

STANDARDS COMMITTEE

18 MARCH 2014

REPORT OF THE MONITORING OFFICER

A.2 HEARING PROCEDURES

(Report prepared by Lisa Hastings)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

For the Standards Committee to approve the proposed Hearing Procedures supplementing the Council's Complaints Procedure dealing with allegations that a Member has breached the Code of Conduct.

EXECUTIVE SUMMARY

The Council approved the new Standards Framework with effect from November 2013, which included a Complaints Procedure. The Complaints Procedure makes reference to the hearing in paragraph 7.1.2 and that it will follow the relevant procedures setting out how the hearing will be conducted.

The purpose of the document is to ensure that all parties understand the process which will be followed at the hearing and to assist the Chairman to conduct a fair and proper hearing. When a hearing is convened, a copy of the procedures will be set out with the Report.

The Hearing Procedures follow standard practice in accordance with natural justice.

RECOMMENDATION

That the Standards Committee approve the Hearing Procedures set in Appendix 1 for both the Standards Committee and the Town & Parish Councils' Standards Sub-Committee.

APPENDICES

- Appendix 1 – Hearing Procedures for Standards Committee and Town and Parish Councils' Standards Sub-Committee.