



Epping Forest District Council

STANDARDS COMMITTEE **Thursday, 28th March, 2013**

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 Thursday, 28th March, 2013
at 7.30 pm .

Glen Chipp
Chief Executive

Democratic Services
Officer:

G Lunnun (The Office of the Chief Executive)
Tel: 01992 564244 Email: glunnun@eppingforestdc.gov.uk

Members:

Councillors Mrs P Smith (Chairman), G Chambers (Vice-Chairman), K Angold-Stephens, Ms H Kane, A Mitchell MBE, Mrs C Pond, B Rolfe, D Stallan and Mrs J H Whitehouse

Independent Persons:

P Adams, D Cooper, J Guth, R Pratt and K Adams (reserve)

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS

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

3. MINUTES (Pages 5 - 10)

To approve as a correct record the minutes of the meeting held on 13 December 2012 (attached).

4. DECLARATIONS OF INTEREST

To declare interests in any item on the agenda.

5. TOWN AND PARISH COUNCIL REPRESENTATION

(Deputy Monitoring Officer) To receive an oral report on the position concerning the

nomination by the six Parish/Town Councils which have chosen to join this Committee of three non-voting representatives to serve on this Committee.

6. ISSUES AND OPTIONS RAISED AT THE INDEPENDENT PERSONS' WORKSHOP (Pages 11 - 16)

To consider the attached report.

7. TOWN AND PARISH COUNCILS - ADOPTION OF CODES OF CONDUCT AND COMPLAINTS PROCEDURES

(Deputy Monitoring Officer) At the last meeting the Committee was advised that replies still awaited from four parish councils about the Codes of Conduct and Complaints Procedures they are required to adopt in accordance with provisions of the Localism Act 2011.

Since that meeting, the Clerk of Fyfield Parish Council has advised that the Parish Council has decided to affiliate to the Joint Parish Standards Committee and has adopted the Public Law Partnership Code of Conduct and Complaints Procedure.

An oral report will be made at the meeting on the position of the remaining three parish councils.

8. PLANNING PROTOCOL - SITE VISITS (Pages 17 - 22)

To consider the attached report which is due to be discussed at District Development Control Committee meeting on 27 March 2013. The comments of that Committee will be reported orally.

9. JOINT PARISH STANDARDS COMMITTEE - PROGRESS REPORT

There has not been a meeting of the Joint Parish Standards Committee since the inaugural meeting held on 31 October 2012, the minutes of which were reported to the last meeting of the Standards Committee.

There has been a meeting of a Panel convened to consider a complaint, further details of which are included in agenda item 10.

10. ALLEGATIONS MADE ABOUT THE CONDUCT OF DISTRICT AND PARISH/TOWN COUNCILLORS (Pages 23 - 26)

(Monitoring Officer) To consider the attached schedule showing the current position of active cases.

11. DATES OF FUTURE MEETINGS

(Monitoring Officer) The Council's adopted calendar for 2013/14 provides for meetings on 13 June 2013, 12 September 2013, 12 December 2013 and 13 March 2014.

Additional meetings can be arranged as and when required by the Committee.

12. 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
13	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.

13. 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 .