

Appendix 2

Amendment to Standards Procedure ('ARRANGEMENTS FOR DEALING WITH COMPLAINTS ABOUT THE CODE OF CONDUCT FOR MEMBERS')

Note: strikethrough indicates text removed. Underline indicates new text.

Section	10. Completion of the Investigation
Proposed Changes	<p>On completion of an investigation, the Monitoring Officer may decide:-</p> <ul style="list-style-type: none">• to take no further action <u>irrespective of whether there is a breach or not;</u>• <u>there have been breaches</u> but to seek to resolve the matter informally; or• <u>to</u> refer the matter to a hearing <p>The matter will be regarded as complete if the Monitoring Officer receives the final report and accepts that no further investigation is necessary.</p>
Section	11. Hearing Panel
Proposed Changes	<p>The final report will be sent to the subject member, complainant and Independent Persons and town/parish council if relevant.</p> <p>Where appropriate, the Monitoring Officer will arrange for a Hearing Panel to meet and consider the allegation and report of the Investigating Officer and to determine the outcome of the complaint. The Hearing Panel will have regard to its Procedure for Conducting a Hearing.</p> <p>The authority to make a determination of breach rests solely with the Hearing Panel <u>once the Monitoring Officer decides to refer the matter to a hearing.</u></p>

Section	14 Transparency Arrangements
Proposed Changes	<p><u>All decision notices where there is a finding of a breach of the Code of Conduct, either following a decision by the Monitoring Officer after formal investigation, or by a Standards Panel, will be published on the Council's website.</u></p> <p><u>Such notices will be retained until the later of 6 years, or the subject member ceasing to be an elected member.</u></p> <p><u>The Monitoring Officer (in consultation with the Chair of Stands Panel) may also publish for such period as considered appropriate other decision notices that do not amount to a breach.</u></p> <p><u>All decision notices, whether following initial assessment by the Monitoring Officer, formal investigation by the Monitoring Officer, or decision of the Standards Panel, will be copied to the members of the Standards Panel. This will include:</u></p> <p><u>following Initial Assessment:</u></p> <ol style="list-style-type: none">1. <u>no further action should be taken on the allegation (e.g. there is no breach or no jurisdiction);</u>

2. the matter should be dealt with through a process of informal resolution in the first instance (e.g the member has agreed to apologise) or;
3. the matter should be referred for a formal investigation (see section on investigations).

following Formal investigation by the Monitoring Officer:

1. There has been no breach and therefore no further action will be taken;
2. There have been one or more breaches, but no further action is needed (for example: the member has already apologised for the breach);
3. There have been one or more breaches, but the matters should be resolved in a way other than by a hearing (e.g an appropriate form of resolution or actions to be taken); or
4. That the matters be referred to a hearing