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31 July 2006

To: Members of the Standards Committee:

Mr P Brindle	Independent Member
RF Bryant	District Council Member, Independent Group
EW Bullman	District Council Member, Conservative Group
NN Cathcart	District Council Member, Labour Group
Mrs GM Everson	Parish Member
Mr M Farrar	Parish Member
Mr D Gilbertson	Independent Member
Mrs CA Hunt	District Council Member, Conservative Group
Mr D Kelleway	Parish Member
A Riley	District Council Member, Independent Group
Mrs VM Trueman	District Council Member, Liberal Democrat Group
Dr SEK van de Ven	District Council Member, Liberal Democrat Group

and to Councillor NS Davies and Mr K Barrand (Cambridgeshire Association of Local Councils), for information.

Dear Sir or Madam

You are invited to attend the next meeting of **STANDARDS COMMITTEE**, which will be held in the **COUNCIL CHAMBER, FIRST FLOOR** at South Cambridgeshire Hall on **WEDNESDAY, 9 AUGUST 2006** at **10.00 a.m.**

Yours faithfully
GJ HARLOCK
Chief Executive

AGENDA

PAGES

PROCEDURAL ITEMS

- 1. Introductions**
- 2. Election of Chairman**
The Committee is asked to note that forthcoming legislation will make it mandatory to have an independent member as Chairman. **For decision.**
- 3. Appointment of Vice-Chairman**
In light of the coming requirement for an independent Chairman, the Committee may wish to consider whether it is also necessary to have an independent Vice-Chairman, who can undertake the Chairman's responsibilities in the Chairman's absence. **For decision.**
- 4. Declarations of Interest**
The Chairman will comment upon procedural matters regarding declarations of interest.

5. **Minutes of Previous Meeting** 1 - 6
To authorise the Chairman to sign the Minutes of the meeting held on 10 May 2006 as a correct record.

DECISION ITEMS

6. **Feedback from Parish Councils and Parish Meetings** 7 - 8
To receive any feedback from parish councils / meetings on the Chairman's letter (attached).

The Committee is asked to consider whether to include a standing item on future agendas inviting the parish members to raise issues put to them by parish councils and meetings. **For decision.**

7. **Advice to, and training of, District and Parish Council Members in relation to the Members' Code** 9 - 12
Development of training action plan: Keith Barrand, General Secretary of the Cambridgeshire Association of Local Councils (CALC), and Simon Edwards, Resources, Staffing, Information & Customer Services Portfolio Holder, have been invited to attend the meeting. **For decision.**

8. **Bridging the Gap: Standards Board for England Fifth Annual Assembly, Birmingham, 16-17 October 2006** 13 - 16
The full advance programme is available for download from the Council's website. **For decision.**

9. **Dispensations** 17 - 22
A request for a dispensation has been received from members of the Histon & Impington Recreation Ground Sub-Committee. **For decision.**

10. **Whistleblowing Policy** 23 - 36
To recommend the draft Whistleblowing Policy to Cabinet for adoption.

11. **Standards Committee Webpage** 37 - 46
For decision.

12. **Procedure for Local Investigation of Referred Complaints** 47 - 56
For ratification.

13. **Procedure for Local Standards Hearings** 57 - 76
For ratification.

INFORMATION ITEMS

14. **Standards Board for England Annual Review 2005-06** 77 - 90
To note.

15. **Appointment of Independent Members**
To note the Chairman's appointment of the panel which will be conducting interviews with the shortlisted candidates.

STANDING ITEMS

- 16 (a) **Operation of Members' Code**

16 (b) Case Tribunal reports and references made to Ethical Standards Officers

16 (c) Operation of National Codes of Conduct and other statutory functions of the Monitoring Officer

16 (d) The handling of complaints and investigations by the Ombudsman

17. Dates of Future Meetings

On 21 November 2005 Standards Committee agreed to meet quarterly on the second Wednesday of the month at 10 am, except on occasions where this would conflict with other Council commitments. Members are asked **to note** the dates of future meetings, all to be held in the Council Chamber:

- Wednesday 8 November 2006
- Wednesday 14 February 2007
- Wednesday 16 May 2007 (third Wednesday of the month, due to Planning Committee meeting on 8 May)
- Wednesday 8 August 2007
- Wednesday 14 November 2007