APPENDIX 4

Contact with Councillor Dhillon/Representative

When	What
3 May 2011	Consideration and Hearing Sub-Committee refer for hearing but decision not published until after election date
20 May 2011	Issued Consideration and Hearing Sub-Committee 's decision notice to Councillor Dhillon
31 May 2011	Councillor Dhillon emails Committee Services to inform John Hathaway is representing him
1 June 2011	Committee Services confirm it will pass all paperwork on this matter to Mr Hathaway
18 June 2011	Letter to John Hathaway for availability
26 June 2011	Letter (recorded delivery and DX) to Mr Hathaway about hearing date and the need to respond by 5 July and asking for comments on report plus inform about pre hearing meeting
28 June 2011	Letter signed for by recorded delivery
30 June 2011	DX letter returned as no longer on DX
5 July 2011	Called Mr Hathaway's office but he was unavailable. Advised by his office that nothing in diary for 6 July in the morning
6 July 2011	Mr Hathaway calls to inform me he is not attending pre hearing as not received letters or emails. He believes they may have been misfiled by his staff. Asked me to email details and will respond by tomorrow morning
6 July 2011	Emailed paperwork
8 July 2011	Letter to Mr Hathaway with hearing date and seeking report/comments back before 9.30am on 13 July otherwise we will assume that report has been accepted
12 July 2011	Response received and agreeing to attend a fresh pre-hearing on 21 July 2011
21 July 2011	Pre-Hearing between Mr Hathaway, Monitoring Officer, Deputy Monitoring Officer, Council's Solicitor and Mr Keith-Lucas
3 August 2011	Letter to Mr Hathaway summarising main points agreed at pre hearing and confirming revised hearing date and seeking a response by 25 August 2011
23 July to 14 August 2011	Councillor Dhillon was believed to be out of the Country.

25 August	Telephoned Mr Hathaway and as unavailable asked for call back
2011	that day
30 August	Emailed Mr Hathaway and telephoned. Mr Hathaway was
2011	unavailable and asked Secretary to highlight the email sent and
	that a response was required by 3.00pm today