

GOVERNANCE COMMITTEE

23 JUNE 2014

REPORT OF MONITORING OFFICER

MEMBER CODE OF CONDUCT GOVERNANCE SUB COMMITTEE 2 (HEARING STAGE) PROCEDURE

1.0 PURPOSE OF REPORT

- 1.1 To consider a proposed Member Code of Conduct Governance Sub Committee 2 (Hearing Stage) Procedure and refer the same to Full Council for inclusion in the Constitution.

2.0 RECOMMENDATIONS

- 2.1 **It is recommended that the Member Code of Conduct Governance Sub Committee 2 (Hearing Stage) Procedure at Appendix A is referred to the Full Council for approval and inclusion in the Council's Constitution.**

3.0 KEY ISSUES

- 3.1 In the interests of transparency and fairness, it is good practice to have a procedure available for the Sub Committee 2 to follow when hearing a complaint following investigation. A Member Code of Conduct Governance Sub Committee 2 (Hearing Stage) Procedure has been drafted and is available at Appendix A.
- 3.2 The document was approved and applied at the Governance Sub Committee 2 Hearing meeting held on 24 March 2014 and following that meeting, the procedure has been slightly updated to reflect learning at that Sub Committee hearing.
- 3.3 Once agreed by this Committee, the procedure will be referred to the Full Council for approval so that it may be included in the Council's Constitution.

4.0 POLICY AND CORPORATE IMPLICATIONS

- 4.1 Strong Corporate Governance is important in order to ensure high standards of conduct are maintained.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

- 5.1 The implementation of the new requirements is impacting on democracy related resources with particular regard to the Parish requirements.

6.0 LEGAL IMPLICATIONS/POWERS

- 6.1 Of particular note in the Localism Act is the change making the non-registration of a disclosable pecuniary interest within 28 days a criminal offence.

7.0 COMMUNITY SAFETY

7.1 There are no specific community safety implications in this report.

8.0 EQUALITIES

8.1 An Equalities Screening Assessment has been completed and is available on the Council's website which outlines the Council's responsibilities with regard to matters within the report under the Localism Act.

9.0 RISKS

9.1 The impact of the changes and implementation to meet the requirements of the Localism Act will need to be managed to minimise any risk to the Council's reputation or otherwise.

10.0 CLIMATE CHANGE

10.1 Publishing the Registration of Disclosable Pecuniary Interest forms and information on the Councillor Complaints process to the website encourages paper free access to information and helps to meet the Council's green targets.

11.0 CONSULTATION

11.1 There has been consultation with the Council's Independent Persons.

12.0 WARDS AFFECTED

12.1 All indirectly.

Contact Officer:	Angela Tebbutt, Monitoring Officer
Date:	May 2014
Appendices:	Appendix A – Member Code of Conduct Governance Sub Committee 2 (Hearing Stage) Procedure
Background Papers:	Localism Act 2011 Minutes of Council Meeting held on 18 July 2012 Minutes of Council Meeting held on 17 July 2013 Previous Minutes of Standards Committee Previous Minutes of Governance Committee
Reference:	Cttees, Council & Sub-Cttees/Governance/2014-15/230614/Hearing Procedure