

STANDARDS COMMITTEE

MINUTES OF THE STANDARDS COMMITTEE MEETING HELD ON 7 JUNE 2017 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Paul Oatway QPM (Chairman), Cllr Howard Greenman (Vice Chairman), Cllr Derek Brown OBE, Cllr Peter Evans, Cllr Peter Fuller, Cllr Russell Hawker, Cllr Ruth Hopkinson, Cllr Fred Westmoreland, Cllr Sue Evans (Substitute) and Cllr Peter Hutton (Substitute)

Also Present:

Cllr Richard Britton, Cllr Trevor Carbin and Cllr Gordon King

26 **Apologies**

Apologies were received from Councillors Allison Bucknell, Anna Cuthbert and Bob Jones MBE.

Councillor Cuthbert was substituted by Councillor Peter Hutton. Councillor Bucknell was substituted by Councillor Sue Evans.

27 **Minutes**

The minutes of the meeting held on 25 April 2017 were presented, and it was,

Resolved:

To approve and sign as a true and correct record.

28 **Declarations of Interest**

There were no declarations.

29 **Chairman's Announcements**

Through the Chair it was announced that three Independent Persons had been appointed at Council on 16 May 2017 on the recommendation of the Committee, and that arrangements were underway for code of conduct training for town and parish councillors to take place in the autumn 2017.

30 **Public Participation**

There were no questions or statements submitted.

31 **Status Report on Complaints**

The Committee received an update report on the status of Code of Conduct complaints, including total numbers, those referred for investigation and the types of complaint received.

Resolved:

To note the report.

32 **Appointment of Constitution Focus Group**

Since its creation as a unitary authority in 2009 the Council has appointed a Constitution Focus Group to advise and assist the Monitoring Officer and the Standards Committee in their respective roles of overseeing the Council's Constitution.

The Committee received a report recommending the Focus Group be re-established, with minor changes to the terms of reference to specify how the chairman be appointed and to clarify that constitutional changes might need to be made in response to any legislative changes.

Resolved:

To approve the establishment of a Constitution Focus Group with terms of reference as attached to these minutes.

33 **Date of Next Meeting**

The date of the next meeting was confirmed as 13 September 2017.

34 **Urgent Items**

There were no urgent items.

(Duration of meeting: 12.00 - 12.15 pm)

The Officer who has produced these minutes is Kieran Elliott, of Democratic Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

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CONSTITUTION FOCUS GROUP

TERMS OF REFERENCE

To undertake the following:

- ongoing review work on the constitution as and when required;
- producing user friendly summaries of the relevant parts of the constitution for use by members of the public and members of the Council and

specifically to review the constitution in light of any changes in the legislation

- To consider the views of (as appropriate):
 - elected and co-opted members of the Council
 - officers
 - decision making bodies of the Council
 - town, parish and city councils and
 - members of the public

ascertained through questionnaire responses and appropriate methods of communication and make appropriate recommendations

- To offer a councillor perspective on and accordingly to influence key issues within the constitution.
- To advise the Standards Committee of final recommendations on any changes to the constitution for consideration and onward recommendation to Council.

Membership

- (i) a member from each political group on the Council nominated by group leaders;

Conservative:

Liberal Democrat:

Independent:

Labour:

- (ii) a member of the Overview and Scrutiny Management Committee;
- (iii) a member of the Audit Committee;
- (iv) two co-opted non-voting members of the Standards Committee (one of which to be a town/parish representative);

(v) the Chairman of the Standards Committee

and

(vi) that appropriate Councillors and Officers are invited to attend as and when requested by the Focus Group or its Chairman to assist it in its work.

Chairmanship

A chairman will be selected by the Focus Group from among its membership