



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE
Telephone: 01353 665555

MEETING: **FINANCE & ASSETS (ETHICAL GOVERNANCE) SUB-COMMITTEE**
TIME: 10.00am
DATE: Thursday 29 July 2021
VENUE: Council Chamber, The Grange, Nutholt Lane, Ely
ENQUIRIES REGARDING THIS AGENDA: Tracy Couper
DIRECT DIAL: (01353) 665555 EMAIL: tracy.couper@eastcambs.gov.uk

Membership:

Conservative Members

Councillor David Brown
Councillor Julia Huffer
Councillor Bill Hunt

Liberal Democrat Members

Councillor Charlotte Cane
Councillor Simon Harries
Councillor John Trapp

Independent Member

Councillor Paola
Trimarco

Substitutes:

Councillor Dan Schumann
Councillor Josh Schumann
Councillor Jo Webber

Substitutes:

Councillor Lorna Dupré
Councillor Mark Inskip
Councillor Christine Whelan

Substitutes:

Councillor Sue Austen

In Attendance:

Gillian Holmes - Independent
Person

Lead Officer:

Maggie Camp, Legal Services Manager and Monitoring Officer

Quorum: 3 Members

A G E N D A

- 1. Election of Chairman**
To elect a Chairman of the Finance & Assets (Ethical Governance) Sub-Committee for the municipal year
- 2. Declarations of Interest**
To receive declarations of interest from Members for any items on the Agenda in accordance with the Members Code of Conduct

EXCLUSION OF THE PUBLIC INCLUDING REPRESENTATIVES OF THE PRESS

That the press and public be excluded during the consideration of item No. 3 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1, 2 and 5 of Part I Schedule 12A to the Local Government Act 1972 (as amended)

3. Monitoring Officer's Report - Local Complaint Investigation (District Councillor)

Sub-Committee Procedure for Members Code of Conduct Complaints attached

FINANCE & ASSETS (ETHICAL GOVERNANCE) SUB-COMMITTEE
SUB-COMMITTEE PROCEDURE: MEMBERS CODE OF CONDUCT COMPLAINTS

1. The Monitoring Officer shall produce a summary report, which includes the investigation report and provides the view of the Independent Person on the complaint and the evidence considered by the Independent Person.
2. The Monitoring Officer shall circulate their report to the complainant, and the subject of the complaint, and provide them at least 5 clear days in which to provide any additional “submission” to the Finance & Assets (Ethical Governance) Sub-Committee, and to identify any matters that they believe to be factually inaccurate within the report. They shall not have the right to modify the finding of the investigation report or the view of the Independent Person.
3. The Monitoring Officer shall provide the report, and any additional information provided by the subject and complainant, to the meeting of the Sub-Committee convened in order to consider the matter, in accordance with normal Access to Information rules.
4. It would usually be expected that such reports would be treated as confidential, and not available to the press and public, in advance of the Sub-Committee meeting.
5. The Sub-Committee will meet at the date, time and venue stated. They will consider whether the press and public should be excluded from the meeting.
6. The first item of business for the Sub-Committee will be the appointment of a Chairman.
7. The Monitoring Officer will summarise the report for the Sub-Committee and allow the Investigating Officer to speak on their investigation report, if they are present and wish to. The Sub-Committee Members can ask questions of the Monitoring Officer and Investigating Officer.
8. If present, the Complainant and Subject Member can speak on the report and the Sub Committee Members can ask them questions of clarification.
9. The Chair then shall invite discussion and views from Sub-Committee Members on the report.
10. The Chair shall be responsible for drawing together the debate and seeking a proposer and seconder to any findings or recommendations from the Sub-Committee.
11. The Sub-Committee should seek to draw a clear conclusion on whether or not the Code of Conduct has been breached giving grounds for their conclusion(s), and, if a breach is identified, any sanctions that are recommended.

Sanctions that the Sub-Committee may recommend:

- 1 No action.
- 2 That the Councillor apologises.
- 3 That the Councillor be trained.
- 4 That the Councillor seeks to restore relationships with other parties (e.g. through mediation).
- 5 That the Councillor be censured.
- 6 That a recommendation is made to the District Council’s full Council to censure the District Councillor.

- 7 **[in the case where the complaint relates to a Town or Parish Councillor]**
recommend to the Town or Parish Council that the Town or Parish Council censures
the Councillor at a Town or Parish meeting.
- 8 That a Press Notice be issued.
- 9 Any other form of sanction which does not prevent the Councillor from undertaking
their duty to attend Council meetings, or infringe their Human Rights.