 June 2014 be approved as a true record and signed by the Chairman.

## 10 PROCESS FOR STANDARDS HEARINGS

The Committee received and noted a report which summarised the role of the Hearings Panels and processes supporting it, as set out in the Council's Arrangements for Dealing with Standards Allegations under the Localism Act 2011.

Members were reminded that a full description of the Hearings Panel process, including the way in which the Chairman should chair the meeting, and the order of proceedings, could be found at pages 5B-12 to 5B-21 of the Council's Constitution. It was agreed that a link to this section of the Constitution should be circulated to all members of the Committee and standing deputies following the meeting.

The District Solicitor presented the report, which covered the circumstances under which a Hearings Panel may be convened (i.e. following initial investigation and if local resolution has failed); the process by which the Hearings Panel would consider a complaint; and the sanctions which may be applied at either District or Parish level.

The Chairman highlighted the requirement for members of the Committee to maintain an up to date level of training in relation to standards matters, and that this included standing deputies, who may be required to consider standards complaints. Members were reminded that a training session by Peter Keith-Lucas of Bevan Brittan LLP would take place on Tuesday 28 October at 7pm in the Council Chamber. All members of the district council and representatives from the parish councils within the district had been invited and all members were encouraged to attend.

**RESOLVED:** That the process for Standards Hearings be noted.

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Chairman

**The following officers were in attendance at the meeting:**

Emma Lund - Democratic Services  
Julie Openshaw - District Solicitor