

Agenda

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Standards Committee

Date: **Monday 25 February 2019**

Time: **6.00 pm**

Place: **St Aldate's Room - Oxford Town Hall**

For any further information please contact the Committee Services Officer:

Catherine Phythian, Committee and Member Services Officer

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If you intend to record the meeting, it would be helpful if you speak to the Committee Services Officer before the start of the meeting.

Standards Committee

Membership

Chair*	Councillor Shaista Aziz
Vice-Chair*	Councillor Dr Joe McManners
Members	Councillor James Fry Councillor Michael Gotch Councillor Susanna Pressel Councillor Sian Taylor Councillor Dick Wolff

The full membership is seven councillors and the quorum for this meeting is three members. Substitute members are permitted and are shown above where notification of apologies and substitutes were received before the agenda was published. Apologies and substitutions sent after publication will be reported at the meeting.

*Substitutes for the Chair and Vice-chair do not take on these roles.

Other attendees (advisory role, no voting rights):

Independent Persons	Chris Ballinger Jill McCleery	Godfrey Cole Ben Simpson
Parish Council representative	Cllr Dorian Hancock	

Copies of this agenda

Reference copies are available to consult in the Town Hall Reception. Agendas are published 6 working days before the meeting and the draft minutes a few days after.

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- downloaded from our website
- viewed using the computers in the Customer Services, St Aldate's, or
- subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

Pages

1 Apologies for Absence

2 Declarations of Interest

3 Minutes of previous meetings

1 - 8

The Committee is recommended to approve the minutes of the meetings held on 1 November 2017 and 11 September 2018 as a true and accurate record.

4 Code of Conduct: summary of complaints and individual dispensations - 1 September 2018 until 31 January 2019

9 - 14

Report of: Anita Bradley, Monitoring Officer

Purpose:

To advise the Committee of:

1. the number of complaints received under the Members' Code of Conduct which have been, or are to be, considered by the Head of Law and Governance (in her statutory capacity as the authority's Monitoring Officer) and the Independent Persons. The report also notes the outcome, where complaints have been concluded; and
2. the number of dispensations to an individual member, granted under Section 33 of the 2011 Localism Act, by the Monitoring Officer, following consultation with an Independent Person.

Recommendation:

That the Standards Committee notes the content of the report.

5 Assessment criteria and proposed changes to the complaints handling process

15 - 56

Report of: Anita Bradley, Monitoring Officer

Purpose: To advise the Committee of the proposed changes to the "Complaints Handling Arrangements" documentation and the introduction of formal assessment criteria.

Recommendation:

That the Standards Committee recommends Council to:

1. **Approve** the proposed changes to the "complaints handling

arrangements” documentation as detailed in the report;

2. **Delegate authority** to the Monitoring Officer to amend and agree the final text and design of the draft “Complaints Handling Arrangements” documentation (as set out in Appendix 2); and
3. **Approve** the proposed assessment criteria (as set out in paragraph 23) for use by the Monitoring Officer, in consultation with the Independent Persons, in the consideration of Code of Conduct complaints.

6 Review of member training in 2018 and proposals for future years

57 - 78

Report of: Anita Bradley, Monitoring Officer.

Purpose/content: Review of Member training in 2018 and proposals for future years

Recommendation:

That the Standards Committee resolves to:

1. **Note** the evaluation of the programme of training delivered to members in 2018;
2. **Endorse** the arrangements for the member training programme for 2019-20 based on the proposals set out in Appendix 2;
3. **Endorse** the proposed approach for the development of a new member development and training programme for the municipal years 2020-24.

7 Social media protocol for councillors

79 - 86

Report of: Anita Bradley, Monitoring Officer

Purpose: To agree a social media protocol for councillors.

Recommendation:

That the Standards Committee resolves to:

Approve the social media protocol for councillors as set out in Appendix 1.

8 Committee on Standards in Public Life - Local Government Ethical Standards

87 - 96

Report of: Anita Bradley, Monitoring Officer

Purpose: This report informs the Committee of the findings of the Committee on Standards in Public Life report on Local Government Ethical Standards.

Recommendation:

That the Standards Committee notes the report and considers whether there are any particular recommendations from the Committee on Standards in Public Life that the Committee would like to consider further at a future meeting.

9 Dates of future meetings

The Committee is scheduled to meet at 6.00pm on the following dates:

- 24 June 2019
- 16 September 2019
- 2 December 2019
- 2 March 2020

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.