

<b>Committee</b>	<b>Date</b>	<b>Classification</b>	<b>Report No.</b>	<b>Agenda Item No.</b>
Standards Advisory Committee	8 <sup>th</sup> September 2014	Unrestricted		
<b>Report of:</b>  John Williams, Service Head Democratic Services		<b>Title :</b>  Standards (Advisory) Committee: Terms of Reference,, Membership, Quorum, Dates of meetings and Establishment of Sub-Committees 2014/15		
<b>Originating Officer(s) :</b>  Angus Taylor, Principal Committee Officer, Democratic Services		<b>Ward(s) affected:</b> All		

## 1. Summary

- 1.1 This report sets out the Terms of Reference, Membership, Quorum and Dates of meetings of the Standards (Advisory) Committee [SAC] for the Municipal Year 2014/15; and invites the Committee to establish Sub-Committees in accordance with the Standards arrangements agreed by the Authority.

## 2. Recommendation

The SAC is recommended to:-

- 2.1 Note its Terms of Reference, Membership, Quorum, Dates of future meetings and timing thereof, as set out in Appendices 1, 2 and 3 to this report;
- 2.2 Establish the following sub-committees for the municipal year 2014/15, to be convened as required on an ad hoc basis with membership agreed by the Monitoring Officer/ Interim Monitoring Officer from amongst the members of the SAC, including in each case a minimum of three members, at least two of whom shall be co-opted members in accordance with the arrangements agreed by the Authority:-
- Investigation and Disciplinary Sub-Committee
  - Hearing Sub-Committee
  - Dispensations Sub-Committee

### **3. Background**

- 3.1 At the Annual General Meeting (AGM) of the full Council held on 11 June 2014, the Authority approved the proportionality, establishment of the Committees and Panels of the Authority (including the SAC) and appointment of Members thereto. Following the revised allocation of places agreed by the full Council (30<sup>th</sup> July 2014) further to the review of proportionality, required after the Blackwall and Cubitt Town election on 3<sup>rd</sup> July, there were some changes to the appointment of Conservative Group Member/ Deputies..
- 3.2 It is traditional that following the full Council AGM at the start of the Municipal Year, at which various committees are established, that those committees note their Terms of Reference, Membership and Quorum for the forthcoming Municipal Year. These are set out in Appendix 1 and 2 to the report respectively.
- 3.3 The dates of SAC meetings for the remainder of the Municipal Year, agreed by the full Council on 11<sup>th</sup> June 2014 [Calendar of Meetings for the 2014/15 Municipal Year] are set out in Appendix 3 to this report.
- 3.4 Meetings are scheduled to take place at 7.30pm in accordance with the Calendar of Meetings for the 2014/15 Municipal Year agreed by the full Council and set out in the Committee Rules of Procedure in the Authority's Constitution.

### **4. Composition of the SAC**

#### **4.1 Membership:**

- 4.1.1 The Authority (full Council) has agreed that the SAC shall comprise of:
- Members of the Council (not including the Mayor or more than one Cabinet Member), appointed by the full Council in accordance with the requirements of political proportionality.

- Up to seven persons who are not Members or officers of the Council or any other relevant authority (i.e. Co-opted members) who will be entitled to vote at meetings.

4.1.2 Co-opted members may serve as many terms of appointment as the full Council considers appropriate. A person may not be appointed as a co-opted member of the SAC or one of its sub-committees unless the appointment is approved by full Council.

4.1.3 When the SAC was first established in 2012, six of the seven independent members of the former Standards Committee were re-appointed as co-opted members of the SAC, by the full Council, for a four year term of office (to May 2016). The 6 included:-

Ms Salina Begum  
 Mr Denzil Johnson  
 Mr Barry Lowe  
 Mr Eric Pemberton  
 Ms Sue Rossiter  
 Mr Matthew William Rowe

4.1.4 The subsequent resignation of Ms Sue Rossiter and Mr Denzil Johnson (the latter due to temporary business commitments abroad) in 2013 resulted in a formal public recruitment process and the appointment by full Council on 18 September 2013 of the following co-opted members of the SAC:-

Mr Grenville Mills	18 September 2013 to 30 April 2014 temporarily replacing Mr Denzil Johnson. Mr Mills resigned on 31 March 2014 creating a temporary vacancy pending the return of Mr Johnson.
Mr John Pulford MBE	(18 September 2013 to September 2017).
Mr Denzil Johnson	(01 May 2014 to May 2016) ie re-appointment for the

	remainder of the original term approved by full Council in June 2012 and accommodating his temporary resignation.
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4.1.5 In 2012, the seventh independent member (and Chair) of the former Standards Committee, Mr. Barry O'Connor, was appointed as the Interim 'Independent Person' under the new Standards arrangements agreed by the Authority. Mr O'Connor was therefore not appointed as a co-opted member of the SAC However it was intended that he would return as a co-opted member once his interim role finished, and in the meantime it was agreed that Mr. O'Connor continue to be invited to attend SAC meetings as an observer. Mr O'Connor's role as IIP ended in July 2013 and full Council (18 September 2013) confirmed his appointment as a co-opted member of the SAC (18 September 2013 to September 2017).

4.1.6 The currently co-opted members of the SAC are therefore as follows:-

Ms Salina Begum	To May 2016
Mr Denzil Johnson	To Sept 2017
Mr Barry Lowe	To May 2016
Mr Eric Pemberton	To May 2016
Mr Matthew William Rowe	To May 2016
Mr John Pulford MBE	To Sept 2017
Mr Barry O'Connor	To Sept 2017

## 4.2 Observers

4.2.1 With respect to the 'Independent Person' (IP) role introduced nationally under the new 'standards regime resulting from the Localism Act 2011, a public recruitment exercise concluded in June 2013 with the recommendation to full Council (26 June 2013) to make appointments of an IP and Reserve IP as follows:-

- IP - Ms Elizabeth Hall
- Reserve IP – Ms Ezra Zahabi

The recommended appointments were subsequently approved by full Council. Council also agreed that the IP and Reserve IP would be invited to all future SAC meetings in the capacity of observers.

#### 4.3 Chairing the Committee

The full Council has agreed that the Chair and the Vice Chair of the SAC will be appointed from the co-opted members of the SAC.

#### 4.4 Quorum

The quorum for meetings of the SAC and for each of its sub-committees is three of the total membership and this must include at least one councillor and one co-opted member. A co-opted member shall Chair the meeting.

### **5. Comments of the Chief Financial Officer**

5.1 This report describes the Terms of Reference, Membership, Quorum and Dates of meetings of the SAC for the Municipal Year 2014/15 for the information of members of the Committee. It also invites the SAC to establish Sub-Committees.

5.2 There are no specific financial implications arising from the reports recommendations however in the event that the Authority agrees further action in response to this report's recommendations then officers will be obliged to seek the appropriate financial approval before further financial commitments are made.

## **6. Legal Comments**

- 6.1 The Localism Act 2011 introduced a number of changes to the Standards regime. The Authority has amended its own arrangements in line with those, including the establishment of a Standards (Advisory) Committee.
- 6.2 The information provided for the Committee to note is in line with the Authority's Constitution and the resolutions made by the full Council on 18<sup>th</sup> May 2011 and the full Council AGM held on 11th June 2014.
- 6.3 The report incorporates legal comments.

## **7. One Tower Hamlets Considerations**

- 7.1 There are no specific One Tower Hamlets considerations, including anti-poverty and equal opportunity implications, arising out of this report.

## **8. Sustainable Action for a Greener Environment**

- 8.1 There are no specific SAGE implications arising from the recommendations in the report.

## **9. Risk Management Implications**

- 9.1 A robust Standards (Advisory) Committee is essential in ensuring the resilience of the Authority's ethical framework.

## **10. Crime and Disorder Reduction Implications**

- 10.1 There are no specific crime and disorder reduction implications, arising out of this report.

## **11. Appendices**

Appendix 1 SAC Terms of Reference  
Appendix 2 SAC Membership 2014/15  
Appendix 3 SAC Scheduled Meeting Dates 2014/15

**LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF  
THIS REPORT**

**Brief description of "background paper"**

**Name and  
telephone number  
of holder and  
address where  
open to inspection**

No unpublished background papers

N/A