



STANDARDS COMMITTEE

DATE: Wednesday, 21 April 2021

TIME: 10.00 am

VENUE: Meeting to be held pursuant to Statutory Instrument 2020/392. Link to live stream will be found at <https://www.tendringdc.gov.uk/livemeetings>

MEMBERSHIP:

Councillor Land (Chairman)
Councillor Steady (Vice-Chairman)
Councillor Fowler
Councillor J Henderson

Councillor S Honeywood
Councillor Turner
Councillor Wiggins

Most Council meetings are open to the public and press.

Agendas and Minutes are published on the Council's website www.tendringdc.gov.uk. Agendas are available to view five working days prior to the meeting date and the Council aims to publish Minutes within five working days of the meeting.

Meeting papers can be provided, on request, in large print, in Braille, or on disc, tape, or in other languages.

For further details and general enquiries about this meeting, contact Debbie Bunce Email: democraticservices@tendringdc.gov.uk or Telephone on 01255 686573.

DATE OF PUBLICATION: Wednesday, 14 April 2021

AGENDA

1 Apologies for Absence and Substitutions

The Committee is asked to note any apologies for absence and substitutions received from Members.

2 Minutes of the Last Meeting (Pages 1 - 6)

To confirm and sign as a correct record, the minutes of the meeting of the Standards Committee, held on 3 February 2021.

3 Declarations of Interest

Councillors are invited to declare any Disclosable Pecuniary Interests or Personal Interest, and the nature of it, in relation to any item on the agenda.

4 Questions on Notice pursuant to Council Procedure Rule 38

Subject to providing two working days' notice, a Member of the Committee may ask the Chairman of the Committee a question on any matter in relation to which the Council has powers or duties which affect the Tendring District **and** which falls within the terms of reference of the Committee.

5 Report of the Monitoring Officer - A.1 - Mandatory Training for Members - Annual Update (Pages 7 - 12)

To update the Standards Committee, as part of its agreed work programme, on the current position of mandatory training for Members (and named substitute members) of the Council's Audit, Licensing & Registration, Planning and Standards Committees.

6 Report of the Monitoring Officer - A.2 - Annual Report on Declarations of Interest and Associated Matters (Pages 13 - 20)

To present the Committee with an overview on the register of, and declarations of, interests made by Members from 20 February 2019 until 31 March 2021.

7 Work Programme for 2021/22 (Pages 21 - 22)

The Committee is invited to give consideration to its Work Programme for the 2021/22 Municipal Year.

8 Quarterly Complaints Update

The Monitoring Officer will give an update on existing cases together with general details of new cases, if any.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Standards Committee is to be held at 10.00 am on Wednesday, 28 July 2021.

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**MINUTES OF THE MEETING OF THE STANDARDS COMMITTEE,
HELD ON WEDNESDAY, 3RD FEBRUARY, 2021 AT 10.00 AM
IN THE MEETING TO BE HELD UNDER PROVISIONS OF STATUTORY
INSTRUMENT 2020/392. LINK TO LIVE STREAM WILL BE FOUND VIA
[HTTPS://WWW.TENDRINGDC.GOV.UK/LIVEMEETINGS](https://www.tendringdc.gov.uk/livemeetings)**

Present:	Councillors Land (Chairman), Steady (Vice-Chairman), Fowler, J Henderson, S Honeywood, Turner and Wiggins
Also Present:	Sue Gallone (Independent Person), Clarissa Gosling (Independent Person), David Irvine (Independent Person) and Jane Watts (Independent Person)
In Attendance:	Lisa Hastings (Assistant Director (Governance) & Monitoring Officer), Linda Trembath (Senior Solicitor (Litigation and Governance) & Deputy Monitoring Officer), Keith Durran (Democratic Services Officer), Debbie Bunce (Legal and Governance Administration Officer) and Emma Haward (Leadership Support Assistant)

8. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were no apologies for absence on this occasion.

9. MINUTES OF THE LAST MEETING

It was moved and seconded and:-

RESOLVED that the minutes of the meeting of the Standards Committee, held on Thursday 16 July 2020, be approved as a correct record and signed by the Chairman, subject to an amendment to reflect the fact that Councillor Nick Turner had been unable to join the meeting due to technical difficulties and that he wished to have his apologies noted.

10. DECLARATIONS OF INTEREST

There were none on this occasion.

11. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 38

There were none on this occasion.

12. A.1 - REPORT OF THE MONITORING OFFICER - REVIEW OF PLANNING PROBITY CODE AND PROTOCOL

The Committee gave consideration to a detailed report of the Monitoring Officer (A.1) in relation to a review of the Council's Members' Planning Code/Protocol adopted in 2015 following the Local Government Association (LGA) Probitiy in Planning Guidance – Advice for councillors and officers making planning decisions issued in December 2019.

In December 2019, the LGA had issued its Probity in Planning Guidance – Advice for Councillors and Officers making planning decisions, which was included as Appendix A to the Monitoring Officers report. The Standards Committee had agreed previously through its work programme to review the Council's Planning Protocol following the LGA publication.

It was reported that the LGA's Guidance had been circulated to the members of the Planning Committee in 2020. Those Members had also later been provided with a note on lobbying following a High Court decision involving the London Borough of Hackney, which had confirmed the Council's Protocol was consistent with the practices established within the judgement, so long as it was done openly.

The Committee was informed that Officers had undertaken a review of the Council's Planning Protocol following both the LGA's Guidance and High Court decision, and it was considered that the recommended practice as set out within the advice and guidance issued by the LGA was covered within the Council's existing Protocol, Members' Code of Conduct and working practices. Consequently, no further changes were suggested as a result of the LGA's guidance however, it was necessary to include additional wording within the Planning Protocol to cover situations when it was not possible to undertake Site Visits and to clarify that this did not impact upon the Planning Committee's ability to determine planning applications.

It was also recommended that regular training should be carried out to ensure the principles of Probity in Planning were known and fully understood by Councillors involved with planning decisions.

The Committee was made aware that the LGA Guidance stated that particular care needed to be taken in the use of social media by both Officers and Councillors, where it related to decision making functions. The use of social media was also an area which had been highlighted by the Local Government Ethical Standards Report published in 2019 and the LGA in its recent work to publish a Model Code of Conduct. Any training delivered for Tendring District Councillors should therefore include a section on using social media.

The Monitoring Officer confirmed that the Council's Code of Conduct was still robust. She told the Committee that whilst undertaking the review a case had been considered at the High Court regarding lobbying of Members and it was confirmed that it was appropriate for members of the Public to lobby Councillors on the Planning Committee. The Council's Code had a protection in that it advised Councillors to let the individual know that they would look at the case with an open mind. Case law had confirmed that it was fine for Councillors to read any letters sent to members of the Planning Committee and this had confirmed that the Council was up-to-date with the Judgment of the High Court.

The Monitoring Officer also confirmed that additional wording regarding site visits needed to be included within the Code to cover situations where site visits were not possible. It was not a legal requirement to have undertaken a site visit but if Members did so then a clear protocol must be in place which was included within the Council's Code.

During the current Pandemic it was confirmed that Members had been able to visit sites themselves to solely view the site, but no organised site visits were currently taking place, due to restrictions being in place since March 2020.

Members were then asked if they had any questions relating to the Code and Protocol and there was a query regarding whether when a Member had “called-in” an application should they withdraw from the meeting. The Monitoring Officer confirmed that this is not suggested practice within the Council’s Code, so any Member calling in an application was entitled to remain in the meeting during the consideration of that item as long as they were not part of the decision making process of the Planning Committee. Careful consideration must be taken if the member is part of the Planning Committee.

Having considered and discussed the information provided in the Monitoring Officer’s report:

It was moved by Councillor J Henderson, seconded by Councillor Steady and unanimously :-

RESOLVED that the Committee –

1. Notes the contents of the Report and are pleased that the Protocol remains robust and the Council are ahead of the Guidance and agrees that no changes are required to the Council’s adopted Members’ Planning Protocol as a result of the LGA’s Guidance;
2. Approves the recommended wording, as set out within the Report, to be added to the Member’s Planning Protocol covering situations where it is not possible for organised Site Visits to be undertaken;
3. Agrees the amendments are minor in nature and follow the implications of the ongoing Coronavirus Regulations currently in force and supports the Monitoring Officer using her delegated powers in accordance with Article 14 of the Constitution;
4. Endorses that awareness of the Council’s Protocol and the LGA’s Guidance on Planning Probity are covered within the regular training programmes for elected Members involved in planning decisions; and
5. Requests that Officers include a section on the use of social media in all training sessions for Members.

13. A.2 - REPORT OF THE MONITORING OFFICER - REVIEW OF THE COMPLAINTS PROCEDURE

The Committee gave consideration to a report of the Monitoring Officer (A.2) in relation to undertaking a review of the Complaints Procedure and to recommend any changes to Full Council for adoption.

The Committee was aware that the Standards Framework included the Complaints Procedure (contained within the Members’ Constitution Booklet). The Council’s statutory duty was to promote and maintain high standards of conduct and building

public confidence by demonstrating a commitment to maintaining positive behaviours in relation to all seven principles of public life.

The current Procedure, which was attached as Appendix A to the Monitoring Officer's report, had been initially adopted by full Council in November 2013 and subsequently amended in 2017 following a review and recommended changes from the Standards Committee.

Delegation was given to the Monitoring Officer throughout the Procedure to undertake key elements of the complaints process to maximise independence from the political process.

The Monitoring Officer explained that the Local Government Ombudsman had looked at this Council's (TDC's) Complaints Procedure on a couple of occasions when a complainant who had been dissatisfied with the outcome of a complaint had gone to the Ombudsman for a further review. In all instances the Ombudsman had said that TDC's procedures were robust and if followed correctly - they would not look into the outcome of the complaint if the procedure has been correctly. The aim was to make the Procedure as clear as possible to anyone using it.

Through a recent referral to Essex Police, regarding an alleged Disclosable Pecuniary Interest offence under the Localism Act 2011, the Monitoring Officer had been requested to confirm the Legal Jurisdiction Criteria Test had been evaluated and met prior to referring the complaint to the Police. The Monitoring Officer had been requested to provide assurance that the following had been applied prior to further Police involvement:

- (a) The alleged conduct took place after the commencement of Section 34 of the Localism Act 2011.
- (b) The Subject Member was a member of the Council at the time of the alleged conduct.
- (c) The Subject Member was acting in an official capacity as a Councillor at the time of the alleged conduct.
- (d) The Subject Member was not acting as a member of another authority at the time of the alleged conduct.
- (e) If the facts are capable of establishment as a matter of evidence, the alleged conduct could be capable of a breach of the Code of Conduct.
- (f) That the complaint is not about dissatisfaction with the Council's decisions, policies and priorities.

In the event, the above assurances were given, the Police would consider commencing a criminal investigation, if crucially part (e) could be established regarding actual evidence, which the Monitoring Officer might be asked to provide.

The test and evaluation was undertaken implicitly by the Monitoring Officer however it was not expressly referred to within the Complaints Procedure. Consequently, it was being recommended that paragraph 4.5 of the Complaints Procedure be amended to state:

"If your complaint identifies criminal conduct or breach of other regulation by any person, the Monitoring Officer has the power and obligation to notify or refer to the Police or

other regulatory agencies, **subject to the necessary Legal Jurisdiction Criteria Test being applied**".

No other changes to the Complaints Procedure were recommended by the Monitoring Officer.

Having considered and discussed the information provided in the Monitoring Officer's report

It was moved by Councillor Turner, seconded by Councillor Steady and:-

RECOMMENDED TO COUNCIL that paragraph 4.5 of the Complaints Procedure contained within Part 6 of the Constitution be amended to include the additional text "**subject to the necessary Legal Jurisdiction Criteria Test being applied**".

14. **QUARTERLY COMPLAINTS UPDATE**

The Monitoring Officer circulated to the Committee the quarterly schedule, which gave an update on existing cases together with general details of new cases, without providing any names, and went through them with the Committee. There had been no requests for dispensations from Members.

DISTRICT	PUBLIC	CLOSED	No further action	Matter related to actions in private capacity
DISTRICT	TDC CLLR	Awaiting MO to issue final decision	pending	IP consulted – relates to behaviour in a remote meeting
PARISH (X3)	PUBLIC	Awaiting MO final decision	pending	Last response received from final Cllr by 1 st February – case to be assessed – relates to alleged failure to declare interests
DISTRICT	MO	With Cllr to respond	pending	Deputy MO will be dealing with the case due to conflict

The Committee noted the foregoing.

15. **CASE REVIEW PRESENTATION AND GUIDANCE UPDATE FOR THE COMMITTEE ON DECISIONS AND ACTIONS TAKEN NATIONALLY**

The Monitoring Officer gave the Committee a presentation and guidance update on decisions and actions taken nationally. All of those decisions were in the public domain and the Monitoring Officer went through each one in turn.

The Monitoring Officer also informed the Committee that the Law Commission had put forward proposals for reforming the offence of misconduct in public office.

It was also noted that in respect of the LGA's Model Code of Conduct, version 1 had been launched in early December, followed by version 2 in late December 2020 and that the LGA would be issuing guidance throughout 2021. This would be the subject of further consideration by the Committee through a separate piece of work in due course.

The Committee noted the foregoing.

The meeting was declared closed at 11.02 am

Chairman

STANDARDS COMMITTEE

21 APRIL 2021

REPORT OF THE MONITORING OFFICER

A.1 **MANDATORY TRAINING FOR MEMBERS – ANNUAL UPDATE**

(Report prepared by Lisa Hastings)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To update the Standards Committee, as part of its agreed work programme, on the current position of mandatory training for Members (and named substitute members) of the Council's Audit, Licensing & Registration, Planning and Standards Committees.

EXECUTIVE SUMMARY

This report reiterates the Council's decision and constitutional requirement to make relevant training mandatory for Members, and their named substitutes, in respect of their membership on those committees which provide regulatory type functions. The report also details training undertaken and attendance to date.

RECOMMENDATION(S)

That the Standards Committee:

- (a) notes the contents of this report and its Appendices; and**
- (b) continues to encourage members of the Planning, Licensing & Registration and Audit Committees to attend all organised mandatory training events in order to comply with the requirements of the Council's Constitution.**

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The contents of the report and subsequent decision of the Standards Committee will enable the Council to demonstrate good governance in connection decision-making processes and monitoring of Member training.

FINANCE, OTHER RESOURCES AND RISK

Finance and Other Resources

Finance

The cost of external training organised for elected Members is met through a specified training budget and is therefore within existing resources. When changes are made to committee membership or named substitutes this does have an impact on the resources available. Although Officers will try to accommodate availability; alternative or additional training will not be offered to Members who fail to attend an organised session unless, or

until, a further larger session is available.

Sessions arranged by Tendring District Council are sometimes offered to other Councils for their Members to attend and in doing so a contribution towards the cost of hosting is received.

Risk

The integrity of Members, their decision-making and that of the Council and its committees, are part of good governance. Appropriate training should minimise or eradicate the risk of legal challenge through statutory appeals or judicial review.

The aim of the Planning Code & Protocol, which also makes reference to the requirements of attending training, is to ensure that in the planning process there are no grounds for suggesting that a decision has been biased, partial or not well founded in any way.

LEGAL & CONSTITUTIONAL

Mandatory attendance at site visits, briefings and specific training as a pre-requisite for Members (and named substitutes) of the Council's Audit, Licensing & Registration, Planning and Standards Committees is part of the Council Procedure Rules included within Part 4 of the Council's Constitution.

Planning and Licensing decisions can be challenged by specific statutory appeal routes in addition to being subject to judicial review on administrative grounds.

Various pieces of legislation provide criteria to be considered for the majority of decisions taken by the Council's Planning and Licensing & Registration Committees and the Miscellaneous Licensing and Premises and Personal Sub-Committees. Knowledge of their provisions and how these are applied, together with general decision-making principles are essential in those areas of expertise.

The aforementioned Planning Code and Protocol was approved by the Standards Committee and following a recommendation to full Council, incorporated within the Constitution. The Monitoring Officer has delegated authority from full Council to make minor amendments to the Constitution.

The Council Procedure Rules were amended in 2019 to expressly state that:

- A Member cannot sit as a member of the Planning Committee unless they have received specific training with regard to the determination of planning applications (CPR 33.3).
- A Member cannot sit as a member of the Licensing and Registration Committee unless they have received specific training with regard to the determination of applications for personal or premises licences submitted under the Licensing Act 2003.
- No Member can continue to sit as a member of the above committees if they have gone more than two years without attending any of the relevant training events.

OTHER IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder/Equality and Diversity/Health Inequalities/Area or Ward

affected/Consultation/Public Engagement.

Wards Affected: All

PART 3 – SUPPORTING INFORMATION

CURRENT POSITION

The Standards Committee, as part of its annual work programme since 2014 has received a report providing details of the mandatory training provided to members of the Planning and Licensing and Registration Committees.

Appendix A: Attached to this report are details of the training record for the Licensing & Registration Committee. As usual only one session was delivered, this year in October 2020, and covered a range of topics.

To ensure that the training is successful and the application of the principles is understood by Members, each session tends to have a workshop style question and answer session at the end. This style has been adopted by the Licensing & Registration Committee training sessions and has worked well for both Members and officers and encourages debate.

Members of the Planning Committee were invited to a session on Section 1 of the Local Plan following the receipt of the Planning Inspector's letter confirming soundness.

One Member received training for the Planning Committee during 2020.

A Member Training Session on Planning Appeals is due to be held on the evening of Tuesday 20 April 2021.

Due to the current COVID-19 Pandemic, during the course of 2020/21 Members received IT training to enable them to use Skype for Business and Microsoft Teams in order to conduct remote Committee meetings to be able to continue with the decision making of the Council. There were also regular All Member Briefings undertaken remotely through Skype for Business or Microsoft Teams throughout the year.

The mandatory training referenced in this report also forms part of the overall training provision for all Councillors within the framework established by the Council's "Councillor Development Statement" as reported to this Committee on 2 October 2019 (Minute 14 refers). It is clear that the development of that overall training provision as envisaged in the Statement has been adversely impacted by the Covid-19 pandemic. However, other training has been enhanced to address, for instance, use of IT for remote meetings and undertaking scrutiny in a remote meeting setting.

In relation to the general position on training for Councillors, Council on 16 March 2021 endorsed the following as part of its consideration of the report of the Monitoring Officer on the outcome of the latest review of the Constitution:

"that the views and wishes expressed by the Review of the Constitution Portfolio Holder Working Party in relation to Members' training and development be endorsed and that the Head of Democratic Services & Elections be requested to take all necessary action to implement those wishes as soon as possible."

The specific views expressed by the Review of the Constitution Portfolio Holder Working Party, included:

“There was support from Members for E-learning and a webinar based approach especially an E-learning modular approach whereby participants had to answer Questions to a high enough success rate in order to be deemed to have sufficient knowledge of that topic and be Passed;

Essex County Council be put forward as an approach to emulate; and

Officers investigate a suitable mechanism for regular Member input going forward such as a cross-party Member Working Group.”

It is intended to take the above forward following the elections on 6 May 2021 in view of restricted capacity among Officers and Councillors prior to that.

BACKGROUND PAPERS FOR THE DECISION

There are no background papers arising from this report.

APPENDICES

Appendix A: Licensing & Registration Committee Training Record 2020/21

COUNCILLOR	Member of a Licensing Committee	Named substitute of a Licensing Committee	LICENSING TRAINING PROGRAMME ATTENDANCE 2020/21								TOTAL 2020/21
			Cornerstone Barristers								
			Licensing Refresher 08/10/20								
C Winfield	✓		✓								1
V Guglielmi	✓		✓								1
A Coley	✓		✓								1
N Turner		✓	✓								1
A Davis	✓		✓								1
M Bush		✓									0
F Knowles	✓										0
J Henderson	✓										0
M Skeels	✓										0
L McWilliams	✓		✓								1
D Casey	✓										0

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STANDARDS COMMITTEE

21 APRIL 2021

REPORT OF THE MONITORING OFFICER

A.2 ANNUAL REPORT ON DECLARATIONS OF INTEREST AND ASSOCIATED MATTERS

(Report prepared by Ian Ford and Lisa Hastings)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To present the Committee with an overview on the register of, and declarations of, interests made by Members from 20 February 2019 until 31 March 2021.

EXECUTIVE SUMMARY

It was agreed at the meeting of the Standards Committee held on 29 June 2016 that, as part of its annual work programme, the Committee would receive an annual report on declarations of interest and associated matters. This report covers the period from 20 February 2019 to 31 March 2021. Due to the combination of the outbreak of the Covid-19 pandemic and the departure from the Council of the then Committee Services Officer this report was not submitted to the Committee in April last year.

RECOMMENDATION

That the Committee notes the contents of this report, subject to any comments or recommendations that the Committee may wish to make following its consideration of the report.

BACKGROUND AND CURRENT POSITION

In accordance with the Committee's Work Programme, this is an annual report on declarations of interest and associated matters. This report covers the period from 20 February 2019 to 31 March 2021 and provides statistics on:

- the number of declarations of interest made at meetings;
- the number of offers of gifts and hospitality that have been registered by Members during this period; and
- updates to the Members' Register of Interests.

The data has been collated from the Committee system Modern.gov which the Council started using as of August 2016 and from Members' submissions.

Register of Members' Disclosable Pecuniary Interests

The Council is required to publish the 'Register of Disclosable Pecuniary Interests' on its website in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, which prescribes the categories of interests.

It is confirmed that the Council's website includes a Register of Disclosable Pecuniary Interests for all District Councillors and this is updated, when an individual Member provides details of an amendment direct to the Monitoring Officer. Any entry, which is relevant to a business item on an agenda, must be declared by the individual Member and they must subsequently remove themselves from the meeting, unless a prior dispensation has been granted by the Monitoring Officer.

One individual dispensation has been requested during the relevant period.

Declarations of interest at meetings

Members are required to declare Personal and Disclosable Pecuniary Interests at meetings and those recorded on the committee system, as declared by District Councillors for the period 20 February 2019 to 31 March 2021 are set out in **Appendix A** to this report. All minutes of the meetings also record the declarations.

Use of Blanket dispensations

The Members' Code of Conduct at paragraph 7.3, as agreed by full Council in January 2018 contains blanket dispensations for any business of the Authority where that business relates to the Council functions in respect of:

- i. housing, where the Member is a tenant of the Authority provided that those functions do not relate particularly to their tenancy or lease;
- ii. school meals or school transport and travelling expenses, where the Member is a parent or guardian of a child in full time education, or are a parent governor of a school, unless it relates particularly to the school which the child attends;
- iii. statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where the Member is in receipt of, or are entitled to the receipt of, such pay;
- iv. an allowance, payment or indemnity given to Members;
- v. any ceremonial honour given to Members; and
- vi. setting Council Tax or a Precept under the Local Government Finance Act 1992

Since their introduction, some of these blanket dispensations have been called upon at meetings of the Cabinet and full Council.

Declarations of offers/receipt of gifts and hospitality

Following the Standards Committee review of the Council's Gift and Hospitality Policy for Members, new guidance and a notification form was issued to all District Councillors in May 2016. The record of declarations of offers/receipt of gifts and hospitality made by District Councillors in the time period covered by this report is shown as attached in **Appendix B**.

Updates to Members' Register of Interests

Since the new Members' Code of Conduct was adopted to take effect in April 2018, Members are required to register details of their Disclosable Pecuniary Interests and their Personal Interests within 28 days of becoming a Member (or being re-elected or reappointed) or a change in those details, in the Authority's Register of Interests. Personal

Interests are defined in Paragraph 5 of the Code as relating to or is likely to affect any item of business of the Authority within any of the six categories as set out in 5.1 (a) to (f).

Following Guidance and a Notification Form being issued in 2018, Members are advised to register their Personal Interests with the Monitoring Officer. In the time period covered by this report two Members have registered Personal Interests with the Monitoring Officer. To date these forms have not been published on the Council's website but retained within a central register. The most common declarations are made under paragraph 5.1 (d) being "any other body of which the Councillor is a member and in which they hold a position of general control or management –

- (i) exercising functions of a public nature;
- (ii) directed to charitable purposes; or
- (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union);

LEGISLATION/POLICY:

The Council's Code of Conduct for Members sets out guidance for Councillors regarding the registration and disclosure of interests. The relevant legislation is the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

APPENDIX

Appendix A: Table of Members' Declarations of Interest made at Council, Cabinet or Committee meetings 2019 - 2021

Appendix B: Record of declarations of offers/receipt of Gifts and Hospitality 2019 - 21

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A.2 Appendix A

Declarations of Interest in the Period of 20 February 2019 – 31 March 2021

	No. of Meetings	Disclosable Pecuniary Interest	Personal Interest	Points of Information for the Public Record Declarations	Pre-determined on a Planning Application (Planning Committee only)
Audit Committee	8	0	0	0	
Cabinet	19	0	25	2	
Community Leadership Overview and Scrutiny Committee	11	0	2	2	
Council	13	0	2	3	
Human Resources and Council Tax Committee	6	0	0	6	
Licensing and Registration Committee	2	0	0	0	
Miscellaneous Licensing Sub-Committee	6	0	0	1	
Planning Committee	27	1	24	25	7
Planning Policy and Local Plan Committee	7	0	7	1	
Premises / Personal Licences Sub-Committee	12	0	1	0	
Resources and Services Overview and Scrutiny Committee	17	0	13	22	
Standards Committee	6	0	0	0	

Town and Parish Councils' Standards Sub-Committee	0	0	0	0	
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User Gifts and Hospitalities

Thursday, 1st April, 2021, 11.00 am
2 results

Date range 20/02/2019 - 31/03/2021

Type	Name	Date	Title	Comment	Provided By	Value	Description
Councillors	Councillor Jayne Chapman	16/06/20	Gift	3 Bouquets flowers and an orchid	Residents	£100	various gifts
Councillors	Councillor Jayne Chapman	16/10/20	Gift	3 bouquets flowers, wine and champagne	Residents	£100	Various gifts

DRAFT COMMITTEE WORK PLAN – STANDARDS COMMITTEE

28th JULY 2021 (provisional date)

- Review of Tendring District Council's Code of Conduct; and
- Regular Complaints update by Monitoring Officer

27th OCTOBER 2021 (provisional date)

- Case review and guidance update for the Committee on decisions and actions taken nationally;
- Review of Social Media Guidance; and
- Regular Complaints update by Monitoring Officer

2nd FEBRUARY 2022 (provisional date)

- Update on Mandatory Training;
- Annual Report on declarations of interest (meetings, gifts and hospitality); and
- Regular Complaints update by Monitoring Officer

6th APRIL 2022 (provisional date)

- Work Programme 2022/2023; and
- Regular Complaints update by Monitoring Officer

Individual matters may be referred to these meetings by the Monitoring Officer in accordance with the Committee's Terms of Reference as necessary, for example, an appeal against dispensation decision or a Code of Conduct hearing.

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