



**EXEMPT**

## **ETHICS AND STANDARDS COMMITTEE**

### **AGENDA**

**Date:** Thursday, 29th November 2007

**Time:** 6.00pm

**Venue:** The Earl Baldwin Suite  
Duke House, Clensmore Street,  
Kidderminster

## Ethics and Standards Committee

### Members of Committee:

**Chairman: Mr C J Brighton\***  
**Vice-Chairman : Rev. J Cox**

**Councillor P Dyke**

**Councillor G H Eeles**

**Councillor Mrs S M Hayward**

**Mrs C A Noons\***

**Councillor Mr R Hobson\***

**Councillor Mrs L Edginton**

**Councillor M J Hart**

**Councillor M B Kelly**

**Councillor Miss A Mace<sup>1</sup>**

**Councillor J C Simmonds**

\* =Independent Member

<sup>1</sup> = Parish/Town Council Representative

### Information for Members of The Public:-

**Part I** of the Agenda includes items for discussion in public. You have the right to request to inspect copies of Minutes and reports on this Agenda as well as the background documents used in the preparation of these reports.

**Part II** of the Agenda (if applicable) deals with items of "Exempt Information" for which it is anticipated that the public may be excluded from the meeting and neither reports nor background papers are open to public inspection.

There are particular circumstances when the Ethics and Standards Committee may exclude the public, which are in addition to those available at meetings of the Council, its Cabinet and Committees etc. These apply when the Ethics and Standards Committee considers the following:

Information relating to a particular chief officer, former chief officer or applicant to become a chief officer of a local probation board within the meaning of the Criminal Justice and Court Services Act 2000.

Information which is subject to any obligation of confidentiality.

Information which relates in any way to matters concerning national security.

A matter referred by an ethical standards officer under the provisions of section 64(2) of the Local Government Act 2000. (Ethical standards officers investigate cases for the Standards Board for England)

### DECLARATIONS OF INTEREST - GUIDANCE NOTE

**Code of Conduct** - Members are reminded that under the Code of Conduct it is the responsibility of individual Members to declare any personal or personal and prejudicial interest in any item on this agenda. A Member who declares a personal interest may take part in the meeting and vote, unless the interest is also prejudicial. If the interest is prejudicial, as defined in the Code, the Member must leave the room. However, Members with a prejudicial interest can still participate if a prescribed exception applies or a dispensation has been granted.

**Section 106 of the Local Government Finance Act 1992** - If any Member is two months or more in arrears with a Council Tax payment, they may not vote on any matter which might affect the calculation of the Council Tax, any limitation of it, its administration or related penalties or enforcement.

**For further information:-** If you have any queries about this Agenda or require any details of background papers, further documents or information you should contact **Mrs Diana Glendenning, Senior Committee Officer, Civic Centre, Stourport-on-Severn. Telephone : 01562-732763 or email [diana.glendenning@wyreforestdc.gov.uk](mailto:diana.glendenning@wyreforestdc.gov.uk).**

**Attendance Record:**

Member	31/07/07	06/09/07	29/11/07	06/03/08						
P Dyke	✓	-	-	-	-	-	-	-	-	-
Mrs L Edginton	✓	-	-	-	-	-	-	-	-	-
G H Eeles	✓	-	-	-	-	-	-	-	-	-
M J Hart	✓	-	-	-	-	-	-	-	-	-
Mrs S M Hayward	✓	-	-	-	-	-	-	-	-	-
M B Kelly	✘	-	-	-	-	-	-	-	-	-
J C Simmonds	✓	-	-	-	-	-	-	-	-	-

Key: ✓ = Present

✘ = Absent (No Substitute)

✱ = Absent (Substituted)

# **AGENDA**

## **PART 1**

### **Open to the Press and Public**

#### **1. APOLOGIES FOR ABSENCE**

#### **2. APPOINTMENT OF SUBSTITUTE MEMBERS**

To receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Head of Legal and Democratic Services, together with the name of the Councillor for whom he/she is acting.

#### **3. DECLARATION OF INTERESTS**

In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any personal or personal and prejudicial interests in the following agenda items. Members should indicate the action they will be taking when the item is considered.

Members are also invited to make any declaration in relation to Section 106 of the Local Government Finance Act 1992.

(See guidance note on cover.)

#### **4. MINUTES**

To confirm as a correct record the Minutes of the meeting held on 31<sup>st</sup> July 2007. (Attached) [Open Ethics and Standards Committee Minutes 31-07-07](#)

#### **5. WELCOME AND INTRODUCTION - COUNCILLOR MISS A MACE, TOWN COUNCIL REPRESENTATIVE**

To welcome Councillor Miss A Mace, Town Council representative to the Committee as a replacement for Councillor T Whatmore.

#### **6. CHAIRMAN'S ANNOUNCEMENTS**

#### **7. EXEMPT REPORT WORDING**

To consider a report from the Monitoring Officer regarding a proposed form of wording for inclusion on each exempt report to the effect that Members should not disclose exempt information under any circumstances unless an exception is applicable under paragraph 4 of the Local Authorities (Model Code of Conduct) Order 2007. (Attached) [Disclosure of Information Exempt Reports](#)

#### **8. MEMBER ACTIVITY REPORTS**

To consider the outstanding Member Activity Reports that have now been submitted and to consider censure of those members who have not submitted their reports. (Attached) [Member Reports](#)



**9. REPORT BACK ON INDEPENDENT MEMBERS' FORUM (MR BRIGHTON)**

To receive feedback from Mr Brighton (Chairman), on the Independent Members' Forum which he attended.

**10. TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAVE BEEN COMMUNICATED TO THE HEAD OF LEGAL AND DEMOCRATIC SERVICES BEFORE THE COMMENCEMENT OF THE MEETING, WHICH THE CHAIRMAN BY REASON OF SPECIAL CIRCUMSTANCES CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.**

**11. EXCLUSION OF THE PRESS AND PUBLIC**

To consider passing the following resolution:

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following item of business on the grounds that it involves the likely disclosure of “exempt information” as defined in paragraph 1 of Part 1 of Schedule 12A to the Act”

**PART 2**

**Not open to the Press and Public**

**12. OMBUDSMAN REPORT**

To consider a report from the Chief Executive that reports on the outcome of complaints to the Local Government Ombudsman in accordance with Council Policy for the period April 2006 to March 2007. (Attached)

[Ombudsman Report](#)

**13. TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAVE BEEN COMMUNICATED TO THE HEAD OF LEGAL AND DEMOCRATIC SERVICES BEFORE THE COMMENCEMENT OF THE MEETING, WHICH THE CHAIRMAN BY REASON OF SPECIAL CIRCUMSTANCES CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.**

## RELATED DOCUMENTS

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