

A meeting of the **STANDARDS COMMITTEE** will be held in **ROOM CVSO 1A, CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 7 JULY 2011** at **4:00 PM** and you are requested to attend for the transaction of the following business:-

A G E N D A

APOLOGIES

Contact

1. ELECTION OF CHAIRMAN

To elect a Chairman of the Committee for the ensuing Municipal Year.

2. MINUTES (Pages 1 - 4)

**C Deller
388007**

To approve as a correct record the Minutes of the meeting held on 3rd March 2011.

Further to Minute No. 39 and following support from the Council for the Committee's recommendation regarding the formulation of a national Code of Conduct, a letter has been sent to the Local Government Association to which a reply has yet to be received.

3. 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 Items – please see Notes 1 and 2 below.

4. APPOINTMENT OF VICE-CHAIRMAN

To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year.

(In recent years it has been the practice to appoint a Vice-Chairman from the independent Members and for that person to be subsequently appointed as Lead Member of the Referrals (Assessment) Sub-Committee. In a review of Members' Allowances, it was recommended (and approved by the Council) that the Independent Vice-Chairman of the Committee should receive an allowance equivalent to that payable were an elected Member appointed to the role – ie. £927.)

5. SUB-COMMITTEE APPOINTMENTS

(a) **Referrals (Assessment) Sub-Committee**

To appoint Members to the Referrals (Assessment) Sub-Committee comprising one Independent Member who shall be Chairman and Lead Member, one Parish Council representative and one District Councillor. (In 2010/2011, the Committee appointed Mr Lynch as a Lead Independent Member and Chairman of the Sub-Committee.)

(b) **Review Sub-Committee**

To appoint Members to the Review Sub-Committee comprising one Independent Member who shall be Chairman and Lead Member, one Parish Council representative and one District Councillor.

(In 2010/2011, the Committee appointed Mr P Boothman as Lead Independent Member and Chairman of the Sub-Committee).

(c) **Standards (Consideration and Hearing) Sub-Committee**

To appoint five Members to comprise the Standards (Consideration and Hearing) Sub-Committee to consider investigation reports and to hold determination hearings. This Sub-Committee must be chaired by an independent person.

(In 2010/2011 the Committee appointed Mr D Hall as Lead Independent Member.)

The Committee will recall that in June 2009 they authorised the Head of Legal and Democratic Services and Monitoring Officer, after consultation with the relevant Chairman, to convene meetings of the above Sub-Committees as necessary and to appoint Members as appropriate in accordance with the Standards Committee (England) Regulations 2008.

6. REPORTS OF THE SUB-COMMITTEES

To receive a report from the Chairman of the Referrals (Assessment) Sub-Committee –

Since the last meeting in March, the Sub-Committee has met on 14th June 2011 to assess two complaints from different individuals about a Councillor serving on Upwood and The Raveleys Parish Council. As one of the complaints related to a failure to declare personal and prejudicial interests, the Sub-Committee considered that the Councillor involved should receive training on the code of conduct and that such training also be offered, but not be compulsory, for the other Members of the Parish Council. Should the Councillor choose not to attend a training session, then the Sub-Committee would reconsider the case.

Given the seriousness of the second complaint which involved financial impropriety, the Sub-Committee referred the case to the Monitoring Officer for investigation.

The Sub-Committee meets again on 1st July 2011 to consider complaints received by the Monitoring Officer about Councillors serving on St. Neots Town/Huntingdonshire District Councils and St. Ives Town Council. A report on the outcome will be presented at the meeting.

The Review and Consideration & Hearing Sub-Committees have not been required to meet during this period.

7. APPLICATION FOR DISPENSATION (Pages 5 - 6)

**C Deller
388007**

To consider a report by the Head of Legal and Democratic Services in respect of an application received for dispensation from St. Ives Town Council.

8. LOG OF CODE OF CONDUCT ENQUIRIES (Pages 7 - 10)

**C Meadowcroft
388021**

To note the Code of Conduct enquiries recorded by the Head of Legal and Democratic Services since the meeting held in March.

9. TRAINING UPDATE (Pages 11 - 12)

Since the last meeting, the Monitoring Officer has presented training on the Code of Conduct to Ramsey Town Council and to newly elected District Councillors as part of their "New Member Induction".

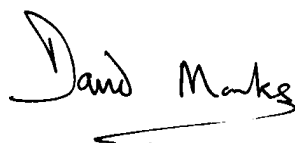
Arrangements also are being made to visit St. Neots Town Council, as part of their induction process and Upwood and The Raveleys Parish Council in compliance with a Referrals (Assessment) Sub-Committee decision referred to in Agenda Item 6.

To note a recent case summary published by "Standards for England".

10. DATE OF NEXT MEETING

The next meeting of the Committee is due to take place at 4pm on Thursday 8th September 2011 in the Civic Suite at Pathfinder House.

Dated this 29 day of June 2011

A handwritten signature in black ink that reads "David Mankie". The signature is written in a cursive style with a long horizontal stroke at the end.

Chief Executive

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 Committee.

Specific enquires with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

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.