

Time Commenced – 2.00pm
Time Finished – 3.45pm

**STANDARDS COMMITTEE
15 APRIL 2005**

Present: Reverend Canon R B Blowers – Chair
Mrs C McDowall
Councillors Baxter and Skelton

Officers In Attendance: Michael Foote - Director of Corporate Services
Steve Dunning Assistant Director Democratic Services
Linda Torney – Principal Solicitor

29/04 Apologies for Absence

An apology for absence was received from Councillor Brown.

30/04 Minutes

The minutes of the meeting held on 5 January 2005 were confirmed as a correct record and signed by the Chair.

31/04 Declarations of Interest

There were no declarations of interest.

32/04 Planning Protocols

The Committee considered a report of the Director of Corporate Services on a formal Planning Protocol which would be considered by Council.

Resolved to recommend Council to adopt the Planning Protocol.

**33/04 Getting the Balance Right: Implementing
Standards of Conduct in Public Life**

The Committee considered the Tenth Report of the Committee on Standards in Public Life on 'Getting the Balance Right: Implementing Standards of Conduct in Public Life'.

Resolved to note the report.

34/04 Policies and Guidance for Councillors on Information and Communication Technology related Issues

The Committee considered a report of the Director of Corporate Services and Monitoring Officer which set out three documents which had been considered at the Members Services Working Party on policies or guidance on Information Communication Technology – ICT – issues:

- E mail and Internet User Policy for Councillors
- Website Facilities for Councillors – Acceptable Use Policy
- Data Protection Act 1998 – Councillor Guidance for Requesting Access to a Services User's Personal Information.

The Committee made the following comments:

E mail and Internet User Policy for Councillors

- To delete the sentence 'reasonable incidental personal use by councillors working at home should be kept to a minimum as such use involves a direct cost to the Council' from section three – 'limited personal use'
- To delete the words 'alleged' and 'deemed to be' from section four – 'expectations'
- To include a definition of 'intranet' in section 14 – 'terminology'
- To amend the contact list on page 9 to include 'John Dunnaway' in place of 'Lee Haynes'.

Resolved to recommend Council to approve and adopt the following documents as amended:

- **E mail and Internet User Policy for Councillors**
- **Website Facilities for Councillors – Acceptable Use Policy**
- **Data Protection Act 1998 – Councillor Guidance for Requesting Access to a Services User's Personal Information.**

35/04 Review of Code of Conduct

The Committee considered a report of the Director of Corporate Services on a review of the Code of Conduct being carried out by the Standards Board for England. The report set out the questions from the consultation and suggested responses.

The Committee made the following comments:

Question 3 – 'on behalf of constituents' be replaced by 'act as advocate'.

Question 7 – 'two exemptions' should be referred to in full

Questions 12 and 13 – 'this provision should be revised to include reporting a breach where a significant breach had taken place.

Question 25 – there should be no limit to the organisations included.

Resolved to request the Director of Corporate Services to respond to the questions put forward in the consultation document on the 'review of Code of Conduct' subject to the Committee's comments above.

**36/04 Procedure for Local Determination of Allegations
about the Personal Conduct of Members**

The Committee considered a procedure for local determination of allegations about the personal conduct of Members.

Resolved to approve the procedure for local determination of allegations about the personal conduct of Members.

MINUTES END