

Report to	-	Audit and Standards Committee
Date	-	26 June 2017
Report of the	-	Monitoring Officer
Subject	-	Review of Arrangements for Dealing with Member Complaints, Investigation and Hearing Procedures

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**Recommendation:** It be **RESOLVED:** That:

- 1) the make-up of Hearing Panels be drawn from any 3 Members of the Committee, not appointed in accordance with the political balance rules; and
  - 2) the report be noted.
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**Service Manager: John Collins**

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### **Introduction**

1. With the merger of Audit and Standards Committee it is important to review the current procedures for dealing with Member Complaints, to make sure they are in line with the new Committee structure. This report reviews these procedures.

### **Arrangements for Dealing with Member Complaints**

2. This is a long standing protocol in line with the 2011 Localism Act. Other than the change in Committee, it is considered that no amendments are needed to this procedure (Appendix A). It is important to note that the Independent persons and Parish Members are only invited to attend and contribute to meetings of the new combined committee when Standards related items are on the agenda.

### **Investigation and Hearing Procedures (Appendices to Appendix A)**

3. The majority of changes required in these procedures is to acknowledge the new committee title and structure. However should it be necessary to convene a Hearing Panel (this was never required under the former Standards Committee) it is considered that the current make-up of 3 elected Members should remain in place, appointed thereto other than on a political basis, i.e. any 3 Members of the Audit and Standards Committee, dependent on availability and not political group. It is noted that previously the Standards Committee was not politically balanced with a Member appointed from each political group serving on the Council, whereas the Audit and Standards Committee is politically balanced.

### **Conclusion**

4. This updates these standards procedure to bring them in line with the new committee. Whilst these changes are minor it is important for the committee to start this new aspect of its role on a sound basis.

John Collins  
Monitoring Officer

**Risk Assessment Statement**

Failure to update these procedures may lead to challenge of their application in cases.

Appendix A - Arrangements for Dealing with Member Complaints June 2017

Appendix B - Investigations Procedure June 2017

Appendix C - Hearings Procedure June 2017