



Standards Committee

Date: FRIDAY, 29 NOVEMBER 2013
Time: 1.45pm
Venue: CHAIRMAN'S MEETING ROOM 1, 2ND FLOOR, WEST WING,
GUILDHALL

Members: Edward Lord (Chairman)
Oliver Lodge (Deputy Chairman)
Nigel Challis
Revd Dr Martin Dudley
Deputy Robin Eve
Alan Graham (Co-opted Member)
Alderman Julian Malins
Vacancy (Co-opted Member)
Vacancy (Co-opted Member)
Vacancy (Co-opted Member)

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Lunch will be served in the Guildhall Club at 1pm

John Barradell
Town Clerk and Chief Executive

AGENDA

1. **APOLOGIES**

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

3. **MINUTES OF THE PREVIOUS MEETING**

To agree the public minutes of the meeting held on 13th September 2013.

For Decision
(Pages 1 - 6)

4. **MINUTES OF THE DISPENSATIONS SUB (STANDARDS) COMMITTEE**

To note the minutes of the meeting of the Dispensations Sub (Standards) Committee held on 11th November 2013.

For Information
(Pages 7 - 10)

5. **EMPLOYEE CODE OF CONDUCT**

At the meeting of the Standards Committee on 8th February 2013, Members requested that the Director of HR be invited to attend a future meeting of the Committee to respond to questions in respect of the Employee Code of Conduct.

The Director of Human Resources to be heard relative to recent revisions to the Employee Code of Conduct, as attached.

For Information
(Pages 11 - 24)

6. **AMENDMENTS TO THE MEMBERS' CODE OF CONDUCT - MANDATORY REGISTRATION OF GIFTS AND HOSPITALITY**

This report seeks approval to introduce a mandatory regime for all Members of the Court of Common Council and Co-opted Members in respect of the registration of gifts and hospitality. In order to replicate all of the provisions of the existing voluntary scheme for registration of gifts and hospitality in a mandatory scheme, including the registration of gifts and hospitality within 28 days of receipt, it is necessary to amend the Code of Conduct, as set out in Appendix 1.

Following consideration by the Committee, a revised Code of Conduct will be presented to the Court of Common Council for approval in January 2014.

For Decision
(Pages 25 - 52)

7. **APPOINTMENTS - CO-OPTED MEMBERS**

The Committee is asked to note the recommendations of the Selection Panel in respect of appointments to the three vacancies for Co-opted Members of the Standards Committee. The recommended appointments will be submitted to the Court of Common Council for approval on 5th December 2013.

For Information
(Pages 53 - 56)

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**