



Epping Forest District Council

STANDARDS COMMITTEE **Thursday, 13th June, 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, 13th June, 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), R Cohen, Ms H Kane, Mrs J Lea, 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)

Parish/Town Council Representatives (non voting):

Councillors R Alvin, J Barber*, R Morgan and Ms J Whybrow* (*to alternate at each meeting).

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 28 March 2013.

4. DECLARATIONS OF INTEREST

To declare interests in any item on the agenda.

5. STANDARDS COMMITTEE MEMBERSHIP

(Deputy Monitoring Officer) To note members of the District Council appointed to serve at its annual Council meeting are as shown on the agenda.

To welcome Councillors R. Cohen and J Lea to their first meeting of the Committee.

6. INDEPENDENT PERSONS

(Deputy Monitoring Officer) To note that this is the last meeting to be attended by Jason Guth as Independent Person. He is required to relinquish this role by Government Regulations on 30 June 2013.

To note that Kim Adams, who was previously appointed as reserve, has indicated that he intends to take up the position from 1 July 2013.

7. TOWN AND PARISH COUNCIL REPRESENTATION

Recommendations:

- (1) To welcome town and parish council representatives; and**
- (2) To consider representation arrangements for Abbess, Beauchamp & Berners Roding Parish Council**

(Deputy Monitoring Officer) Since the last meeting, agreement has been reached as follows on the non-voting members to represent the six parish councils affiliated to this Committee:

Sheering/Matching PC - Councillor Richard Morgan (shared)

Roydon/Epping Upland - Councillor Janet Whybrow (Roydon) and Councillor John Barber (EU)

Chigwell/Willingale - Councillor R. Alvin (Chigwell)

Representation for Roydon/Epping Upland PCs will alternate at each meeting between the two individuals.

Abbess, Beauchamp & Berners Roding Parish Council now wishes to affiliate to this Committee. It is suggested that, as the Parish Council adjoins Willingale PC, it should be represented by Councillor Alvin provided this is acceptable to all three Councils.

8. PARISH & TOWN COUNCILS - AFFILIATION TO STANDARDS COMMITTEE AND ADOPTION OF CODE OF CONDUCT (Pages 11 - 12)

(Deputy Monitoring Officer) To note the schedule (attached) of decisions by Parish and Town Councils concerning Standards Committee affiliation and adoption of codes of conduct/complaints procedures.

9. PLANNING PROTOCOL & TRAINING (Pages 13 - 34)

(Deputy Monitoring Officer) To note details of a training course to be held on 15 June 2013 on an Introduction to Planning, the Code of Conduct and Planning Protocol.

District and Parish Councillors together with independent persons have been invited to this event. The session on the Planning Protocol is planned to be an open forum to establish concerns about the current protocol with a view to a revised version being prepared. This is a task which will fall to this Committee.

A copy of the course programme is attached, together with an advisory planning probity guide produced by the LGA which will be used as a part of the planning protocol session on the course.

10. ALLEGATIONS MADE ABOUT THE CONDUCT OF DISTRICT AND PARISH/TOWN COUNCILLORS (Pages 35 - 36)

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

11. DATES OF FUTURE MEETINGS

(Monitoring Officer) The calendar for 2013/14 provides for meetings of the Committee on 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 .