

**Medway Council**  
**Meeting of Councillor Conduct Committee**  
**Monday, 21 October 2013**  
**6.00pm to 6.45pm**

**Record of the meeting**

**Subject to approval as an accurate record at the next meeting of this committee**

**Present:** Councillors: Mrs Diane Chambers, Adrian Gulvin, Hicks, Kemp (Vice-Chairman), Royle, Shaw and Smith

**Substitutes:** Councillors:  
Griffiths (Substitute for Paul Godwin)

**In Attendance:** Perry Holmes, Assistant Director Legal and Corporate Services/Monitoring Officer  
Teri Reynolds, Democratic Services Officer  
Nicola Smith, Democratic Services Officer  
Christine Wilson, Head of Legal Services

**473 Election of Chairman**

Councillor Hicks was elected as Chairman for the remainder of the 2013/14 municipal year.

**474 Record of meeting**

The record of the meeting held on 11 June 2013 were agreed and signed by the Chairman as correct.

**475 Apologies for absence**

An apology for absence was received from Councillor Paul Godwin.

**476 Urgent matters by reason of special circumstances**

There were none.

**477 Declarations of disclosable pecuniary interests**

There were none.

**478 Annual report of the Monitoring Officer**

**Discussion:**

The Monitoring Officer presented his annual report for the period July 2012 to July 2013 which provided an update on Member conduct issues and the work of the Councillor Conduct Committee and the Monitoring Officer and reviewed the first year of operation of the new standards process.

**Decision:**

The Committee noted the report.

**479 Code of Members' conduct**

**Discussion:**

The Monitoring Officer introduced the report which detailed recent guidance from the Department for Communities and Local Government on members' registration and disclosure of interests and advised the committee of possible amendments to the Councillor Code of Conduct. In response to a query from a Member the Monitoring Officer clarified the options available to the committee in response to the guidance, which were detailed in the report. He confirmed that he felt Members were already appropriately declaring conflicts of interest at meetings and felt that no change to the Code of Conduct was required.

**Decision:**

The Committee agreed:

- (1) Not to recommend to Full Council that the Council should revise its Code of Conduct to incorporate the text for the illustrative Code of Members' Conduct.
- (2) That the briefing note on the Code of Conduct presented by the Monitoring Officer at Appendix 4 of the report should be circulated to all members and co-opted members who are subject of the code.

**480 Exclusion of the press and public**

Resolved:

That the press and public be excluded from the meeting during consideration of the exempt material relating to agenda item 9 because consideration of these matters in public would disclose information falling within Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972 as specified in agenda item 8, and, in all the circumstances of the case, the Committee considers that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**481 Assessment of complaint - CCC/002/13**

**Discussion:**

The Committee considered complaint CCC/002/2013 received by the Monitoring Officer on 10 October 2013.

**Decision:**

- (1) The Committee decided to take no further action in relation to complaint CCC/002/13 in relation to any of the three subject Members as it did not consider the complaint including any actions of any of the subject members that might be a breach of the Councillor Code of Conduct
- (2) The committee recommended that the Monitoring Officer consider the documentation and guidance relating to Ward Improvement Funds and to make any required changes to clarify issues relating to Disclosable Pecuniary Interests and conflicts of interest to ensure openness and transparency.

**Chairman**

**Date:**

**Teri Reynolds. Democratic Services Officer**

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