



# Epping Forest District Council

## **STANDARDS COMMITTEE** **Thursday, 3rd July, 2014**

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, 3rd July, 2014**  
**at 7.30 pm .**

**Glen Chipp**  
**Chief Executive**

**Democratic Services**  
**Officer**

S Hill (Governance Directorate)  
Tel: 01992 564249 Email:  
democraticservices@eppingforestdc.gov.uk

### **Members:**

G Chambers (Vice-Chairman), Ms H Kane, A Mitchell MBE, Mrs C P Pond, C Roberts,  
B Rolfe, D Stallan and Councillor B Surtees

### **Independent Persons:**

Mr K Adams, Mr P Adams, Mr D Cooper, Mr R Pratt

### **Parish and Town Council representatives:**

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

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## **VICE CHAIRMAN IN THE CHAIR**

### **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 12 September 2013 (attached)

**4. DECLARATIONS OF INTEREST**

To declare interests in any item on the agenda.

**5. INTRODUCTIONS**

Introductions from new members appointed by the Council at its Annual meeting and independent persons.

**6. TOWN AND PARISH REPRESENTATION**

(Monitoring Officer) To confirm Town and Parish Council representation. At the meeting on 13 June 2013 it was agreed that the representation should be reviewed at this meeting pending further requests for affiliation by Town and Parish Council's

**7. TERMS OF REFERENCE**

To note the current terms of reference of 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) granting 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 from a case tribunal or interim case tribunal, and any report from the monitoring officer on any matter which is referred by an ethical standards officer to the monitoring officer; and

(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.

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

**8. REVIEW OF PLANNING PROTOCOL**

(Monitoring Officer) To receive an update on the current consultations.

**9. REVIEW OF SCRUTINY PANEL ARRANGEMENTS**

(Monitoring Officer) To discuss the forthcoming review of scrutiny panel arrangements.

The Overview and Scrutiny Committee, at its February 2014 meeting, agreed to establish a Panel to review how its Panels are structured. The scope for this Review is to include how the Governance Directorate and any proposed Scrutiny Panel set up to look at this directorate interrelated with the terms of reference of the Audit and Governance Committee and the Standards Committee.

**10. 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.

**11. DATES OF FUTURE MEETINGS**

(Monitoring Officer) The calendar for 2014/15 provides for meetings of the Committee on 9 October 2014, 8 January 2015 and 7 April 2015.

**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:

<b>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Paragraph Number</b>
	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:

<b>Agenda Item No</b>	<b>Subject</b>
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 .