

## **CONSTITUTION AND ETHICS COMMITTEE: MINUTES**

**Date:** Tuesday 2nd September 2014  
**Time:** 2.00pm – 2.25pm  
**Place:** Kreis Viersen Room, Shire Hall, Cambridge  
**Present:** Councillors S Kindersley (Chairman), D Brown, P Bullen, S Frost, R Hickford, J Hipkin, M McGuire, P Reeve, J Scutt, M Smith and A Taylor

### **30. ELECTION OF VICE-CHAIRMAN/WOMAN/WOMAN**

It was resolved that Councillor McGuire be elected Vice-Chairman of the Committee for the municipal year 2014-15. The Chairman thanked Councillor Hipkin, the previous Vice-Chairman, for his contribution to the Committee's work.

### **31. DECLARATIONS OF INTEREST**

Councillor Hickford declared an interest in agenda item 5 (minute 34) as the subject of one of the complaints that were being reported to the Committee for information.

### **32. MINUTES – 22nd APRIL 2014**

The minutes of the meeting held on 22nd April 2014 were confirmed as a correct record and signed by the Chairman.

### **33. SUMMARY OF ACTIVITY IN RELATION TO THE REGULATION OF INVESTIGATORY POWERS ACT 2000**

The Committee received a report of Council activity under the Regulation of Investigatory Powers Act 2000 (RIPA) for the financial year 2013-14, as required by the Council's RIPA policy. The Committee also noted the findings of an internal audit in July 2014 of the implementation of RIPA arrangements within the Council.

Commenting on the report, members

- broadly welcomed the fact that no authorisations for the use of directed covert surveillance or for the use of covert human intelligence sources had been made in the past year
- pointing out that RIPA powers had occasionally been used in the past, asked whether the current cautious approach had affected the effectiveness of e.g. Trading Standards work. Members were advised of the importance of officers being aware that the powers were available for use if required
- noted that Authorised Officers received RIPA training at least every three years, with additional training as required if there were changes to the RIPA framework; Authorised Officers could not act until they had received training
- requested that future reports on RIPA activity include a table going back over a number of years to enable the Committee to see the historic picture.

The Committee noted the report.

**34. A REVIEW OF THE COMPLAINTS RECEIVED UNDER THE MEMBERS' CODE OF CONDUCT FROM 1 APRIL 2014 TO 18 AUGUST 2014**

The Committee received a report setting out the number and nature of the complaints received about members under the Code of Conduct, and reporting the decision of the Hearing Sub-Committee on the complaint against Councillor Leeke.

The Chairman thanked Councillors Frost and Rylance for their work as members with him of the Hearings Sub-Committee, and asked that the thanks be recorded. Members asked that the Committee's thanks to the Chairman also be recorded. The Chairman thanked the officers involved for their contribution to the work of the Hearings Sub-Committee.

The Committee noted the report.

**35. DATE OF NEXT MEETING**

The Committee noted that it was next due to meet at 2.00pm on Tuesday 11th November 2014.

Members suggested that it might be helpful if the Committee were to maintain a forward agenda plan. The Committee noted that the agenda for its next meeting would include a report on the governance of the Greater Cambridge City Deal; the Economy and Environment Committee would also be considering City Deal governance on 11th November, prior to a decision being taken by Council in December 2014.

Chairman