

 Executive 5 November 2014		Agenda Item No. 11
Title	Code of Conduct Consultation	
For further information about this report please contact	Graham Leach, graham.leach@warwickdc.gov.uk 01926 456114	
Wards of the District directly affected	None	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number		
Background Papers		

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality Impact Assessment Undertaken	No

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive		
Head of Service		
CMT		
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)		
Consultation & Community Engagement		
The appended documents are part of a wider consultation as set out in the report.		
Final Decision?		Yes/No
Suggested next steps (if not final decision please set out below)		

1. **Summary**

- 1.1 The report is brought to the Executive at the request of the Leader to enable the Executive to make a formal response on the proposed revised arrangements for handling complaints about Councillors and revised Code of Conduct.

2. **Recommendation**

- 2.1 The Executive comments on the revised arrangements and revised Code of Conduct.

3. **Reasons for the Recommendation**

- 3.1 brought to the Executive at the request of the Leader to enable the Executive to make a formal response on the proposed revised arrangements for handling complaints about Councillors and revised Code of Conduct as part of the wider ongoing consultation.

4. **Policy Framework**

- 4.1 **Policy Framework** – This report does impact on the Policy Framework.
- 4.2 **Fit for the Future** – The documents are in place to provide a key aspect of good governance within the Council to ensure that there are recognised accepted behaviours and appropriate arrangements in place for handling behaviour which does not meet this level. For this reason the documents focus on maintaining customer service and supporting the people within our community. In addition to this the revised arrangements seek to reduce the cost of investigations by placing a higher bar for a matter before it moves to investigation.
- 4.3 **Impact Assessments** – No impact assessments have been undertaken at this stage because these are part of an ongoing consultation.

5. **Budgetary Framework**

- 5.1 The report does not impact on the Budgetary Framework and any work as a result of this would be met from within the agreed Council budget.

6. **Risks**

- 6.1 The main risks associated with this report are minimal. This is because the report forms part of an ongoing consultation.

7. **Alternative Option(s) considered**

- 7.1 No alternative recommendations have been considered but the Executive could provide comments on the arrangements and Code of Conduct, along with the timetable table for implementation.

8. **Background**

- 8.1 The Standards Committee, at its meeting on 9 September 2014, approved the attached documents for consultation. Following this approval the Leader felt it

would be appropriate for the Executive to pass its views on the documents, this way it would help to raise its profile with other members and would also enable the Scrutiny Committees to discuss it if desired.

8.2 The agreed timeline for introduction of the revised documents and Code of Conduct is as follows:

- The draft proposals are sent to All Parish and Town Councillors, WCC Legal, all Warwick District Councillors and WALC, for comments by 7 November 2014
- Executive consider draft proposals 5 November 2014
- Working Party meet on the afternoon of 19 November 2014
- Standards Committee on 16 December 2014 for recommendation to Council
- Adopted by Council from 28 January 2015 to come into force from 11 May 2015
- Copies sent to all Parish & Town Councils asking them to adopt from 11 May 2015.

8.3 In summary the key changes made from the current arrangements are:

- Inclusion of details of the informal resolutions that would be expected, dependent on who the complaints is from;
- Revised and significantly reduced approach to investigation of complaints;
- Revised definition of relevant persons for other interests so it only covers the councillor and their spouse (as described by the Localism Act);
- Revised Disclosable Pecuniary Interest Form so all interest belonging to the Councillor and Spouse are in a box and for the first time guidance on completing the DPI form;
- Rewritten guidance document so they are in the third person and not focused on the complainants perspective;
- Some minor amendments to the complaint form to make it more user friendly;
- A revision to the deadline for complaints to be made within three months of an incident occurring unless there are exceptional circumstances. Previously this had been 12 months.