

## AGENDA

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**Meeting:** Standards Committee  
**Place:** Alamein Suite - City Hall, Malthouse Lane, Salisbury, SP2 7TU  
**Date:** Wednesday 10 July 2013  
**Time:** 2.00 pm

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Please direct any enquiries on this Agenda to Kieran Elliott, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718504 or email [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225) 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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### Membership:

Cllr Desna Allen	Cllr Howard Marshall
Cllr Allison Bucknell	Cllr John Noeken (Vice Chairman)
Cllr Trevor Carbin	Cllr Paul Oatway QPM
Cllr Terry Chivers	Cllr Horace Prickett
Cllr Howard Greenman	Cllr Ian Tomes
Cllr Julian Johnson (Chairman)	Cllr Christopher Williams

### Substitutes:

Cllr Rosemary Brown	Cllr Chris Hurst
Cllr Chris Caswill	Cllr George Jeans
Cllr Ernie Clark	Cllr Simon Killane
Cllr Mary Douglas	Cllr Sheila Parker
Cllr Dennis Drewett	Cllr John Walsh
Cllr Russell Hawker	Cllr Roy White

### Non-Elected Non-Voting Members:

Mr Philip Gill MBE JP  
Mr Paul Neale  
Mr John Scragg  
Miss Pam Turner

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## Part 1

Items to be considered when the meeting is open to the public

1 **Apologies for Absence**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 1 - 6*)

To confirm the minutes of the meeting held on 24 October 2012.

3 **Dispensation Sub-Committee Minutes** (*Pages 7 - 12*)

To receive and note the minutes of the Dispensation Sub-committees held on 24 January 2013

4 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5 **Chairman's Announcements**

To receive any announcements through the Chair.

6 **Public Participation and Questions**

The Council welcomes contributions from members of the public.

### Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so **at least 10 minutes prior to the meeting**. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

### Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution. Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of the agenda **no later than 5pm on 03 July 2013**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

7 **Appointment of Focus Group on the Constitution** (*Pages 13 - 16*)

To appoint the membership of the Focus Group on the Constitution for the forthcoming year.

8 **Minutes and Recommendations of the Focus Group on the Constitution**  
(*Pages 17 - 72*)

a) To note minutes of the meeting of the Focus Group on the Constitution held on 12 March 2013 and consider the recommended changes to the following documents of the Constitution:

- I. Protocol 2 – Councillor/Officer Relations (Appendix A – Pages 21-30)
- II. Protocol 3 – Guidance to Members on Outside Bodies (Appendix B – Pages 31-54)
- III. Protocol 4 – Planning Code of Good Practice (Appendix C – Pages 55-68)
- IV. Protocol 12 – Code of Conduct (Appendix D – Pages 69-72)

b) To recommend Council to adopt the revised documents as agreed by the Committee

9 **Code of Conduct: Registration and Disclosure of Additional Interests**  
(*Pages 73 - 104*)

To consider the report from the Monitoring Officer.

Appendix A - Consultation letter to parish, town and city councils - December 2012 (Pages 79-82)

Appendix B - Summary table of results of consultation (Pages 83-84)

Appendix C - Comments received from consultees (Pages 85-92)

Appendix D - DCLG Guidance 'Openness and transparency on personal interests' A guide for councillors (pages 93-104)

10 **Status Report on Complaints** (*Pages 105 - 106*)

To note the report on complaints.

11 **Draft Annual Governance Statement 2012/13** (*Pages 107 - 136*)

To consider the report of the Monitoring Officer on the draft Annual Governance Statement.

12 **Forward Plan** (*Pages 137 - 138*)

13 **Urgent Items**

**Part II**

*Item(s) during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed*