

Date of issue: 27th May, 2011

MEETING:

STANDARDS COMMITTEE

CO-OPTED INDEPENDENT MEMBERS:

Mr Fred Ashmore, Mr Mike Field and Mr Alan Sunderland

ELECTED MEMBERS:-

Councillors Basharat, Buchanan, Coad, M S Mann, P K Mann and Minhas

PARISH COUNCIL MEMBERS:-

Parish Councillor Malik, Parish Councillor Nye and Parish Councillor Tilbury

DATE AND TIME:

MONDAY, 6TH JUNE, 2011 AT 6.30 PM

VENUE:

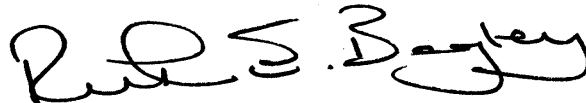
COMMITTEE ROOM 2, TOWN HALL, BATH ROAD, SLOUGH

**DEMOCRATIC SERVICES
OFFICER:
(for all enquiries)**

SHABANA KAUSER
01753 875013

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



RUTH BAGLEY
Chief Executive

AGENDA

PART I

<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
	Apologies for absence.		
1.	Declarations of Interest (Members are reminded of their duty to declare personal and personal prejudicial interests in matters coming before this meeting as set out in the Local Code of Conduct)		
2.	Election of Chair		
3.	Election of Vice-Chair		
4.	Minutes of the last Meeting held on 6th October 2010	1 - 4	
5.	Appointment of Standards (Assessment) Sub-Committee The Vice-Chair and one Independent Co-opted Member together with 3 elected Members drawn by lot from a pool comprising all Borough Council elected Members on the Committee. If the complaint relates to a Parish Councillor, a Parish Council Representative on the Committee, drawn by lot, will also sit on the Sub-Committee.		
6.	Appointment of Standards (Review) Sub-Committee The Chair and one Independent Co-opted Member together with 3 elected Borough Council Members not on the Standards (Assessment) Sub-Committee. If the complaint relates to a Parish Councillor, a Parish Council Representative on the Committee, drawn by lot, will also sit on the Sub-Committee.		

AGENDA
ITEM

REPORT TITLE

PAGE

WARD

7. Appointment of Standards (Determination) Sub-Committee

The Chair of the Committee plus 2 Independent Co-opted Members and 2 elected Members drawn from the membership of the Standards Committee as and when required.

If the complaint relates to a Parish Councillor, a Parish Council Representative on the Committee will also sit on the Sub-Committee.

8. Appointment of Standards (Dispensation) Sub-Committee

Two Independent Co-opted Members and 3 elected (Borough Council) Members.

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

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Standards Committee – Meeting held on Wednesday, 6th October, 2010.

Present:-

Co-opted Independent Members:-

The Reverend Paul Lipscomb (Chair), Mr Fred Ashmore, Mr Mike Field and Dr Henna Khan

Elected Members:-

Councillors Bal, P Choudhry, Maclsaac, M S Mann, P K Mann (arrived at 6.45 p.m.) and Munkley

Parish Councillor Representative:-

Parish Councillors Dalip Rajput and Alan Tilbury

Apologies for Absence:- Councillor Howard Jones

PART I

15. Declarations of Interest

None.

16. Minutes of the last Meeting held on 21st July 2010

The Minutes of the meeting of the Committee held on 21st July 2010 were approved as a correct record and signed by the Chair.

17. Provision of training for Colnbrook with Poyle Parish Council

In accordance with the instructions of the Standards (Determination) Sub-Committee at its meeting on 31st March 2010, the Acting Borough Secretary and Solicitor attended the Colnbrook with Poyle Parish Council meeting on 20th July to run a training session on the Code of Conduct for Members. The Session involved interaction and participation by the Parish Councillors and Clerk and the Members were also given case scenarios to reinforce and check their understanding of the training provided.

The feedback from the session was very positive and a copy of the letter sent by the Clerk to the Council submitting an analysis of the feedback from the session was submitted for information.

The Acting Borough Secretary and Solicitor indicated that she would remain available to give advice and assistance to the Parish Council on Code of Conduct issues.

Resolved – That the report now submitted be noted.

18. Members' Attendance at Meetings and Training 2009/2010

In accordance with the instructions of the Council at its meeting on 25th April, 2006 a record of elected Members' attendance at Council, Committee, Sub-Committee, Panel and Outside Bodies meetings and Member Training sessions during the municipal year 2009/2010 was submitted for consideration.

During consideration of the Report there was a discussion on the presentation of Member Attendance at compulsory training sessions. A Member indicated that he had attended all his required compulsory sessions but his record did not reflect this. The Member Services Manager indicated that the record of the number of compulsory sessions Members were called to attend included those which they failed to attend on the first or in some cases second time of asking. These missed sessions were included to differentiate the performance of Members who missed sessions from those Members who attended their sessions on the first time of asking. Having to repeat training sessions was time consuming and a poor use of resources but this was unavoidable when attendance at Committee/Sub-Committee meetings was dependent on the Member having undergone the required training. Notwithstanding this, it was agreed that there should be a separate additional record to show the number of training sessions Members were required to attend as well as the number they were called to attend.

The Member Services Manager reported that two Members had submitted their Outside Bodies feedback forms after the Standards Committee Agenda had been published and that this information together with other minor amendments identified during consideration of the Report would be incorporated prior to its submission to Council on the 30th November, 2010.

Attention was drawn for the need for Members to keep an accurate record of attendances at meetings of Outside Bodies and some Members indicated their view that it was unacceptable to submit estimates or no details at all.

Concern was expressed at the poor attendance of some Members at meetings of Outside Bodies to which they had been appointed to represent the Council and Members questioned whether those with poor attendance records should continue to be appointed to serve on such bodies.

Resolved –

- (a) That the Member Attendance Records for 2009/2010 be noted and the Report incorporating the amendments now identified together with the observations of the Committee thereon be submitted to the Council Meeting on 30th November, 2010.
- (b) That the format for recording Member Attendance at compulsory training be amended in the future to show the number of sessions

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Members were required to attend, the number they were called to attend and the number of sessions they actually attended.

- (c) That in recommending Members to serve as the Council's representative on Outside Bodies, the Group Leaders should have regard to the Members' previous attendance records and consider whether Members' with poor attendance should be reappointed.

19. Standards Committee Work Programme 2010/2011

The Officers submitted for consideration the Committee's Work Programme for the current municipal year.

Resolved – That the Work Programme for 2010/11 now submitted be noted and approved.

20. Standards Committee Members' Attendance Record

The Member Services Manager submitted for information details of the Standards Committee Members' attendance record at meetings of the Committee held to-date during 2010/2011.

Resolved – That the report be noted.

Chair

(Note: The Meeting opened at 6.30 pm and closed at 7.00 pm)

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