



Epping Forest District Council

STANDARDS COMMITTEE **Monday, 25th January, 2016**

You are invited to attend the next meeting of **Standards Committee**, which will be held at:

Committee Room 1, Civic Offices, High Street, Epping
on **Monday, 25th January, 2016**
at **7.30 pm** .

Glen Chipp
Chief Executive

**Democratic Services
Officer**

Gary Woodhall
The Directorate of Governance
Tel: 01992 564470
Email: democraticservices@eppingforestdc.gov.uk

Members:

G Chambers (Chairman), C P Pond (Vice-Chairman), S Kane, M McEwen, A Mitchell, C Roberts, B Rolfe, D Stallan and B Surtees

Independent Persons:

Mr P Adams, Mr D Cooper, Mr R Pratt

Parish and Town Council representatives:

Parish Councillors R Alvin, J Barber, R Morgan, J Whybrow

1. APOLOGIES FOR ABSENCE

(Deputy Monitoring Officer) To be announced at the meeting.

2. SUBSTITUTE MEMBERS

(Deputy Monitoring Officer) To report the attendance of any substitute members for the meeting.

3. MINUTES (Pages 5 - 8)

(Deputy Monitoring Officer) To approve as a correct record the minutes of the meeting held on 12 October 2015.

4. DECLARATIONS OF INTEREST

(Deputy Monitoring Officer) To declare interests in any item on the agenda.

5. TERMS OF REFERENCE

(Monitoring Officer) To note that the terms of reference for the Committee is as follows:

(a) Promoting and maintaining high standards of conduct by Councillors and Co-Opted Members;

(b) Assisting Councillors and Co-Opted Members to observe the Members' Code of Conduct;

(c) Advising the Council on the adoption or revision of the Members' Code of Conduct;

(d) Monitoring the operation of the Members' Code of Conduct;

(e) Advising, training or arranging to train Councillors and Co-Opted Members on matters relating to the Members' Code of Conduct;

(f) Considering dispensations to Councillors and Co-Opted Members (including Parish and Town Councillors) from requirements relating to interests set out in the Members' Code of Conduct;

(g) Dealing with any reports referred from or on behalf of the Monitoring Officer on any matter, including investigations relating to Councillor conduct;

(h) The exercise of (a) to (g) above in relation to the Parish Councils wholly or mainly in its area and the members of those Parish Councils either directly or through joint arrangements from time to time agreed; and

(i) Adjudication on complaints regarding the operation of District Council protocols annexed to the Constitution.

6. AUDIT AND STANDARDS COMMITTEE - PROPOSED TERMS OF REFERENCE (Pages 9 - 16)

(Monitoring Officer) To consider the attached report (STD-002-2015/16).

7. ALLEGATIONS MADE ABOUT THE CONDUCT OF DISTRICT AND PARISH/TOWN COUNCILLORS

(Monitoring Officer) To consider the attached schedule showing the current position of active cases, if there are any outstanding.

8. DATES OF FUTURE MEETINGS

(Monitoring Officer) The calendar for 2015/16 provides for further meetings of the Committee on 25 April 2016.

9. EXCLUSION OF PUBLIC AND PRESS

To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the paragraph(s) of Part 1 of Schedule 12A of the Act indicated:

Agenda Item No	Subject	Exempt Information Paragraph Number
10	Allegations Made About the conduct of District and Parish/Town Councillors – Issues Arising	1

To resolve that the press and public be excluded from the meeting during the consideration of the following items which are confidential under Section 100(A)(2) of the Local Government Act 1972:

Agenda Item No	Subject
Nil	Nil

Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers

Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

10. ALLEGATIONS MADE ABOUT THE CONDUCT OF DISTRICT AND TOWN/PARISH COUNCILLORS - ISSUES ARISING

(Monitoring Officer) To discuss issues arising, if any, from active cases listed on the schedule for item 7.