

To: All Members of the STANDARDS PANEL
(Other Members for Information)

When calling please ask for:

Ema Dearsley, Democratic Services Officer
Policy and Governance

E-mail: ema.dearsley@waverley.gov.uk

Direct line: 01483 523224

Calls may be recorded for training or monitoring

Date: 19 January 2018

Membership of the Standards Panel

Cllr Michael Goodridge (Chairman)
Cllr Mike Band
Cllr Carole Cockburn
Cllr Kevin Deanus
Cllr David Else

Cllr Pat Frost
Cllr Stephen Hill
Cllr David Hunter
Cllr John Ward

Town/Parish Representatives

Cllr Joan Holroyd – Elstead Parish Council
Cllr Richard Jameson – Bramley Parish Council

Dear Member

A meeting of the STANDARDS PANEL will be held as follows:

DATE: MONDAY, 29 JANUARY 2018

TIME: 4.30 PM

PLACE: COMMITTEE ROOM 1, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the meeting is set out below.

Yours sincerely

ROBIN TAYLOR

Head of Policy and Governance

Most of our publications can be provided in alternative formats. For an audio version, large print, text only or a translated copy of this publication, please contact committees@waverley.gov.uk or call 01483 523351

NOTE FOR MEMBERS

Members are reminded that contact officers are shown at the end of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

AGENDA

1. **MINUTES**

To confirm the minutes of the meeting which took place on 3 October 2017.

2. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

3. **DISCLOSURES OF INTEREST**

To receive any disclosures of interest.

4. **QUESTIONS BY MEMBERS OF THE PUBLIC**

The Chairman to respond to any questions received from members of the public in accordance with Procedure Rule 10.

MONITORING OFFICER MATTERS

5. **REVIEW OF COMPLAINTS SUBMITTED TO THE MONITORING OFFICER**
(Pages 7 - 16)

The Standards Panel last received a report of complaints submitted to the Monitoring Officer under the Member Code of Conduct in July 2016 and prior to that in January 2015.

This report summarises the complaints received since the last report.

Recommendation

That the Standards Panel receives the report and makes any observations on it to the Monitoring Officer.

CONSTITUTIONAL BUSINESS

6. **REVIEW OF THE SCHEME OF DELEGATION** (Pages 17 - 50)

The Council, at its meeting on 25 April 2017, adopted a new Scheme of Delegation to Officers based on a new approach of operating as an 'exception' scheme, wherein all powers and functions are delegated down to officers with the exception of any powers and functions that either must remain with a specific Committee (or with the Council), or which the Council has previously decided must rest with members.

At the point of adopting the scheme, members were mindful that with such a

significant change in approach and ways of working, the scheme would need to be kept under regular review and any proposed adjustments reported back to members at the appropriate time. Some initial amendments have already been considered and reviewed by the Standards Panel in June 2017, and further changes are now proposed which reflect some areas where officers have identified issues which can now be addressed. The proposed amendments are shown as tracked changes in the report. In accordance with the Council's constitution, the proposed changes to the document are to be commented upon by the Standards Panel prior to their consideration by the Executive and Council.

Recommendation

It is recommended that the Standards Panel reviews the report and recommends to the Executive and Council that the revised Scheme of Delegation be approved and adopted.

7. AUDIT COMMITTEE TERMS OF REFERENCE (Pages 51 - 54)

The Audit Committee reviewed its Terms of Reference at its meeting on 20 November 2017. Changes are proposed which make the document easier to read and the Committee's remit clearer.

Recommendation

It is recommended that the highlighted changes to the Audit Committee's Terms of Reference be recommended to the Council for adoption.

8. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:

Recommendation

That, pursuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

9. LEGAL ADVICE

To consider any legal advice relating to any applications in the agenda.

**For further information or assistance, please telephone
Ema Dearsley, Democratic Services Officer, on 01483 523224 or by
email at ema.dearsley@waverley.gov.uk**