

# GOVERNANCE COMMITTEE

6 FEBRUARY 2018

## REPORT OF MONITORING OFFICER

### CODE OF CONDUCT – UPDATE

#### 1.0 PURPOSE OF REPORT

- 1.1 To update the Committee on the latest position with regard to standards matters including the Code of Conduct, the Registration of Disclosable Pecuniary Interests and Other Interests and any complaints against Councillors dealt with under the Council's process.

#### 2.0 RECOMMENDATIONS

- 2.1 **The update on the position of standards matters including Parishes' Registration of Disclosable Pecuniary Interests and Other Interests and complaints against Councillors dealt with under the provisions of the Localism Act is noted.**

#### 3.0 KEY ISSUES

##### 3.1 Registration of Disclosable Pecuniary Interests and Other Interests

Registration of Disclosable Pecuniary Interests (DPI) and other interests appears to have become the norm for Borough and Parish Councillors to complete when there is any change. Updates from both Borough and Parish Councillors are generally received when there is change to the submitted form or when new Councillors are appointed and these updates are added to the Council's website.

##### 3.2 Complaints

There are two complaints in progress. There have been several enquiries regarding the Member complaints process however a potential complaint is not processed until a completed complaint form is received.

- 3.3 The Monitoring Officer and Deputy Monitoring Officer held a follow up training session with the Clerk and a Councillor from Bottesford Parish Council on 14 December 2017. The meeting covered declarations of interest, the complaints process and working arrangements for dealing with contractor quotations at meetings.

##### 3.5 Independent Persons and Parish Representatives

The Independent Persons are booked to attend an Independent Persons workshop event on 15 February 2018 at Lincoln.

#### 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 administrative 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 outlines the Council's responsibilities with regard to matters within the report under the Localism Act.

**9.0 RISKS**

9.1 The risks associated with the report are considered to relate to managing the requirements of the Localism Act and the implications of this not being followed by Councillors impacting on the Council's decision-making process and reputation.

<b>L I K E L I H O O D</b>	<b>A</b>	<b>Very High</b>				
	<b>B</b>	<b>High</b>				
	<b>C</b>	<b>Significant</b>				
	<b>D</b>	<b>Low</b>		1		
	<b>E</b>	<b>Very Low</b>				
	<b>F</b>	<b>Almost Impossible</b>				
			<b>Negligible 1</b>	<b>Marginal 2</b>	<b>Critical 3</b>	<b>Catastrophic 4</b>

**IMPACT**

<b>Risk No</b>	<b>Risk Description</b>
1	Decisions of the Sub Committees challenged due to processes not followed in line with legislation and the Council's agreed process.

## 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 is consultation with the Independent Persons on Member complaints that are not informally resolved as well as consultation with the Parish Representatives on Parish Councillor complaints.

## 12.0 WARDS AFFECTED

12.1 All indirectly.

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Contact Officer:	Keith Aubrey, Monitoring Officer
Date:	January 2018
Appendices:	None.
Background Papers:	Localism Act 2011 Minutes of Council Meeting held on 18 July 2012 Minutes of Council Meeting held on 17 July 2013 Minutes of Council Meeting held on 11 December 2013 Previous Minutes of Standards Committee Previous Minutes of Governance Committee
Reference:	Governance/2017-18/060218/Code of Conduct – Update on Progress