

# **WOKINGHAM BOROUGH COUNCIL**

**A MEETING OF THE**

**STANDARDS COMMITTEE**

**HEARINGS AND ASSESSMENT  
SUB-COMMITTEE**

**WILL BE HELD AT THESE OFFICES**

**ON**

**MONDAY 28 SEPTEMBER 2009**

**AT**

**2.00 PM**

**MEETING OF THE  
STANDARDS COMMITTEE  
HEARINGS AND ASSESSMENT SUB-COMMITTEE**

**ON**

**MONDAY 28 SEPTEMBER 2009**

**AT**

**2.00 PM**

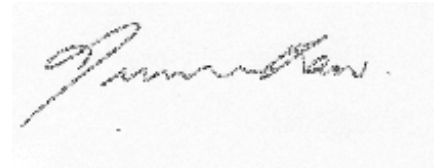
**AGENDA**

**Civic Offices  
Shute End  
Wokingham  
Berkshire**

**Susan Law  
Chief Executive**

**To: The Chairman and Members of the Standards Committee**

A Meeting of the **STANDARDS COMMITTEE HEARINGS AND ASSESSMENT SUB-COMMITTEE** will be held at the Civic Offices, Shute End, Wokingham on **Monday 28 September 2009 at 2.00 pm.**



Susan Law  
Chief Executive  
18 September 2009

**Elected WBC Member:** Malcolm Storry

**Independent Members :-** David Comben and David Soane

| <b>ITEM NO.</b> | <b>WARD</b>   | <b>SUBJECT</b>  | <b>PAGE NO.</b> |
|-----------------|---------------|---|-----------------|
| <b>1.00</b>     | None Specific | <b>ELECTION OF CHAIRMAN OF THE HEARING</b><br>To elect a Chairman for the Hearing   |                 |
| <b>2.00</b>     | None Specific | <b>APOLOGIES</b><br>To receive any apologies for absence  |                 |
|                 |               | <b>PRELIMINARY PROCEDURAL ITEMS</b>   |                 |
| <b>3.00</b>     | None Specific | <b>DECLARATIONS OF INTEREST</b><br>The Chairman shall ask the members of the Sub-Committee to disclose the existence and nature of any personal or prejudicial interests which they have in the matter, and to withdraw from consideration of the matter if required. |                 |

- 4.00**      None Specific      **QUORUM**  
The Chairman shall confirm that the Sub-Committee is quorate. The quorum for the Sub-Committee is three Members of the Standards Committee, of whom at least one must be an independent member of the Standards Committee and one of whom must be an elected member of Wokingham Borough Council.
- 5.00**      None Specific      **HEARINGS PROCEDURE**  
The Chairman shall confirm that all present know the procedure which the Sub-Committee will follow in determining the matter. The procedure for local hearings is attached.
- 6.00**      None Specific      **PROCEEDING IN THE ABSENCE OF THE MEMBER**  
If the Member is not present at the start of the hearing:-
- a) The Chairman shall ask the Monitoring Officer whether the Member has indicated his/her intention not to attend the hearing:
  - b) The Sub-Committee will then consider any reasons which the member has provided for not attending the hearing and shall decide whether it is satisfied that there is sufficient reason for such failure to attend;
  - c) If the Sub-Committee is satisfied with such reasons, it shall adjourn the hearing to another date;
  - d) If the Sub-Committee is not satisfied with such reasons, or if the member has not given any such reasons, the Sub-Committee shall decide whether to consider the matter and make a determination in the absence of the member or to adjourn the hearing to another date.
- 7.00**      **EXCLUSION OF THE PUBLIC**  
The Sub-Committee may exclude the press and public from its consideration of this matter where it appears likely that confidential or exempt information will be disclosed in the course of this consideration.
- The Chairman shall ask the Member, the Investigating Officer and the Legal Advisor to the Sub-Committee whether they wish to exclude the press and public from all or part of the hearing. If any of them so request, the Chairman shall ask them to put forward reasons for so doing and for ask for responses from the others, being mindful that guidance from Standards for England is that hearings should be held in public wherever possible. The Sub-Committee will then determine whether to exclude the press and public from all or part

of the hearing.

Where the Sub-Committee does not resolve to exclude the press and public, the Agenda and any documents which have been withheld from the press and public in advance of the meeting shall then be made available to the press and public.

If the Sub-Committee decides to exclude the press and public it must pass the following resolution:

*“That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 7 (c) of Part 1 of Schedule 12A of the Act (as amended) as appropriate*

8.00

**ALLEGATION OF FAILURE TO OBSERVE THE  
CODE OF CONDUCT – COMPLAINT CMPL02745,  
WOKINGHAM BOROUGH COUNCIL**

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To consider the report of the Investigating Officer.

**CONTACT OFFICERS**

|                      |  |                          |
|----------------------|--|--------------------------|
| <b>Kevin Jacob</b>   | <b>Principal Democratic Services Officer</b> | <b>Tel 0118 974 6058</b> |
| <b>Sue Balbi</b>     | <b>Team Support Officer</b>                  | <b>Tel 0118 974 6054</b> |
| <b>Janet Grainge</b> | <b>Team Support Officer</b>                  | <b>Tel 0118 974 6059</b> |
| <b>Fax</b>           | 0118 974 6057                                |                          |
| <b>Email</b>         | democratic.services@wokingham.gov.uk         |                          |

This is an agenda for a Meeting of the Standards Committee

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