

**NORTHAMPTON BOROUGH COUNCIL**

**STANDARDS COMMITTEE**

Your attendance is requested at a meeting to be held in The Jeffrey Room,  
The Guildhall, St. Giles Square, Northampton, NN1 1DE on  
Monday, 11 June 2018 at 5:00 pm.

**G Candler**  
**Chief Executive**

**AGENDA**

1. APOLOGIES

2. MINUTES

The Standards Committee to approve the minutes of the meeting held on 19 March 2018.

3. DEPUTATIONS / PUBLIC ADDRESSES

4. DECLARATIONS OF INTEREST

5. CODE OF CONDUCT ARRANGEMENTS COMPLAINTS

The Standards Committee to consider a report regarding complaints received under the Arrangements for dealing with allegations of breaches of the Council's Code of Conduct and of Codes of Conduct adopted by Parish Councils.

6. REGISTER OF GIFTS AND HOSPITALITY

Verbal update

7. MATTERS OF URGENCY WHICH BY REASON OF SPECIAL CIRCUMSTANCES THE CHAIR IS OF THE OPINION SHOULD BE CONSIDERED

8. EXCLUSION OF PUBLIC AND PRESS

THE CHAIR TO MOVE:

"THAT THE PUBLIC AND PRESS BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THERE IS LIKELY TO BE DISCLOSURE TO THEM OF SUCH CATEGORIES OF EXEMPT INFORMATION AS DEFINED BY SECTION 100(I) OF THE LOCAL GOVERNMENT ACT 1972 AS LISTED AGAINST SUCH ITEMS OF BUSINESS BY REFERENCE TO THE APPROPRIATE PARAGRAPH OF SCHEDULE 12A TO SUCH ACT."

**Public Participation**

Members of the public may address the Committee on any non-procedural matter listed on this agenda. Addresses shall not last longer than three minutes. Committee members may then ask questions of the speaker. No prior notice is required prior to the commencement of the meeting of a request to address the Committee.

## NORTHAMPTON BOROUGH COUNCIL

### STANDARDS COMMITTEE

Monday, 19 March 2018

**PRESENT:** Councillor Oldham (Deputy Chair, in the Chair); Councillors Bottwood, Kilbride, B Markham, Marriott and Smith, Roger Rumsey (Independent Member Co Optee) and Parish Councillor Linda Hook (Parish Councillor Co Optee)

#### 1. APOLOGIES

An apology for absence was received from Councillor Suresh Patel, Councillor Cathrine Russell and Kim Holland (Independent Member Co Optee.)

#### 2. MINUTES

The minutes of the meeting held on 18 December 2017 were signed by the Chair as a true and accurate record.

#### 3. DEPUTATIONS / PUBLIC ADDRESSES

There were none.

#### 4. DECLARATIONS OF INTEREST

There were none.

#### 5. CODE OF CONDUCT ARRANGEMENTS - COMPLAINTS

The Standards Committee received a report detailing statistics in relation to Code of Conduct Arrangements complaints.

The Standards Committee discussed the complaints listed.

RESOLVED: That:

- (1) The statistical data in relation to the number of complaints received and dealt with is noted.
- (2) Statistical data in relation to the number of complaints received and dealt with is presented to the Committee at each meeting.

#### 6. STAKEHOLDER CONSULTATION: REVIEW OF LOCAL GOVERNMENT ETHICAL STANDARDS

The Committee discussed the draft response to the Stakeholder Consultation: Review of Local Government Ethical Standards that had been put together by the Standards Working Group (Work Plan). The detail of the responses was noted.

RESOLVED: That:

- (1) The responses to the consultation of the Government Committee on Standards in Public Life on local government ethical standards is approved.

(2) The Monitoring Officer submits the Committee's responses to the consultation to the Government Committee on Standards in public life.

**7. ANNUAL REPORT OF THE STANDARDS COMMITTEE 2017/2018**

The Standards Committee considered the draft Annual Report of the Standards Committee 2017/2018, noting the content contained within.

RESOLVED: That the Annual Report of the Standards Committee 2017/2018 is approved.

**8. WORK PLAN FOR 2018/2019**

The Standards Committee considered the draft Work Plan for 2018/2019 that had been recommended for approval by the Standards Working Group (Work Plan).

RESOLVED: That the Work Plan for 2018/2019 for the Standards Committee is approved.

**9. MATTERS OF URGENCY WHICH BY REASON OF SPECIAL CIRCUMSTANCES THE CHAIR IS OF THE OPINION SHOULD BE CONSIDERED**

There were none.

The meeting concluded at 5:30 pm

Appendices: 0



## STANDARDS COMMITTEE REPORT

<b>Report Title</b>	<b>STATISTICS – CODE OF CONDUCT ARRANGEMENTS COMPLAINTS</b>
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**AGENDA STATUS: PUBLIC**

<b>Committee Meeting Date:</b>	11 June 2018
<b>Policy Document:</b>	No
<b>Directorate:</b>	Borough Secretary and Monitoring Officer

### 1. Purpose

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- 1.1 The purpose of the Report is to provide the Committee with information by reporting on the statistics regarding the number of complaints received and dealt with under the “*Arrangements for dealing with allegations of breaches of the Northampton Borough Council Members’ Code of Conduct and of Codes of Conduct adopted by Parish Councils*”.
- 1.2 At its meeting of 18 December 2017, the Standards Committee requested that statistical information be presented to each meeting of the Committee; with updates on the live complaints, new complaints and complaints that have been actioned and closed since the last meeting.

### 2 Recommendations

- 2.1 To note the statistics in relation to the number of complaints received, and dealt with, under the Code of Conduct Arrangements.
- 2.2 That statistical data in relation to the number of complaints received and dealt with, in respect of the Code of Conduct Arrangements is presented to each meeting of the Committee.

### 3. Issues and Choices

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#### 3.1 Report Background and Issues

- 3.1.1 It was resolved at the meeting of the Standards Committee held on 17 July 2017 that information regarding the number of complaints received and dealt with under the Code of Conduct Arrangements would be presented to the

Committee at its next meeting in October. This information was presented to the Committee in October.

3.1.2 The Committee requested that the data presented to it was elaborated upon to include further statistics regarding the complaints, such as the time taken to resolve the complaints and the outcomes of each complaint.

3.1.3 Further information was provided to the Standards Committee at its meetings in December 2017 and March 2018.

3.1.4 The data in paragraph 3.1.5 below relates to all Code of Conduct complaints that are still live, have been closed since the 19 March 2018 Committee meeting or have been received since the March 2018 Committee papers were published.

3.1.5

#### **a) Complaints against a Parish Councillor**

##### 1) Complaint received on 23 March 2017

This file is now closed.

The determination of the initial assessment of the complaint was that the complaint would be referred to an investigation. The investigation has taken place and the Investigator's report was received in March 2018. The file was closed on 4 April 2018.

The Investigator:

- Suggested that there is an urgent need to review the wording of the Code of Conduct, in particular Paragraph 12.
- Concluded that the investigation did not identify a breach of the Code by the Subject Member.

The Solicitor, on behalf of the Monitoring Officer, met with the Independent Person to consider the Investigator's report and determined that there would be no further action based on the legal case presented in the Investigator's report. It would be recommended to the Standards Committee, NBC, that a supplementary Code to the Code of Conduct should be considered. Should this be adopted by the Standards Committee, the relevant Officer is charged with informing the Parish Clerks of the change and recommend that the Parish Councils consider adopting a supplementary Code to their Codes of Conduct.

##### 2) Complaint received on 13 March 2018

This file is still open.

An initial assessment made by the Solicitor, on behalf of the Monitoring Officer, in consultation with the Independent Person, was held on 3 April 2018. The determination of the initial assessment of the complaint was that the complaint would be referred to an investigation. An Investigator has been appointed and his report is awaited.

3) Complaint received on 11 May 2018

The complaint was received on 11 May 2018. Pre-assessment determined that the complaint was out of scope and the file was closed on 29 May 2018.

**b) Complaint against a Borough Councillor**

1) Complaint received on 25 March 2017

As reported to the December and March 2018 meetings of the Standards Committee, this file is still open.

The determination of the initial assessment of the complaint was that the complaint would be held in abeyance pending the outcome of a separate investigation.

2) Two complaints received on 14 May 2018

Two complaints about the same Councillor were received on 14 May 2018 and the initial assessments of the complaints are scheduled for 5 June 2018. The determination of the initial assessment will be provided to the Committee at the meeting.

**3.2 Choices**

3.2.1 Members are asked to note the information provided.

**4. Implications (including financial implications)**

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**4.1 Policy**

4.1.1 This report does not have any direct policy implications.

**4.2 Resources and Risk**

4.2.1 This report does not have any direct resource implications.

**4.3 Legal**

4.3.1 Complaints received are dealt with in accordance with the *Arrangements for dealing with allegations of breaches of the Northampton Borough Council Members' Code of Conduct and of Codes of Conduct adopted by Parish Councils* which were adopted pursuant to the Localism Act 2011.

**4.4 Equality**

4.4.1 There are no direct equality and diversity implications arising from this report.

**4.5 Consultees (Internal and External)**

4.5.1 Not applicable.

**4.6 Other Implications**

4.6.1 None.

**5. Background Papers**

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5.1 Complaints received in respect of the Arrangements for dealing with allegations of breaches of the Northampton Borough Council Members' Code of Conduct and of Codes of Conduct adopted by Parish Councils.

**Francis Fernandes  
Borough Secretary and Monitoring Officer**



**NORTHAMPTON BOROUGH COUNCIL  
STANDARDS COMMITTEE – WORK PLAN 2018/2019**

<b>Topic Area</b>	<b>Rationale</b>	<b>Responsibility</b>	<b>Anticipated Meeting Date (s) of Standards Committee</b>
<b>Work Plan 2018/2019 for the Standards Committee</b>	To approve the Work Plan 2018/2019 for the Standards Committee	<b>Standards Working Group The Standards Committee</b>	<b>March 2018</b>
<b>Annual Report of the Standards Committee 2017/2018</b>	To approve the Annual Report of the Standards Committee 2017/2018	<b>Standards Working Group The Standards Committee</b>	<b>March 2018</b>
<b>Register Gifts and Hospitality (Members and Officers)</b>	To receive details regarding the declarations of gifts and hospitality of Members and Officers during 2017/2018	<b>Standards Working Group The Standards Committee</b>	<b>June 2018</b>
<b>Code of Conduct and arrangements for investigating alleged breaches</b>	To receive details of complaints received in respect of alleged breaches of the Code of Conduct	<b>Standards Working Group The Standards Committee</b>	<b>March 2018 June 2018 September 2018 December 2018</b>

Agenda Item 7





NORTHAMPTON  
BOROUGH COUNCIL

**NORTHAMPTON BOROUGH COUNCIL  
STANDARDS COMMITTEE – WORK PLAN 2018/2019**

<b>Topic Area</b>	<b>Rationale</b>	<b>Responsibility</b>	<b>Anticipated meeting date (s)</b>
<b>Organisational Ethics and Culture</b>	To receive an update on the Organisational Change Programme and to comment and input into that Programme into Ethical Conduct Matters.	<b>Standards Working Group The Standards Committee</b>	<b>As appropriate</b>
<b>Training Strategy - Ethical and Governance Matter</b>	To review the Standards Committee's Training Strategy for all Members of the Council in relation to ethical and governance matters and specific training for Members of the Standards Committee.	<b>Standards Working Group The Standards Committee</b>	<b>September 2018</b>
<b>Ethical and Governance Matters Training</b>	To receive a briefing on training that has taken place for all Members on ethical and governance matters	<b>Standards Working Group The Standards Committee</b>	<b>September 2018</b>
<b>Communications Strategy</b>	To review the Standards Committee's Communications Strategy that promotes the work of the Standards Committee and the importance of ethical governance.	<b>Standards Working Group The Standards Committee</b>	<b>December 2018</b>



**NORTHAMPTON BOROUGH COUNCIL  
STANDARDS COMMITTEE – WORK PLAN 2018/2019**

Topic Area	Rationale	Responsibility	Anticipated meeting date (s)
<b>Whistleblowing Policy</b>	To review the effectiveness of the Council's Whistleblowing Policy and Procedure and its implementation.	<b>Standards Working Group The Standards Committee</b>	<b>December 2018</b>
<b>CIPFA International Framework: Good Governance in the Public Sector</b>	The Committee to receive briefings on the CIPFA International Framework: Good Governance in the Public Sector in so far as it relates to the work of the Standards Committee.	<b>The Standards Committee</b>	<b>As required</b>
<b>Annual Report of the Standards Committee</b>	To receive the Annual Report of the Standards Committee 2018/2019 to include update about delivery of the Work Plan and monitoring data	<b>Standards Working Group The Standards Committee</b>	<b>March 2019</b>
<b>Work Plan 2018/2019 for the Standards Committee</b>	To approve the Work Plan 2019/2020 for the Standards Committee	<b>Standards Working Group The Standards Committee</b>	<b>March 2019</b>

**NB:** The approval of a Work Plan for the Standards Committee will not affect the responsibility or discretion of the Committee during the year, as the Committee can, at subsequent meetings, agree to update the Work Plan, if it is necessary to do so.