

Agenda for a meeting of the Standards Committee to be held on Wednesday 24 July 2013 at 1800 in Committee Room 4, City Hall, Bradford

Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT
Binney	Farley (Ch)	G Reid
D Smith	Ferriby	
	Javed	
	Ruding	

NON-VOTING CO-OPTED MEMBERS:

Independent Person – Mr M Shakeel

Parish and Town Council Representatives – Councillor Bowen and Councillor Mitchell

Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs and video or sound recording of the meeting, may only take place with the permission of a majority of elected members of the Committee at the meeting.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

From:

S Hemingway
 City Solicitor
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To:



Suzan Hemingway, City Solicitor

A. PROCEDURAL ITEMS

1. **DISCLOSURES OF INTEREST**

(Members Code of Conduct - Part 4A of Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) Officers must disclose interests in accordance with Council Standing Order 44.*

2. **MINUTES**

Recommended –

That the minutes of the meeting held on 16 January 2013 be signed as a correct record (previously circulated):

3. **INSPECTION OF REPORTS AND BACKGROUND PAPERS**

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Director or Assistant Director whose name is shown on the front page of the report. If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Tracey Sugden - 01274 434287)

B. BUSINESS ITEMS

4. APPOINTMENT OF A COMPLAINTS SUB-COMMITTEE

Previous Reference: Council, Minute 25 (2012-13)

The Committee is advised that it is required to appoint a Complaints Sub-Committee.

The Sub-Committee will be made up of three Members of the Standards Committee, one of whom must be from the same political group as the subject Member (wherever possible), but not all of the Members will be from the same political group. The Chair will be elected from among the membership at the beginning of the meeting, but cannot be from the same political group as the subject Member.

The Sub-Committee is required to hear and determine allegations of breach of the relevant code(s) of conduct by Members of Council and of Parish and Town Councils respectively.

Recommended –

That a Complaints Sub-Committee be appointed with memberships and role and functions as contained in the resolution of Council made on 10 July 2012 and subject to the Rules of Procedure contained in Part 3 of the Constitution adopted by Annual Council on 21 May 2013.

(Suzan Hemingway – 01274 432496)

5. MONITORING OFFICER'S REPORT ON COMPLAINTS

The Monitoring Officer will report to the meeting the receipt of any complaint notified to her, the stage that any notified complaint has reached and the final outcome on the consideration of a complaint, where appropriate.

(Suzan Hemingway - 01274 432496)

6. PROCEDURE FOR DEALING WITH COMPLAINTS AT STAGE THREE OF THE COMPLAINTS PROCEDURE

The City Solicitor will present a report (**Document “A”**) which provides Members Committee with an opportunity to consider how the Complaints Sub-Committee will undertake the consideration of a complaint at Stage three of the Complaints Procedure. A proposed running order for stage three is set out at appendix 2 of the report.

Recommended –

That the proposed running order set out in appendix 2 of Document “A” be approved.

(Suzan Hemingway - 01274 432496)

7. SCHEDULE OF MEETINGS

A proposed schedule of meetings has been arranged for the remainder of the municipal year as set out below:-

18 September 2013 at 1500

18 December 2013 at 1400

19 March 2014 at 1400

Members are requested to discuss the proposed schedule.

(Tracey Sugden – 01274 434287)

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THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER