

COUNCILLOR CONDUCT COMMITTEE

18 SEPTEMBER 2012

TIMETABLE OF COMMITTEE MEETINGS 2012/13

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Summary

This report sets out the suggested frequency and schedule of meetings for the Councillor Conduct Committee for 2012/13.

1. Budget and Policy Framework

- 1.1 The role of the Councillor Conduct Committee is to promote and maintain high standards of conduct by all Councillors, Parish Councillors and co-opted church and parent governor representatives serving on the Children and Young People Overview and Scrutiny Committee. The Committee has been established after the annual joint meeting of all committees, where the timetable of meetings is agreed and it is therefore a matter for the committee to decide on its schedule of meetings for 2012/13.
- 1.2 The Council has a statutory duty to adopt a code dealing with the conduct expected of members and co-opted members and to have in place a process for considering complaints about Councillors' conduct under the Localism Act 2011. The Council adopted its Code of Conduct at its meeting on 26 July 2012 and the Councillor Conduct Committee is being asked to agree the process for considering complaints about Councillors' conduct at this meeting earlier in the agenda.

2. Suggested frequency of meetings

- 2.1 The Councillor Conduct Committee has responsibility for dealing with allegations of misconduct. The recommended process and procedure for dealing with complaints is set out for the committee's consideration elsewhere on the agenda for this meeting. The process suggests that the Councillor Conduct Committee will meet to consider initial complaints for assessment and to decide on what action should be taken and it is also recommended that the committee meet to consider investigation reports where complaints are referred for investigation and to decide on what sanctions, if any, should be instructed.

- 2.2 With this role in assessing complaints and considering investigation outcomes in mind, it is recommended that the Councillor Conduct Committee schedule monthly meetings, which can be cancelled when there is no business or where there are no complaints to be considered. This would ensure that complaints received would not be delayed too extensively before being assessed.

3. Suggested meetings for 2012/13

- 3.1 The following dates are the suggested meetings for the Councillor Conduct Committee for 2012/13. It is recommended that these meetings are scheduled to begin at 6pm.

17 October 2012
13 November 2012
12 December 2012
9 January 2013
6 February 2013
5 March 2013
2 April 2013
30 April 2013

4. Financial and legal implications

- 4.1 There are no financial or legal implications arising directly from this report.

5. Recommendations

- 5.1 To agree the recommended schedule of meetings of the Councillor Conduct Committee set out at paragraph 3.1, which will meet on a monthly basis.

Background papers

- Localism Act 2011
- Council – 26 July 2012 – Councillor conduct complaints under the Localism Act 2011

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