

Democratic Services
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16 March 2011

To: All Members of the Standards Committee

Independent Members: Susan Toland (Chair), Alun Morgan, Deborah Russell, Cyril Davies

Parish Representatives: Councillor Robert Butt, Councillor Axel Palmer, Councillor Veronica Packham

Bath and North East Somerset Councillors: Councillor Eleanor Jackson, Councillor Nigel Roberts and Councillor Brian Simmons

Chief Executive and other appropriate officers

Press and Public

Dear Member

Standards Committee: Thursday, 24th March, 2011

You are invited to attend a meeting of the **Standards Committee**, to be held on **Thursday, 24th March, 2011** at **6.00 pm** in the **Council Chamber - Keynsham Town Hall**.

Please note later start time.

The agenda is set out overleaf.

Yours sincerely

Ann Swabey
for Chief Executive

If you need to access this Agenda or any of the supporting reports in an alternative accessible format, please contact Democratic Services or the relevant report author whose details are listed at the end of each report

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Ann Swabey who is available by telephoning Bath (01225) 394416 or by calling at the Riverside Offices, Keynsham (during normal office hours).
- 2. Details of Decisions taken at this meeting** can be found in the minutes which will be circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting as above:-

Public Access points - Guildhall - Bath, Riverside – Keynsham, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

For Councillors and officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Libraries.

- 3. Substitutions:** Members are reminded that any substitutions must be made in accordance with the relevant Rule set out in the Council's Constitution and notified in writing to Ann Swabey prior to the commencement of the meeting.
- 4. Public Speaking at Meetings**

The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. They may ask a question which must be submitted in writing to Democratic Services and to which a written answer will be given. Public and Councillor submissions to the Standards Committee under this scheme must relate to the general business of this Committee. Separate arrangements apply to hearings about individual cases.

Advance notice is required not less than two full working days before the meeting (for instance, this means that for meetings held on Thursdays notice must be received in Democratic Services by 4.30pm the previous Monday).

- 5. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 6. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**

7. Emergency Evacuation Procedure

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people

8. Wards (the areas of the Authority which Councillors represent)

Where an item relates to a specific ward within the Authority, the name of that ward is given alongside the item heading. The name of the Ward is also shown on the front page of the associated report. Where no ward is given, this is because the item is a general matter or relates to the whole of the Bath and North East Somerset area.

**Standards Committee – Thursday, 24th March, 2011
at 6.00 pm in the Council Chamber - Keynsham Town Hall**

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out on the Agenda.

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members/Officers in respect of matters for consideration at this meeting.

Members who have an interest to declare are asked to:

- a) State the Item Number in which they have the interest;
- b) The nature of the interest;
- c) Whether the interest is personal or personal and prejudicial

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

The Chair will announce any items of urgent business accepted since the agenda was prepared under the Access to Information provisions.

6. ITEMS FROM THE PUBLIC - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS

At the time of publication, no items had been submitted.

7. ITEMS FROM COUNCILLORS AND CO-OPTED AND ADDED MEMBERS RELATING TO THE GENERAL BUSINESS OF THE COMMITTEE

To deal with any petitions or questions from Councillors and where appropriate co-opted and added members.

8. MINUTES OF THE MEETING OF 16TH DECEMBER 2010 (Pages 7 - 10)

A. PUBLIC MINUTES

B. EXEMPT MINUTES

9. REFERENCE TO COMMITTEE OF INVESTIGATING OFFICER'S REPORT CONCERNING ALLEGATIONS OF BREACHES OF THE CODE OF CONDUCT BY A COUNCILLOR - CASE NO. 19-10 B&NES (Pages 11 - 16)

The Committee is asked to consider the Investigating Officer's report and decide whether it agrees with the Investigating Officer's finding that there has been no breach of the Code of Conduct.

Note: *the papers for this item contain Appendices which are considered exempt from publication under Local Government Act 1972 (amended Schedule 12A) because they contain information relating to an individual.*

Before beginning the business relating to this item, the Committee will be asked to consider the Public Interest test (Attached as Appendix 1) and then to determine whether the information is indeed exempt from publication. {Should the Committee decide that the appendix is not exempt, copies will be will be provided for the public}.

*Should the committee wish to **discuss** the contents of the Appendices, the appropriate resolution requiring exclusion of the public will be passed.*

The Committee Administrator for this meeting is Ann Swabey who can be contacted on 01225 394416.