

# **SPECIAL STANDARDS COMMITTEE**

**WEDNESDAY 9<sup>TH</sup> JUNE  
AT 1000 HOURS**

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Sherwood Lodge  
Bolsover  
Derbyshire  
S44 6NF

Date: 1st June 2010

Dear Sir or Madam,

You are hereby summoned to attend a Special Standards Committee meeting of the Bolsover District Council to be held in Committee Room 1, Sherwood Lodge, Bolsover, on Wednesday 9<sup>th</sup> June 2010 at 1000 hours.

Members are reminded that under Section 51 of the Local Government Act 2000 the Bolsover Code of Conduct was adopted by the Council on 16<sup>th</sup> May 2007. It is a Councillor's duty to familiarise him or herself with the rules of personal conduct by which Councillors must conduct themselves in public life. In addition, Members should review their personal circumstances on a regular basis with these rules in mind and bearing in mind the matters listed on the Agenda for discussion at this meeting.

Copies of the Bolsover Code of Conduct for Members will be available for inspection by any Member at the meeting.

Register of Members' Interest - Members are reminded that a Member must within 28 days of becoming aware of any changes to their interests under paragraph 14 or 15 of the Code of Conduct provide written notification to the Authority's Monitoring Officer.

Members are reminded of the provisions of Section 106 of the Local Government Finance Act 1992 and the responsibility of Members to make a declaration at this meeting if affected by the Section and not to vote on any matter before this meeting which would have an affect on the Council's budget.

You will find the contents of the agenda itemised on page 6.

Yours faithfully,



Chief Executive Officer  
To: Members of the Standards Committee

## ***DECLARATION OF INTERESTS***

SPECIAL STANDARDS COMMITTEE

DATE: 9<sup>TH</sup> JUNE 2010

NAME OF MEMBER- \_\_\_\_\_

Levels of Interest            1.    Personal  
                                                 2.    Personal and prejudicial

Nature of Interest \_\_\_\_\_

\_\_\_\_\_

AGENDA ITEM	SUBJECT	LEVEL OF INTEREST
Signed		
Dated		

Note

- Completion of this form is to aid the accurate recording of your interest in the minutes only. This form, duly signed, should be provide to the Clerk at the conclusion of the meeting.
  
- Good practice to give nature of interest – without declaring any confidentiality.
  
- It is still your responsibility to disclose any interests which you may have at the commencement of the meeting, and before the relevant item on the agenda is discussed.
  
- A nil return is not required.

## 3.6 Committee Terms of Reference

### (1) STANDARDS COMMITTEE

1. Promoting and maintaining high standards of conduct by Members and co-opted Members of the Council.
2. Assisting Members and co-opted Members of the Council to observe the Code of Conduct.
3. Advising the Council on the adoption or revision of a Code of Conduct.
4. Monitoring the operation of the Council's Code of Conduct.
5. Advising, giving training and arranging to train Members and co-opted Members of the Council on matters relating to the Council's Code of Conduct.
6. Member Training (including the attendance of Members at courses) in relation to matters affecting their conduct and probity.
7. All matters relating to dispensations for Members to speak and vote where the Members concerned have personal prejudicial interests.
8. To assess and review complaints against Members
9. To conduct determination hearings.
10. To promote and maintain high standards of conduct within Town/Parish Councils and to assist them in following the Code of Conduct.
11. To deal with complaints against Town and Parish Councillors in accordance with 8 and 9 above.
12. Applications for dispensations received from Town/Parish Councils.
13. To grant exemptions for politically restricted posts.
14. Responsibility for the Regulation of Investigatory Powers Act 2000 (RIPA) policy and procedures, to include monitoring, revisions and approval.

The political balance rules do not apply to this Committee, but this Committee prefers representatives from all political groups to serve on it.

**TO RECOMMEND TO COUNCIL WITH REGARD TO:-**

15. Overseeing the Council's "whistle blowing" policy and arrangements and to amend them as appropriate.
16. Changes required to the Constitution as a result of the monitoring and reviewing undertaken by the Committee.

**3.6.(i)**  
**(1)**

**Assessment Sub-Committee**

1. The receipt and assessment of complaints as to the conduct of Members in accordance with the Local Government and Public Involvement in Health Act 2007.
2. To consider investigation reports prepared on behalf of the monitoring officer following a referral by the Sub Committee on an initial assessment and to determine:
  - (a) That it accepts the monitoring officer's finding of no failure: or
  - (b) That the matter should be considered at a meeting of the Hearing Sub Committee: or
  - (c) That the matter should be referred to the Adjudication Panel for determination.

**3.6.(ii)**  
**(2)**

**Review Sub-Committee**

1. The review and assessment of complaints as to the Conduct of Members in accordance with the Local Government and Public Involvement in Health Act 2007.

## SPECIAL STANDARDS COMMITTEE

### AGENDA

Wednesday 9<sup>th</sup> June 2010 at 1000 hours

Item No.		Page No.(s)
	<b>PART 1 – OPEN ITEMS</b>	
1.	To receive apologies for absence, if any.	
2.	To elect a Chair for the ensuing year.	
3.	To appoint a Vice Chair for the ensuing year.	
4.	Members should declare the existence and nature of any personal or prejudicial interests in respect of:-  a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items  and, if appropriate, withdraw from the meeting at the relevant time.	3
5.	Terms of Reference.	4 - 5
6.	Arrangements for a Hearing Into A Complaint Against A Member	To Follow