

A meeting of the **STANDARDS COMMITTEE** will be held in **CIVIC SUITE CVS01A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 27 JUNE 2013** at **4:00 PM** and you are requested to attend for the transaction of the following business:-

APOLOGIES

1. MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meeting held on 6th December 2012.

2. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary or other interests in relation to any Agenda item. See Notes below.

3. APPOINTMENT OF NEW LEAD AND DEPUTY INDEPENDENT PERSONS (Pages 5 - 18)

To consider a report by the Head of Legal & Democratic Services and Monitoring Officer regarding the process for new appointments to the positions of Lead and Deputy Independent Persons.

4. PROTOCOL BETWEEN CAMBRIDGESHIRE AND PETERBOROUGH MONITORING OFFICERS AND CAMBRIDGESHIRE POLICE (Pages 19 - 28)

On behalf of the District Council, the Monitoring Officer has signed a protocol between the Monitoring Officers of Cambridgeshire and Peterborough and Cambridgeshire Police which has established a procedure to follow when reporting or sharing information relating to a potential criminal offence under Section 34 of the Localism Act 2011.

This protocol had become necessary given the Government's decision to make it a criminal offence and potentially impose sanctions for

- participation in any discussion or vote on a matter in which a Councillor has a disclosable pecuniary interest (without a dispensation); or
- knowingly or recklessly providing information that is false or misleading in notifying the Monitoring Officer of a disclosable pecuniary interest or in disclosing such interest to a meeting.

The criminal penalties available to a court on conviction are to impose a fine not exceeding £5000 and disqualification from being a

Councillor for up to 5 years.

Cambridgeshire Police has agreed that the Information Management Unit at Thorpe Wood in Peterborough would act as the single point of contact for Councils. A copy of the protocol is enclosed for information.

5. CHANGES TO NOLAN PRINCIPLES (Pages 29 - 32)

To consider a report by the Head of Legal & Democratic Services and Monitoring Officer in respect of recent recommendations of the Committee on Standards in Public Life.

6. UPDATE ON CODE OF CONDUCT AND REGISTER OF DISCLOSABLE PECUNIARY INTERESTS (Pages 33 - 38)

To consider a report by the Head of Legal and Democratic Services and Monitoring Officer regarding the up-to-date position on the adoption of a Code of Conduct by Town and Parish Councils and the receipt and publication of registration of interests forms on behalf of District and Town and Parish Councillors.

7. UPDATE ON CODE OF CONDUCT COMPLAINTS

Since the last meeting of the Committee in December, the Monitoring Officer has received 12 complaints regarding alleged breaches of respective District or Parish Council Codes of Conduct. One of these complaints has been closed and a copy of the Decision Notice has been published and can be viewed via ModGov on the District Council's website. Complaints have originated from both the public and Councillors and involve Members serving on the District Council, St Neots and St Ives Towns and Hilton and Yaxley Parish Councils. Four complaints relate to the conduct of existing Councillors (and candidates) around the County Council elections in May.

The Monitoring Officer has responded to these complaints in accordance with the agreed protocol but will report to Members on the approach he has taken, thus far, in consultation with the Independent Persons in handling these cases.

8. TRAINING UPDATE

Local Training

Since the last meeting in December, the Monitoring Officer has presented training on the Code of Conduct to Wistow Parish and neighbouring Councils at Wistow Village Hall on 26th February 2013. In addition to Councillors from Wistow, representatives from Bury, Broughton, Farcet and Warboys also were present together with the Deputy Independent Person and the Committee's Parish Council representatives – 18 in all.

Following a bye election in Brampton Ward, the newly elected District Councillor has received Code of Conduct training as part of his induction session. Training also has been offered to St Neots Town

and Alconbury and Great Paxton Parish Councils but no firm arrangements have been put in place. The Clerk to Great Paxton Parish Council has subsequently declined, on behalf of her Council, the offer of training from the Monitoring Officer.

Joint Training

Arrangements are currently being made for a training session on the Code of Conduct, pre determination and bias in conjunction with South Cambridgeshire District Council at South Cambridgeshire Hall, Cambourne potentially on 3rd October 2013. The training will be led by Peter Keith Lucas from Bevan Brittan Solicitors. Costs will be shared between the two authorities and there is not likely to be any restriction on the number of Members that the District Council can nominate to attend. Training will include an interactive session, an overview of the Code of Conduct and guidance on when and how to declare interests. It is anticipated that Members will be asked to consider several short scenarios and invited to comment on the nature of the interests which need to be considered/declared and whether it is necessary in any case to apply for a dispensation.

The Committee will be invited to attend by email once the date of the session has been confirmed.

9. REVIEW OF THE ROLE, RESPONSIBILITIES AND TERMS OF REFERENCE OF THE COMMITTEE

The District Council's Corporate Governance Panel has responsibility, amongst other matters, for 'the oversight of the Council's constitutional arrangements and for advising the Council on any changes that may be desirable'. The Panel has recently reviewed the Constitution. During the review, it was proposed that the terms of reference and title of the Panel be varied such that it either becomes a Panel with responsibility for standards or, that the terms of reference of the existing Standards Committee be extended to comprise, for example, matters relating to governance, the constitution and complaints about Councils services. Having ascertained that there appears to be no preferred model across Cambridgeshire authorities for dealing with standards, governance and constitutional issues, the Council, at its April meeting resolved –

that, in consultation with the Deputy Executive Leader and the Chairmen of the Standards Committee, the Corporate Governance Panel be requested to review its role, responsibilities and terms of reference and that of the Standards Committee with a view to a report on the outcome being submitted to the Panel meeting on 26th March (2014) for potential implementation with effect from the Annual Meeting in May 2014.

To assist the Chairman in the early stages of the review, Members are invited to suggest areas which might potentially become the Committee's responsibilities.

10. ARTICLE OF INTEREST - LOCAL GOVERNMENT LAWYER (Pages 39 - 40)

Extract enclosed.

Dated this 19 day of June 2013



Head of Paid Service

Notes

A. Disclosable Pecuniary Interests

- (1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*
- (2) *A Member has a disclosable pecuniary interest if it*
 - (a) *relates to you, or*
 - (b) *is an interest of -*
 - (i) *your spouse or civil partner; or*
 - (ii) *a person with whom you are living as husband and wife; or*
 - (iii) *a person with whom you are living as if you were civil partners*

and you are aware that the other person has the interest.
- (3) *Disclosable pecuniary interests includes -*
 - (a) *any employment or profession carried out for profit or gain;*
 - (b) *any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);*
 - (c) *any current contracts with the Council;*
 - (d) *any beneficial interest in land/property within the Council's area;*
 - (e) *any licence for a month or longer to occupy land in the Council's area;*
 - (f) *any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or*
 - (g) *a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.*

B. Other Interests

- (4) *If a Member has a non-disclosable pecuniary interest or a non-pecuniary interest then you are required to declare that interest, but may remain to discuss and vote.*
- (5) *A Member has a non-disclosable pecuniary interest or a non-pecuniary interest where -*
 - (a) *a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or*

(b) it relates to or is likely to affect any of the descriptions referred to above, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association

and that interest is not a disclosable pecuniary interest.

Please contact Ms C Deller, Democratic Services Manager, Tel No 01480 388007/e-mail: Christine.Deller@huntingdonshire.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/Panel.

Specific enquiries 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](http://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.

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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the STANDARDS COMMITTEE held in Room CVSO1A, Civic Suite, Pathfinder House, St. Mary's Street, Huntingdon, Cambs, PE29 3TN on Thursday, 6 December 2012.

PRESENT: Councillor A Hansard - Chairman
Councillors K M Baker, Mrs B E Boddington, P J Downes, Mrs L A Duffy, G J Harlock, and T D Sanderson.

ALSO IN ATTENDANCE: Mr M Lynch.

12. MINUTES

The Minutes of the meeting of the Committee held on 6th September 2012 were approved as a correct record and signed by the Chairman.

13. MEMBERS' INTERESTS

No interests were declared by the Members present.

14. APPOINTMENT OF INDEPENDENT PERSONS AND TOWN AND PARISH COUNCIL REPRESENTATIVES

By way of a report by the Head of Legal and Democratic Services and Monitoring Officer (a copy of which is appended in the Minute Book) the Committee was updated on the outcome of the selection processes for the appointment of Lead and Deputy Independent Persons and the Town and Parish Council representatives.

Since their appointment by the Council, the Committee noted that the Lead and Deputy Independent Persons had begun to lend their support to the Monitoring Officer in responding to the new requirements of the Localism Act 2011 and its impact on the standards process. Both had observed training sessions on the Code of Conduct held for Town and Parish Councils, attended a workshop for Independent Persons and indicated their willingness to attend alternate meetings of the Committee to keep apprised of standards issues. It was reported that the Lead Independent Person also had reviewed the first complaint received under the new arrangements. The Committee accepted that with experience, working practices would continue to evolve and might ultimately require adjustments to be made to the protocol for the consideration of complaints.

Following the decision to appoint two Town and Parish Council representatives (Minute No. 6 refers), the Chairman reported that he had, together with the Monitoring Officer, considered expressions of interest received from seven high quality candidates. Having made their selection, the positions would be offered to the two successful

candidates who would be appointed to serve until April 2014 and be entitled to receive an allowance of £231.00 per annum plus reimbursement of the costs involved for attending meetings of the Committee and training events. It was noted that both appointees would be invited to attend the next meeting. Whereupon, it was RESOLVED

that the progress achieved with the support of an Independent Person in the new complaints arrangements and the steps taken thus far to appoint two Town and Parish Council representatives to the Committee be noted.

15. UPDATE ON CODE OF CONDUCT AND REGISTER OF INTERESTS

The Committee considered a report by the Head of Legal and Democratic Services and Monitoring Officer (a copy of which is appended in the Minute Book) regarding the up-to-date position on the adoption of a Code of Conduct by Town and Parish Councils and the receipt and publication of interest forms on behalf of District and Town and Parish Councillors.

Members were reminded that the Monitoring Officer retained a duty to maintain and publish a Register of Interests of Members and co-opted Members of the District and all Parish Councils in Huntingdonshire. Although there was no legal obligation upon the town and parish councils to notify the Monitoring Officer, the Committee noted that 51 of 71 town and parish councils had adopted a Code based on that published by the District Council with eleven opting for the Code promoted by the National Association of Local Councils.

Whilst the Monitoring Officer had exercised some leniency in the early stages of the exercise, the Committee was of the view that it was now appropriate to write, in stronger terms, to those Councils where DPs were still outstanding to point out their legal obligation to comply. The Committee also was of the view that the Monitoring Officer should call upon the assistance of District Councillors in these circumstances to encourage Parish Councils in their ward to return their DPs and adopt a Code of Conduct where this appeared still to be outstanding. Whereupon, it was

RESOLVED

that the Head of Legal and Democratic Services and Monitoring Officer be requested to write, in strong terms, to Town and Parish Councils with Members who had yet to disclose their pecuniary interests and remind them of their legal obligations in this regard.

16. TRAINING UPDATE

The Committee received and noted a report by the Head of Legal and Democratic Services and Monitoring Officer (a copy of which is appended in the Minute Book) on the response received to the eight training sessions held for District and Town and Parish Councillors over the period September – November 2012.

It was reported that although overall attendance had been disappointing, feedback received during and since the sessions had been very positive and a number of challenging issues had been raised in discussion. Given the level of interest shown subsequently by individual Parish Councils, Members noted that there appeared to be an opportunity to extend the training elsewhere in the District in the future and in this respect, the Committee noted that one session had been held recently specifically for Hilton Parish and that arrangements were being made to hold a similar session for Wistow Parish and surrounding Parishes early in the New Year.

17. UPDATE ON COMPLAINTS RECEIVED SINCE 1ST JULY 2012

The Monitoring Officer reported that he had reviewed, after consultation with the Council's appointed Independent Person, the first complaint received in accordance with the protocol adopted by the Council to deal with Code of Conduct complaints under the Localism Act. Having been apprised of the allegation in brief, the Committee noted the conclusion that there had been insufficient evidence to substantiate the complaints and to warrant the undertaking of a formal investigation.

In response to a question from a Member, the Monitoring Officer undertook to ensure that Decision Notices in respect of the outcome of Code of Conduct complaint would be published on the District Council's website.

18. COMMITTEE ON STANDARDS IN PUBLIC LIFE

The Committee received and noted an extract from the Annual Report of the Committee on Standards in Public Life published in September 2012 (a copy of the extract is appended in the Minute Book) which related to the changes that had occurred to the local government standards regime resulting from the Localism Act 2011.

Whilst commending the decision to operate standards at local level and to maintain a mandatory requirement for each Authority to retain the Code of Conduct based on the Nolan Principles, the National Committee had expressed strong concern at the absence of adequate sanctions to apply to those Councillors who fell short of the standards expected of an elected Member.

In the absence of a range of sanctions to apply should a breach of the Code be determined, Members understood that, in such circumstances, a Hearings Panel would decide the level of publicity to give to the outcome of a case and the degree to which this should be placed within the public domain. The Monitoring Officer undertook to consider whether it would be appropriate to vary the Monitoring Officer's protocol to prompt this consideration.

19. DATE OF NEXT MEETING

It was noted that the next meeting of the Committee would be held on Thursday 7th March 2013 at 4pm.

Chairman

APPOINTMENT OF NEW LEAD AND DEPUTY INDEPENDENT PERSONS (Report by the Head of Legal & Democratic Services & Monitoring Officer)

1. INTRODUCTION

- 1.1 Chapter 7 [Sections 28 (7) (8)] of the Localism Act 2011 established a new category of Independent Persons (IP) and required a “relevant Authority” including the District Council to provide for the appointment of at least one Independent Person.
- 1.2 Subsequently, in September 2012, the Council appointed Messrs M Lynch and D Hall to the posts of Lead and Deputy Independent Persons.
- 1.3 Under transitional arrangements, Messrs Lynch and Hall, as former Independent Members of the Standards Committee, whilst eligible to be appointed to the roles were only able to serve until 30th June 2013.
- 1.4 Therefore, it is now necessary to re appoint to the two positions.

2. ROLE OF INDEPENDENT PERSONS

- 2.1 The Committee is reminded that the functions of the Independent Persons are:-
 - ◆ to be consulted by the Authority before it makes a finding as to whether a Member has failed to comply with the Code of Conduct or decides on action to be taken in respect of that Member (this means on a decision to take no action where the investigation finds no evidence of breach or, where the investigation finds evidence that there has been a breach, on any local resolution of the complaint, or in any finding of breach on any decision on action as a result of that finding);
 - ◆ to be consulted by the Authority in respect of a Standards complaint at any other stage;
 - ◆ potentially to be consulted by a Member or Co-opted Member of the District Council or of a Parish Council against whom the complaint has been made; and
 - ◆ potentially to be involved in the grant of dispensations and in alternative remedies when it might be considered that mediation or an apology could be a preferred response to a complaint.
- 2.2 A person cannot be appointed as an Independent Person if they are or were within a period of five years prior to their appointment:-
 - ◆ a Member, Co-opted Member or Officer of the Authority;
 - ◆ a Member, Co-opted Member or Officer of a Parish Council in the District Council’s area;
 - ◆ or a relative or close friend of either of the above.
- 2.3 The Council has fixed an allowance of £1,000 for the Lead Independent Person and £500 for the Deputy and travel and subsistence expenses also

are payable. This scale of allowance is common to other District Councils in Cambridgeshire.

3. RECRUITMENT PROCESS

- 3.1 As Independent Persons must be appointed through a process of public advertisement and application, a small article "Setting the Standards" was placed in an early June edition of the Hunts Post drawing attention to the vacancy and the availability of a recruitment pack on the Standards and Conduct Pages of the District Council's website. A copy of the pack is reproduced as an Appendix. The vacancy also featured on the Home Page of the District Council's website and details posted on both Twitter and Facebook. A copy of the pack also was sent to one of the candidates interviewed during the 2012 process who had been well regarded at that time by the Interviewing Panel.
- 3.2 The appointments are required to be "approved by a majority of the Members of the Authority" and so it is envisaged that a Panel of the Committee, perhaps comprising three Members (including the Chairman and Vice-Chairman of the Committee) together with the Monitoring Officer should interview the applicants and then recommend to Council at the meeting to be held on 25th September 2013 candidates for appointment as Lead and Deputy Independent Persons.
- 3.3 Appointment is likely to be for a three-year term, subject to annual ratification by the Council. The Independent Person may attend meetings of the Standards Committee but only as a non-voting co-optee and although not a requirement for the posts, the current incumbents chose to observe alternative meetings of the Council and Standards Committee and attended training sessions when possible.

4. RECOMMENDATION

- 4.1 The Committee is requested to appoint a Panel to interview and recommend to the Council on 25th September 2013 candidates for appointment of Lead and Deputy Independent Persons for a 3 year term of office.

BACKGROUND DOCUMENTS

Localism Act 2011.

**Contact Officer: Christine Deller – Democratic Services Manager,
01480 388007.**



Recruitment Pack for appointment of Independent Person

Pathfinder House

St Mary's Street

Huntingdon

PE29 3TN

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APPOINTMENT OF LEAD AND DEPUTY INDEPENDENT PERSON

Councillors' Code of Conduct and Complaints Process

Under the provisions of the Localism Act 2011, the Council is required to appoint an Independent Person to assist the Council in promoting and maintaining high standards of conduct amongst its elected members and town and parish councillors.

The Independent Person will be consulted before a decision is made on an investigated complaint and usually on receipt of the initial complaint. The Independent Person may also be consulted on other standards matters and possibly by a Councillor who is the subject of an allegation.

To cover cases where the Independent Person has a conflict of interest or is unavailable for any reason, the Council also propose to appoint a 'deputy' Independent Person.

A fixed allowance of £1,000 per annum is payable to the Independent Person and £500 for the reserve Independent Person, together with reimbursement of travel and subsistence expenses.

For further details, including an information pack and eligibility criteria, please visit the Council's website www.huntingdonshire.gov.uk or contact:

Colin Meadowcroft
Monitoring Officer
Huntingdonshire District Council
Pathfinder House
St Mary's Street
Huntingdon PE29 3TN

Tel No: 01480 388021

Email: colin.meadowcroft@huntingdonshire.gov.uk

The closing date for applications is 30th June 2013. Interviews will be held in mid-July. Any offer of appointment is subject to the approval of the Council meeting which is to be held on 25th September 2013.

APPOINTMENT OF INDEPENDENT PERSON

Background Information

Under the provisions of the Localism Act 2011 (the “Act”) the way that Huntingdonshire District Council (the “District Council”) responds to conduct complaints about its elected members and town and parish councillors in its area changed in July 2012.

The previous national statutory framework was abolished and the District Council assumed responsibility for deciding how to deal with standards issues at a local level, including adopting its own local code and determining what arrangements it will adopt to deal with complaints.

The Council adopted a new Code of Conduct in July 2012. Town and Parish Councils also have had to adopt a Code to apply to its Councillors and this may or may not be the same District Council Code.

The Act provides that the Council must appoint an Independent Person to assist in discharging these responsibilities. The Independent Person will be consulted before a decision is made on an investigation that has been carried out and may be consulted before a decision is taken as to whether to reject a complaint, or refer it for investigation or to seek some other resolution. Full details of the role and responsibilities of the Independent Person are included in this Recruitment Pack.

The terms of office of the current Independent Person and Deputy are about to expire so the District Council wishes to appoint a new Independent Person together with a “Deputy”, to act as Independent Person in the event that the person appointed is unable to act for any reason.

Appointment is likely to be for a three year period, subject to annual ratification by the Council.

Training shall be provided to the successful applicants.

SELECTION CRITERIA FOR INDEPENDENT PERSON

Skills and Competencies

The Independent Person will have:

- a keen interest in standards in public life.
- a wish to serve the local community and uphold local democracy.
- the ability to be objective, independent and impartial.
- sound decision making skills.

The Independent Person will:

- be a person in whose impartiality and integrity the public can have confidence.
- understand and comply with confidentiality requirements.
- have a demonstrable interest in local issues.
- have an awareness of the importance of ethical behaviours.
- be a good communicator.

Desirable additional criteria are:

- working knowledge/experience of local government or other public service and/or of large complex organisations and awareness of and sensitivity to the political process.
- knowledge and understanding of judicial/quasi-judicial or complaints processes.

You should demonstrate in your application how you meet the above criteria as this will assist the short-listing process. Selection will be by application form and by interview.

NOTE: You will be required to be contactable at all times during normal working hours by telephone or by email and to be available to attend hearings which may be held in the day time and at relatively short notice.

ELIGIBILITY FOR APPOINTMENT

A person **cannot be appointed as an Independent Person** if they are or were within a period of 5 years prior to the appointment:

- a member, co-opted member or officer of the authority;
- a member, co-opted member or officer of a parish council in the District Council's area; or
- a relative or close friend of either of the above.

You can check the lists of elected Councillors on the Council's website at -

<http://applications.huntingdonshire.gov.uk/moderngov/mgMemberIndex.aspx?bcr=1>

ROLE OF INDEPENDENT PERSON – HUNTINGDONSHIRE DISTRICT COUNCIL

Role Description

Responsible to: The Council

Liaison with: Monitoring Officer, Members of the Standards Committee, Officers and Members of the District Council and Town and Parish Councillors within the District and other Independent Persons.

1. To assist the Council in promoting high standards of conduct by elected and co-opted Members of Huntingdonshire District Council and Town and Parish Councillors within its area and in particular to uphold the Code of Conduct adopted by the Council and the seven principles of public office, namely selflessness, honesty, integrity, objectivity, accountability, openness and leadership.
2. To be consulted before a decision is made on an investigation that has been carried out and to be available to attend meetings of the Hearing Panel of the Standards Committee for this purpose.
3. To be available as required for consultation by the Monitoring Officer and/or the Standards Committee before a decision is taken as to whether to reject a complaint, or refer it for investigation or to seek some other resolution.
4. To be available for consultation by any elected Member, including any Town and Parish Councillor, who is the subject of a standards complaint.
5. To develop a sound understanding of the ethical framework as it operates within Huntingdonshire District Council and its Town and Parish Councils.
6. To participate in training events to develop skills, knowledge and experience and in networks developed for Independent Persons operating outside the District Council's area.
7. To attend training events organised and promoted by the Council's Standards Committee.
8. To act as advocate and ambassador for the Council in promoting ethical behaviour.

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APPLICATION FOR THE POSITION OF INDEPENDENT PERSON

Individuals who wish to be considered for appointment as Independent Person at Huntingdonshire District Council (the “District Council”) are requested to provide the following information to support their application. All information provided will be treated in the strictest confidence and will only be used for the purposes of selection. Please feel free to use a separate continuation page if you wish to expand upon your answer to any question outlined below.

1. PERSONAL DETAILS

Name:

Address:

.....

.....

Postcode

Contact Details

Daytime Tel No:

Daytime Fax No:

Email Address:

2. QUALIFICATIONS

(Please list in particular any qualifications which you think are relevant to the position of Independent Person)

3. SUMMARY OF EXPERIENCE

(Please give a brief account of your experience including career, public and voluntary work together with the nature of your current or most recent occupation)

4. RELEVANT EXPERTISE/SKILLS

(Please outline briefly any knowledge or expertise which you believe would be particularly relevant to your role as an Independent Person having regard to the selection criteria and role description)

5. Why do you wish to be considered for appointment as Independent Person and what particular attributes do you believe you would bring to the role?

6. Please provide any additional information you may wish to give in support of your application

7. References will be taken up for all applicants who are invited for interview

1. Name:	2. Name:
Address:	Address:
.....
.....
Postcode	Postcode
Tel No:	Tel No:

8. Please indicate below for which role(s) you wish to be considered

- Lead Independent Person YES/NO*
- Deputy Independent Person YES/NO*

Signed:

Date:

Please return this application form by **30th June 2013** addressed to:

Colin Meadowcroft
Monitoring Officer
Huntingdonshire District Council
Pathfinder House
St Mary's Street
Huntingdon PE29 3TN

or **email** the completed form to colin.meadowcroft@huntingdonshire.gov.uk

*** Please delete as applicable**

Agenda Item 4

Protocol between Cambridgeshire/ Peterborough Monitoring Officers and Cambridgeshire Police

Purpose

Under section 34 of the Localism Act 2011, the Government has introduced some new summary offences, relating to elected and co-opted Councillors' failure to disclose / register and participate in meeting where they have certain interests (termed Disclosable Pecuniary Interests – "DPI"). These are detailed in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 [no.1464].

Section 34 of the Localism Act 2011 came into force on 1 July 2012, following The Localism Act 2011 (Commencement Order no.6 and Transitional Savings and Transitory Provisions) Order 2012 [no.1463].

Prosecution of such offences is by the Police (by virtue of s34(5)), therefore the parties have agreed a Protocol relating to the reporting / information sharing for potential criminal offences arising under section 34 Localism Act 2011. The relevant legislation is appended at A.


- 1) In the event that the Monitoring Officer receives a complaint regarding a potential DPI offence they will make immediate contact with the Police through the nominated single point of contact (see Appendix B for named Police contact).
- 2) Similarly if the Police receive a complaint from a member of the public they will inform the relevant Monitoring Officer of the receipt of that complaint (each Authority will be responsible for providing up to date contact details of their appointed Monitoring Officer from time to time – See Appendix B for named Monitoring Officer contact).
- 3) Cambridgeshire Police will register the complaint and will advise the relevant Monitoring Officer. The Police will conduct an initial assessment of the complaint and may approach the relevant Monitoring Officer for background information on the complaint.
- 4) If Cambridgeshire Police decides not to prosecute in the public interest, they may consider less formal action, such a warning. Following consideration of the matter, the Police shall confirm their decision and any action or prospective action on the matter to the relevant Monitoring Officer.
- 5) The Cambridgeshire Police and Monitoring Officers shall keep this Protocol under review on a 2 yearly basis.

Signatories

DATED: 10TH MAY 2013

**Protocol between Cambridgeshire/ Peterborough Monitoring Officers
and Cambridgeshire Police**

Signed on Behalf of Cambridgeshire Police


.....
Dominic Human

Signed on Behalf of East Cambridgeshire District Council

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.....
JEANNETTE THOMPSON

Signed on Behalf of Huntingdonshire District Council


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**Colin Meadowcroft
Head of Legal and Democratic Services**

Signed on Behalf of South Cambridgeshire District Council


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FIONA McMILLAN

Protocol between Cambridgeshire/ Peterborough Monitoring Officers
and Cambridgeshire Police

Appendix A
Extract of Localism Act 2011

30 Disclosure of pecuniary interests on taking office

- (1) A member or co-opted member of a relevant authority must, before the end of 28 days beginning with the day on which the person becomes a member or co-opted member of the authority, notify the authority's monitoring officer of any disclosable pecuniary interests which the person has at the time when the notification is given.
- (2) Where a person becomes a member or co-opted member of a relevant authority as a result of re-election or re-appointment, subsection (1) applies only as regards disclosable pecuniary interests not entered in the authority's register when the notification is given.
- (3) For the purposes of this Chapter, a pecuniary interest is a "disclosable pecuniary interest" in relation to a person ("M") if it is of a description specified in regulations made by the Secretary of State and either—
- (a) it is an interest of M's, or
 - (b) it is an interest of—
 - (i) M's spouse or civil partner,
 - (ii) a person with whom M is living as husband and wife, or
 - (iii) a person with whom M is living as if they were civil partners,
- and M is aware that that other person has the interest.

- (4) Where a member or co-opted member of a relevant authority gives a notification for the purposes of subsection (1), the authority's monitoring officer is to cause the interests notified to be entered in the authority's register (whether or not they are disclosable pecuniary interests).

31 Pecuniary interests in matters considered at meetings or by a single member

- (1) Subsections (2) to (4) apply if a member or co-opted member of a relevant authority—
- (a) is present at a meeting of the authority or of any committee, sub-committee, joint committee or joint sub-committee of the authority,
 - (b) has a disclosable pecuniary interest in any matter to be considered, or being considered, at the meeting, and

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- (c) is aware that the condition in paragraph (b) is met.
- (2) If the interest is not entered in the authority's register, the member or co-opted member must disclose the interest to the meeting, but this is subject to section 32(3).
- (3) If the interest is not entered in the authority's register and is not the subject of a pending notification, the member or co-opted member must notify the authority's monitoring officer of the interest before the end of 28 days beginning with the date of the disclosure.
- (4) The member or co-opted member may not—
- (a) participate, or participate further, in any discussion of the matter at the meeting, or
 - (b) participate in any vote, or further vote, taken on the matter at the meeting,
- but this is subject to section 33.
- (5) In the case of a relevant authority to which Part 1A of the Local Government Act 2000 applies and which is operating executive arrangements, the reference in subsection (1)(a) to a committee of the authority includes a reference to the authority's executive and a reference to a committee of the executive.
- (6) Subsections (7) and (8) apply if—
- (a) a function of a relevant authority may be discharged by a member of the authority acting alone,
 - (b) the member has a disclosable pecuniary interest in any matter to be dealt with, or being dealt with, by the member in the course of discharging that function, and
 - (c) the member is aware that the condition in paragraph (b) is met.
- (7) If the interest is not entered in the authority's register and is not the subject of a pending notification, the member must notify the authority's monitoring officer of the interest before the end of 28 days beginning with the date when the member becomes aware that the condition in subsection (6)(b) is met in relation to the matter.
- (8) The member must not take any steps, or any further steps, in relation to the matter (except for the purpose of enabling the matter to be dealt with otherwise than by the member).
- (9) Where a member or co-opted member of a relevant authority gives a notification for the purposes of subsection (3) or (7), the authority's monitoring officer is to cause the interest notified to be entered in the authority's register (whether or not it is a disclosable pecuniary interest).

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(10) Standing orders of a relevant authority may provide for the exclusion of a member or co-opted member of the authority from a meeting while any discussion or vote takes place in which, as a result of the operation of subsection (4), the member or co-opted member may not participate.

(11) For the purpose of this section, an interest is "subject to a pending notification" if—

- (a) under this section or section 30, the interest has been notified to a relevant authority's monitoring officer, but
- (b) has not been entered in the authority's register in consequence of that notification.

32 Sensitive interests

(1) Subsections (2) and (3) apply where—

- (a) a member or co-opted member of a relevant authority has an interest (whether or not a disclosable pecuniary interest), and
- (b) the nature of the interest is such that the member or co-opted member, and the authority's monitoring officer, consider that disclosure of the details of the interest could lead to the member or co-opted member, or a person connected with the member or co-opted member, being subject to violence or intimidation.

(2) If the interest is entered in the authority's register, copies of the register that are made available for inspection, and any published version of the register, must not include details of the interest (but may state that the member or co-opted member has an interest the details of which are withheld under this subsection).

(3) If section 31(2) applies in relation to the interest, that provision is to be read as requiring the member or co-opted member to disclose not the interest but merely the fact that the member or co-opted member has a disclosable pecuniary interest in the matter concerned.

33 Dispensations from section 31(4)

(1) A relevant authority may, on a written request made to the proper officer of the authority by a member or co-opted member of the authority, grant a dispensation relieving the member or co-opted member from either or both of the restrictions in section 31(4) in cases described in the dispensation.

(2) A relevant authority may grant a dispensation under this section only if, after having had regard to all relevant circumstances, the authority—

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- (a) considers that without the dispensation the number of persons prohibited by section 31(4) from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business,
 - (b) considers that without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business,
 - (c) considers that granting the dispensation is in the interests of persons living in the authority's area,
 - (d) if it is an authority to which Part 1A of the Local Government Act 2000 applies and is operating executive arrangements, considers that without the dispensation each member of the authority's executive would be prohibited by section 31(4) from participating in any particular business to be transacted by the authority's executive, or
 - (e) considers that it is otherwise appropriate to grant a dispensation.
- (3) A dispensation under this section must specify the period for which it has effect, and the period specified may not exceed four years.
- (4) Section 31(4) does not apply in relation to anything done for the purpose of deciding whether to grant a dispensation under this section.

34 Offences

- (1) A person commits an offence if, without reasonable excuse, the person—
- (a) fails to comply with an obligation imposed on the person by section 30(1) or 31(2), (3) or (7),
 - (b) participates in any discussion or vote in contravention of section 31(4), or
 - (c) takes any steps in contravention of section 31(8).
- (2) A person commits an offence if under section 30(1) or 31(2), (3) or (7) the person provides information that is false or misleading and the person—
- (a) knows that the information is false or misleading, or
 - (b) is reckless as to whether the information is true and not misleading.
- (3) A person who is guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 5 on the standard scale.

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- (4) A court dealing with a person for an offence under this section may (in addition to any other power exercisable in the person's case) by order disqualify the person, for a period not exceeding five years, for being or becoming (by election or otherwise) a member or co-opted member of the relevant authority in question or any other relevant authority.
- (5) A prosecution for an offence under this section is not to be instituted except by or on behalf of the Director of Public Prosecutions.
- (6) Proceedings for an offence under this section may be brought within a period of 12 months beginning with the date on which evidence sufficient in the opinion of the prosecutor to warrant the proceedings came to the prosecutor's knowledge.
- (7) But no such proceedings may be brought more than three years—
- (a) after the commission of the offence, or
 - (b) in the case of a continuous contravention, after the last date on which the offence was committed.
- (8) A certificate signed by the prosecutor and stating the date on which such evidence came to the prosecutor's knowledge is conclusive evidence of that fact; and a certificate to that effect and purporting to be so signed is to be treated as being so signed unless the contrary is proved.
- (9) The Local Government Act 1972 is amended as follows.
- (10) In section 86(1)(b) (authority to declare vacancy where member becomes disqualified otherwise than in certain cases) after "2000" insert "or section 34 of the Localism Act 2011".
- (11) In section 87(1)(ee) (date of casual vacancies)—
- (a) after "2000" insert "or section 34 of the Localism Act 2011 or", and
 - (b) after "decision" insert "or order".
- (12) The Greater London Authority Act 1999 is amended as follows.
- (13) In each of sections 7(b) and 14(b) (Authority to declare vacancy where Assembly member or Mayor becomes disqualified otherwise than in certain cases) after sub-paragraph (i) insert—
- (ia) under section 34 of the Localism Act 2011,.
- (14) In section 9(1)(f) (date of casual vacancies)—

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- (a) before "or by virtue of" insert "or section 34 of the Localism Act 2011", and
- (b) after "that Act" insert "of 1998 or that section".

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and Cambridgeshire Police**

**Appendix B
Monitoring Officer/ Police Contacts**

Detective Inspector 592 Dominic Human (Police)
email: dominic.human@cambs.pnn.police.uk ; tel: 01733 863120

Jeanette Thompson (East Cambridgeshire District Council)
email: jeanette.Thompson@eastcambs.gov.uk ; tel: 01353 665555

Colin Meadowcroft (Huntingdonshire District Council)
email: Colin.Meadowcroft@huntingdonshire.gov.uk ; tel: 01480 388021

Fiona McMillan (South Cambridgeshire District Council)
email: fiona.mcmillan@scambs.gov.uk ; tel: 01954 713027

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**CHANGES TO NOLAN PRINCIPLES
(Report by the Head of Legal & Democratic Services & Monitoring Officer)**

1. INTRODUCTION

- 1.1 In its 14th Report, published in January 2013 and entitled “Standards Matter- A Review of Best Practice in Promoting Good Behaviour in Public Life”, the Committee on Standards in Public Life has considered the descriptions of the seven principles of public life.
- 1.2 The Committee, chaired by Sir Christopher Kelly considered that the time was right to undertake a review of the key lessons that had been learnt since the Nolan Committee’s report was first published in 1995 on Ethical Standards in Public Life and to reflect on what had been achieved and what still needed to be done.
- 1.3 The Committee concluded that the current need was for existing arrangements to be more consistently and actively implemented so that expected standards were embedded within an organisation and its processes, with everyone taking ownership of high standards alongside regular monitoring of whether they were being met.
- 1.4 With regard to local government, the Committee expressed concern about the impact of the regime introduced by the Localism Act 2011 and considered this area to be a current risk. The Committee considered that “the new slimmed down arrangements had yet to prove themselves sufficient for their purpose” and that “we have considerable doubt that they will succeed in doing so”. A copy of the full report is available to view using the following link – <http://www.public-standards.gov.uk/17-january-2013/>

2. SEVEN PRINCIPLES OF PUBLIC LIFE

- 2.1 In response to comments received during their review, the Committee has concluded that it would be “both pointless and unnecessary” to change the principles of public life but that it would be prudent to update the words used to describe them. The new descriptions are enclosed in the Appendix.
- 2.2 Whilst the Code of Conduct adopted by the District Council in July 2012 included a paragraph indicating that the Code was based on the seven principles first established by Nolan, it did not describe these in full. Therefore it is not necessary to either vary the current Code nor revise the Constitution as a result of the Committee’s recent recommendations.
- 2.3 However, the Monitoring Officer is minded to undertake a review of the Code of Conduct after the 2014 local elections and at that time, consideration could be given to the potential advantage in including the descriptions, in full, in any revised Code given that there are occasions when it can be helpful to interpret the Council’s Code of Conduct by reference to the principles.

3. RECOMMENDATION

- 3.1 The Committee is requested to note the description of the seven principles of public life and the implications of these for any future review of the Code.

BACKGROUND DOCUMENTS

Standards Matter – A Review of Best Practice in Promoting Good Behaviour in Public Life.

Committee on Standards in Public Life – January 2013.

**Contact Officer: Christine Deller – Democratic Services Manager,
01480 388007.**

The seven principles of public life

Principle	Revised description
<i>Preamble</i>	The principles of public life apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the civil service, local government, the police, courts and probation services, NDPBs, and in the health, education, social and care services. All public office-holders are both servants of the public and stewards of public resources. The principles also have application to all those in other sectors delivering public services.
<i>Selflessness</i>	Holders of public office should act solely in terms of the public interest.
<i>Integrity</i>	Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.
<i>Objectivity</i>	Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.
<i>Accountability</i>	Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.
<i>Openness</i>	Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.
<i>Honesty</i>	Holders of public office should be truthful.
<i>Leadership</i>	Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

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**UPDATE ON CODE OF CONDUCT AND REGISTER OF
DISCLOSABLE PECUNIARY INTERESTS
(Report by the Head of Legal & Democratic Services & Monitoring Officer)**

1. INTRODUCTION

- 1.1 Members may recall that under Chapter 7 of the Localism Act 2011, the Monitoring Officer retained as a duty, a requirement to establish and maintain a register of interests of Members and Co-opted Members of the Authority (the District Council). The legislation also provided that the Monitoring Officer should continue to be responsible for maintaining the Register for Parish Councils which should be open for inspection at the District Council's offices and published on the District Council's website. Where a Parish Council has a website, the District Council also is required to provide that Council with the information required enabling them to publish their current register on its own website. Information in respect of the DPis of each Parish Council is presented in the Appendix to this report.
- 1.2 As the Monitoring Officer also continued to have responsibility for dealing with complaints against Members of Parish Councils, all Councils were encouraged to adopt the same or largely similar code to that adopted by the District on 4th July 2012 or alternatively the "Model" produced by the National Association of Local Councils. All Town and Parish Councils were requested to advise the Monitoring Officer when their Council had adopted a new Code and to confirm whether it was identical to that of the District or NALCs.
- 1.3 This report describes the current position in relation to both of these matters.

2. THE CURRENT POSITION – DISPOSABLE PECUNIARY INTERESTS (DPis)

- 2.1 As previously reported, and following adoption of a Code of Conduct by the District Council in July 2012, DPI forms have been received from all 52 District Councillors.
- 2.2 Of 71 Town and Parish Councils, 52 have had their register published (which comprises the DPis of all Councillors) on the District Council's website and copies of their register returned to their Clerk for publication locally should that be possible.
- 2.3 In terms of individual DPis, 534 of a total of 650 have been received from Parish Councillors and 76 are outstanding. For practical reasons, a Parish Council register is not published until the DPis of all Councillors currently serving on the Parish Council have been received.
- 2.4 The Monitoring Officer continues to pursue those Parish Councils where DPI forms are still outstanding. Similarly, incomplete or inaccurate forms are returned to Parish Councils with a request to revise and return.

3. THE CURRENT POSITION – CODES OF CONDUCT

- 3.1 Whilst there is no legal obligation upon the Town and Parish Councils to notify the Monitoring Officer, records indicate that 71 Town and Parish

Councils have adopted a Code of Conduct. Fifty six of those Parish Councils have adopted a Code based on that adopted by the District Council. Ten Town and Parish Councils have opted for the Code promoted by NALC. Of the remainder, five have adopted their own version of the Code but having had sight of these the Monitoring Officer is satisfied that they are adequate for the purpose.

4. CONCLUSION

The Committee is requested to note the current position.

BACKGROUND DOCUMENTS

Register of DPIs

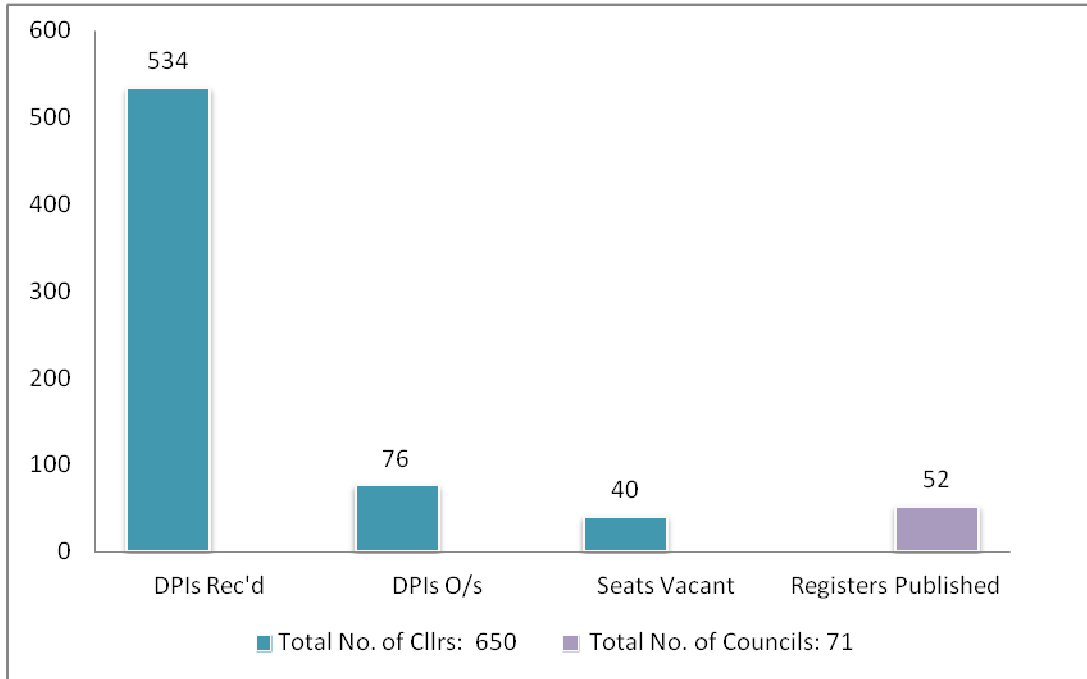
**Contact Officer: Christine Deller – Democratic Services Manager,
01480 388007.**

**TOWN AND PARISH COUNCIL -
DISCLOSABLE PECUNIARY INTERESTS (DPI) RECORDS**

	Town/Parish Council	No of Councillors	DPI Received	Vacancy	DPI Outstanding
1	Abbots Ripton	6	0		6
2	Abbotsley	7	0		7
3	Alconbury	11	11		0
4	Alconbury Weston	7	7		0
5	Alwalton	5	5		0
6	Barham & Woolley	5	5		0
7	Bluntisham	11	10	1	0
8	Brampton	15	15		0
9	Brington & Molesworth	5	5		0
10	Broughton	7	6	1	0
11	Buckden	15	14	1	0
12	Buckworth	5	5		0
13	Bury	9	9		0
14	Bythorn & Keyston	5	4	1	0
15	Catworth	7	7		0
16	Colne	9	9		0
17	Conington	5	5		0
18	Earith	11	11		0
19	Easton	5	3		2
20	Ellington	7	6	1	0
21	Elton	9	8		1
22	Farcet	11	6	2	3
23	Fenstanton	13	12	1	0
24	Folksworth & Washingley	9	8	0	1
25	Glatton	5	5		0
26	Godmanchester	17	17		0
27	Grafham	7	0	1	6
28	Great & Little Gidding	7	7		0
29	Great Gransden	9	9		0
30	Great Paxton	9	7	2	0
31	Great Staughton	9	9		0
32	Hail Weston	7	7	0	0
33	Hemingford Abbots	7	7		0
34	Hemingford Grey	13	10	3	0
35	Hilton	9	2	7	0
36	Holme	7	7		0
37	Holywell cum Needingworth	13	13		0
38	Houghton & Wyton	9	9		0
39	Huntingdon	19	13		6

	Town/Parish Council	No of Councillors	DPI Received	Vacancy	DPI Outstanding
40	Kimbolton & Stonely	11	11		0
41	Kings Ripton	5	3		2
42	Leighton Bromswold	7	0	3	4
43	Little Paxton	15	9	5	1
44	Offord Cluny & Offord Darcy	11	10	1	0
45	Old Hurst	7	6		1
46	Old Weston	7	0		7
47	Perry	9	7	1	1
48	Pidley cum Fenton	7	7		0
49	Ramsey	17	16		1
50	Sawtry	15	15		0
51	Sibson cum Stibbington	7	7		0
52	Somersham	15	14	1	0
53	Southoe & Midloe	7	2	1	4
54	Spaldwick	7	7		0
55	St Ives	17	17		0
56	St Neots	21	0	4	17
57	Stilton	11	11		0
58	Stow Longa	5	5		0
59	The Stukeleys	9	9		0
60	Tilbrook	5	5		0
61	Toseland	5	5		0
62	Upton & Coppingford	5	5		0
63	Upwood & The Raveleys	9	9		0
64	Warboys	15	13	1	1
65	Waresley cum Tetworth	5	5		0
66	Wistow	7	7		0
67	Woodhurst	7	7		0
68	Woodwalton	5	5		0
69	Wyton on the Hill	7	4	2	1
70	Yaxley	17	13		4
71	Yelling	7	7		0
	Total	650			

As at June 2013



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STANDARDS COMMITTEE

27TH JUNE 2013

**STANDARDS WATCHDOG TO REVIEW
LOCAL GOVERNMENT REGIME IN 2014/15
(Extract from Local Government Lawyer-19 April 2013)**

The Committee for Standards in Public Life has said it expects – barring any unforeseen developments – to undertake an assessment of the state of local government standards in 2014/15.

In its *Annual Plan for 2013/14*, the Committee said that in the meantime it would continue to monitor the implementation of the new local government standards regime.

This will be through analysis both of media reporting and issues of principle brought directly to the Committee's attention by members of local councils and the public.

The Watchdog revealed that in the course of 2013/14 it would also be monitoring to see if there was any evidence of the impact of austerity on support for maintaining high ethical standards.

In its *Standards Matter* report, *published in January this year*, the Committee said it had placed the post-Localism Act local government standards regime on a 'watching brief', saying that the lack of available sanctions and independent scrutiny risked damaging public confidence in the probity of local government.

The *Annual Plan for 2013/14* reveals that the Committee meanwhile plans a series of seminars "which may or may not lead to full scale inquiries".

These include events on new methods of delivering public services. The first seminar – organised in collaboration with the Association of Police and Crime Commissioners – is expected to provide an opportunity for the Committee to work with recently elected PCCs to discuss ways of managing, in a proportionate way, the common ethical risks and issues which they may face in fulfilling their new roles.

Further seminars in the series will address the ethical issues affecting new forms of educational provision (including academies and free schools) and clinical commissioning groups, potentially in collaboration with regulators and others in the education and health sectors.

"We envisage that the outputs of these seminars may feed into a broader inquiry into new methods of public service delivery and intend to also carry out some in-depth fact-finding research which would support such an inquiry," the Committee said.

Another seminar will review the progress to date with Government proposals to improve the transparency of the lobbying process and the ethical standards of lobbyists. This will focus on lobbying from the point of view of the lobbied rather than lobbyists, the Committee said.

In addition to monitoring the impact of austerity, the Committee said it would continue to look at the following issues in 2013/14:

- ◆ progress towards resolution of the issues surrounding political party funding addressed in its 13th report;
- ◆ interchange between the public and private sectors;
- ◆ the behaviour and conduct of the police;
- ◆ electoral arrangements, including the conclusions of the Electoral Commission's review of vulnerabilities to electoral fraud, expected in autumn 2013;
- ◆ the role of the media in the public sector's promotion and maintenance of standards, including the aftermath of the Leveson Inquiry; and
- ◆ whistleblowing, in light of the findings of the Francis report into Mid Staffs and subsequent developments.

The Annual Plan revealed that the Committee's budget – which is provided by the Cabinet Office – had fallen from £504k in 2012-13 to £400k in 2013-14.

The size of its secretariat has also reduced from six in 2007 to three in 2013.

"Our reduced resources will necessarily affect the ways in which we are able to fulfil our terms of reference," the Committee said.

"We will need to prioritise the ethical risks we identify carefully and focus our work accordingly. At the same time we believe that the current economic circumstances may be creating additional and enhanced ethical risks which fall within our remit to monitor and address."