

CONSTITUTION AND ETHICS COMMITTEE ACTION LOG –MINUTES OF 23 JUNE 2015

MINUTE	TITLE OF REPORT / MINUTE AND ACTION REQUESTED	ACTION BY	COMMENTS
66.	ACTION LOG 28 APRIL 2015		
	<ul style="list-style-type: none"> the Monitoring Officer undertook to seek comparator figures with previous years and from neighbouring local authorities on the number of whistleblowing reports [Minute 57] 	Quentin Baker	Information being sought via Information Governance and will be emailed to members of the Committee as soon as it is available.
	<ul style="list-style-type: none"> members asked to see the draft flowchart outlining procedures to be followed to request the inclusion of items on committee agenda, submission of motions etc [Minute 60] 	Michelle Rowe	Flowchart has been circulated to all members
67.	RIGHT TO CHALLENGE PARKING POLICIES – PROPOSED ADDITIONAL PETITIONS PROCEDURE		
	<ul style="list-style-type: none"> The matter be taken to the relevant Committee for consideration if it were to be established that there was a statutory requirement to have such a scheme – action therefore <ol style="list-style-type: none"> 1) Establish whether a separate petitions procedure was required for challenging parking policies 2) Highways and Community Infrastructure (HCI) Spokes to review as first step – paper required setting out options –need to be clear what a member of the public can do about a parking issue 	Quentin Baker/ Rob Sanderson /Dawn Cave	<ol style="list-style-type: none"> 1) Legal advice on definition now received 2) Report being drafted for HCI Spokes
68.	LOCAL AUTHORITIES (STANDING ORDERS) (ENGLAND) (AMENDMENT) REGULATIONS 2015		
	Recommended to Full Council that Part 4.7 of the Constitution (Officer Employment Rules) be amended	Michelle Rowe	Approved by Council 21.07.15

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69.	GRANT OF DISPENSATIONS UNDER THE MEMBERS' CODE OF CONDUCT		
	Resolved to 1) authorise the Monitoring Officer, in consultation with the Chairwoman, to amend the proposed amendment to the Code of Conduct to allow for the possibility that in exceptional circumstances, at the Monitoring Officer's discretion, a member might be permitted to speak on a matter in which he/she had a disclosable pecuniary interest without giving prior written notice 2) recommend to Full Council that amendments be made to the Members' Code of Conduct to permit the grant of dispensations to members as amended above	Quentin Baker / Kathrin John Michelle Rowe	1) See item 5 on agenda 15.09.15, advising that written notice of dispensation request is required by statute. 2) See above
70.	FEEDBACK FROM COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES		
	Resolved to send to Member Development Panel for consideration	Michelle Rowe	Referred to Member Development Panel 28.07.15 who endorsed need for training and considered arrangements for 25.08.15 training session for Chairmen/women; Vice-Chairmen/women and Spokesmen/women.
71.	AMENDMENTS TO THE COUNCIL'S CONSTITUTION		
	1) Delegations to the Executive Director: Economy, Transport and Environment Services 2) Proposed changes to the Decision Review Rules Agreed the Monitoring Officer should rewrite the report and send it out for comment before bringing it back to the next meeting of the Committee	Quentin Baker / Kathrin John	1) Flooding delegation being considered initially by Economy and Environment Committee; also see item 7 on agenda 15.09.15 2) See item 6 on agenda 15.09.15 Delegation to Officers.

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73.	FORWARD AGENDA PLAN		
	<p>The Chairwoman undertook to look at the allocation of topics to forthcoming meetings in consultation with the Monitoring Officer –</p> <ul style="list-style-type: none"> a) Spokes' allowances b) the question whether the Highways and Community Infrastructure Committee should be divided into two committees, one covering highways and the other dealing with community infrastructure c) roles and powers of chairmen/women of the Policy and Service Committees, and where they should and should not be involved in matters d) the involvement of local members, for example by informing them of planning applications received, and by informing members when the Council has responded to a request for statutory representation to another body; this would be helpful to members, for example when talking to parish councils e) arrangements for the budget meeting of Full Council f) the clarification of what motions and issues could be brought to Full Council g) the clarification of the position when dealing with confidential matters; was it permissible for example to talk to other members of the same political group about a confidential matter of which a member had knowledge. 	Cllr Smith / Quentin Baker	<ul style="list-style-type: none"> a) It is already possible to ask for proportion of money back in scheme if spokes not carrying out duties / attending. b) Not identified in review; review due again in early 2016 c) Included in training event on 25 August 2015; minute 70 comment refers d) SMT has been sent reminder by email e) See Constitution Procedure Rules, Parts 4.1 and 4.3 f) See flowchart issued in response to minute 66 above... g) Monitoring Officer's team to develop a guidance note, bring to C&E committee for sense check.