

A meeting of the **REFERRALS (ASSESSMENT) SUB COMMITTEE** will be held in **ROOM D6, THIRD FLOOR, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 6 OCTOBER 2009** on the rising of the Sub Committee adjourned from 3rd September and you are requested to attend for the transaction of the following business:-

APOLOGIES

1. MEMBERS' INTERESTS

To receive from Members declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda Item. Please see Notes 1 and 2 below.

2. GUIDANCE TO ASSIST ASSESSMENT OF CASE (Pages 1 - 4)

- ◆ Local Assessment Case Handling Chart; and
- ◆ Guidance received from the Standards Board for England on the conduct of an assessment.

3. EXCLUSION OF PRESS AND PUBLIC

To resolve:-

that the public be excluded from the meeting because the business to be transacted contains exempt information under paragraph 7(c) relating to the deliberations of a Sub-Committee of the Standards Committee established under the provisions of Part 3 of the Local Government Act 2000.

4. PRE-ASSESSMENT REPORT AND ENQUIRIES - CASE NO. 21 (Pages 5 - 28)

Enclosed pre-assessment report by the Monitoring Officer to which is attached various other correspondence/information to assist Members in assessing the case.

5. PRE-ASSESSMENT REPORT AND ENQUIRIES - CASE NO. 22 (Pages 29 - 40)

Enclosed pre-assessment report by the Monitoring Officer to which is attached various other correspondence/information to assist Members in assessing the case.

6. REFERRAL OF MATTERS TO MONITORING OFFICER FOR STEPS OTHER THAN INVESTIGATION - UPDATE ON CASES

Following recent decisions of the Referrals (Assessment) Sub-Committee and in accordance with paragraph 13(4)(c)(i) of the

Standards Committee (England) Regulations 2008, the Monitoring Officer reports that:

- ◆ Case Nos. 13 and 15 training on the Code of Conduct was presented to Godmanchester Town Council on 10th September 2009 and the Member subject to the original complaint (Councillor G M Wilson) was present in addition to 13 other Members of the Town Council; the Monitoring Officer ensured that the training session also covered the "Code of Recommended Publicity";
- ◆ Case No. 18 Councillor F Owens presented a written apology, the wording of which was agreed in advance with the Monitoring Officer, to Little Paxton Parish Council on 3rd September 2009. Councillor Owen also gave his assurance that such breaches would not recur; and
- ◆ Case No. 19 Councillor S Codling presented a written apology, the wording of which was agreed in advance with the Monitoring Officer, to Councillor F Owens and this has been accepted by the Member concerned.

Under paragraph 13 (6) of the Regulations, if the Sub-Committee is satisfied with the action taken by the Monitoring Officer, it shall give written notice to that effect to –

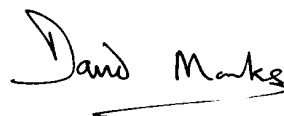
- ◆ the Member(s) who are the subject of the report;
- ◆ the person who made the original allegation;
- ◆ the Standards Committee of any other authority concerned; and
- ◆ any Parish Council concerned.

The Sub-Committee is requested to confirm whether they are satisfied that the Monitoring Officer has dealt with the matters listed in accordance with the directions received.

7. PRE ASSESSMENT REPORT AND ENQUIRIES - CASE NO 23
(Pages 41 - 56)

Enclosed, pre assessment report by the Monitoring Officer to which is attached various other correspondence/information to assist Members in assessing the case.

Dated this 29th day of September 2009



Notes

1. *A personal interest exists where a decision on a matter would affect to a greater extent than other people in the District –*
 - (a) *the well-being, financial position, employment or business of the Councillor, their family or any person with whom they had a close association;*
 - (b) *a body employing those persons, any firm in which they are a partner and any company of which they are directors;*
 - (c) *any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or*
 - (d) *the Councillor's registerable financial and other interests.*
2. *A personal interest becomes a prejudicial interest where a member of the public (who has knowledge of the circumstances) would reasonably regard the Member's personal interest as being so significant that it is likely to prejudice the Councillor's judgement of the public interest.*

Please contact Ms C Deller, Democratic Services Manager, Tel No 01480 388007/e-mail: Christine.Deller@huntsdc.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Sub-Committee.

Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk (under *Councils and Democracy*).

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Democratic Services Manager and we will try to accommodate your needs.

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.