

## **Joint Standards Committee**

**To:** Councillors Runciman (Chair) Fisher, Kent, Pavlovic and Steward (CYC Members)  
Councillors Chambers, Geogheghan-Breen and Waudby (Vice Chair) (Parish Council Members)

Roseleen Mazza (Independent Person)

**Date:** Monday, 1 December 2025

**Time:** 4.00 pm

**Venue:** West Offices, Station Rise, York

### **AGENDA**

**1. Apologies for Absence**

To receive and note apologies for absence.

**2. Declarations of Interest** (Pages 5 - 6)

At this point in the meeting, Members and co-opted members are asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

[Please see the attached sheet for further guidance for Members.]

**3. Exclusion of Press and Public**

To consider the exclusion of the press and public from the meeting during consideration of exempt Annexes A(ii) and B (ii) to Agenda Item 9 (Monitoring report in Respect of Complaints Received) on the grounds that it contains information which is likely to reveal the identity of individuals.

This information is classed as exempt under paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

**4. Minutes** (Pages 7 - 10)

To approve and sign the minutes of the meeting of the Joint Standards Committee held on 16 September 2025.

**5. Public Participation**

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee.

**Please note that our registration deadlines are set as 2 working days before the meeting, in order to facilitate the management of public participation at our meetings. The deadline for registering at this meeting is 5:00pm on Thursday, 27 November 2025.**

To register to speak please visit [www.york.gov.uk/AttendCouncilMeetings](http://www.york.gov.uk/AttendCouncilMeetings) to fill in an online registration form. If you have any questions about the registration form or the meeting, please contact Democratic Services. Contact details can be found at the foot of this agenda.

**Webcasting of Public Meetings**

Please note that, subject to available resources, this meeting will be webcast including any registered public speakers who have given their permission. The meeting can be viewed live and on demand at [www.york.gov.uk/webcasts](http://www.york.gov.uk/webcasts).

**6. Appendix 29 - Joint Standards Committee Procedures**

Members are asked to consider and provide feedback on the proposed draft changes to Appendix 29 of the Council's constitution. [Report to follow]

**7. Review of Work Plan** (Pages 11 - 14)

To consider the Committee's work plan for the current year and decide whether any amendments or additions are required.

**8. Urgent Business**

Any other business which the Chair decides is urgent under the Local Government Act 1972.

**9. Monitoring Report on Complaints Received** (Pages 15 - 26)

To receive a routine update report on recent standards complaints.

Democracy Officer:

Jane Meller

Contact Details:

Telephone: (01904) 555209

Email: [jane.meller@york.gov.uk](mailto:jane.meller@york.gov.uk)

For more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

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**We can also translate into the following languages:**

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (ہولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

### Declarations of Interest – guidance for Members

- (1) Members must consider their interests, and act according to the following:

Type of Interest	You must
Disclosable Pecuniary Interests	Disclose the interest, not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.
Other Registrable Interests (Directly Related) <b>OR</b> Non-Registrable Interests (Directly Related)	Disclose the interest; speak on the item <u>only if</u> the public are also allowed to speak, but otherwise not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.
Other Registrable Interests (Affects) <b>OR</b> Non-Registrable Interests (Affects)	Disclose the interest; remain in the meeting, participate and vote <u>unless</u> the matter affects the financial interest or well-being: (a) to a greater extent than it affects the financial interest or well-being of a majority of inhabitants of the affected ward; and (b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest. In which case, speak on the item <u>only if</u> the public are also allowed to speak, but otherwise do not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.

- (2) Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (3) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations,

and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.

City of York Council	Minutes
Meeting	Joint Standards Committee
Date	16 September 2025
Present	<p>Councillors Fisher, Pavlovic (from 4.45pm), Runciman (Chair) and Steward (CYC Members)</p> <p>Councillor Geogheghan-Breen (Parish Council Member)</p> <p>Ms R Mazza (Independent Person)</p>
Apologies	Councillor Kent, Parish Councillors Waudby and Chambers and Mr J Leigh (Independent Person)
External Attendee	PC Stephen Armitage, North Yorkshire Police
Officers Present	<p>Chris Coss, Head of Legal Services</p> <p>Julie Gallagher, Head of Democratic Services</p>

#### **10. Apologies for Absence (4.02 pm)**

Apologies were received and noted from Cllr Kent, Parish Cllr Waudby and Mr Joe Leigh (Independent Person).

On behalf of the committee members, the Chair conveyed her best wishes and thanks to Mr Leigh, who had announced his retirement from the role as independent person.

#### **11. Declarations of Interest (4.03 pm)**

Members were asked to declare any personal interests not included on the Register of Interests, or any prejudicial interests or disclosable pecuniary interests which they might have in respect of business on the agenda. None were declared.

#### **12. Exclusion of Press and Public (4.03 pm)**

Resolved: That the press and public be excluded from the meeting during consideration of the exempt versions

of Annexes A and B to Agenda Item 8 (Monitoring Report in Respect of Complaints Received), on the grounds that they contain information likely to reveal the identity of individuals, which is classed as exempt under Paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006.

**13. Minutes (4.03 pm)**

Resolved: That the minutes of the meeting of the Joint Standards Committee held on 8 July 2025 be approved and signed as a correct record.

**14. Public Participation (4.04 pm)**

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

**15. Review of Work Plan (4.04 pm)**

Members considered the committee's work plan for the current municipal year and agreed the proposed changes to the diarised dates for the meeting in November and March 2026.

The Head of Legal Services asked to bring a revised version of Appendix 29, Joint Standards Committee Procedures to the meeting in November, explaining that the Director of Governance had asked him to review the document with a view to streamlining the process.

The Chair provided an update on the work of the Member Development Working Group, which had its first meeting in August. She noted some of the topics that they wanted to cover and asked PC Steve Armitage to provide an update on member safety. The Chair also raised member Corporate Parenting responsibilities as a possible topic for member training and development.

PC Armitage explained that he was able to provide a personal safety briefing to members through the Operation Ford programme, this could be delivered either in person or via Teams. Plans were being made by Democratic Services to schedule the briefing for members. In response to questions,



he confirmed that Operation Ford covered only Ward and City Councillors plus MPs, however he was open to Parish Councillors attending the briefings if that could be arranged. He was asked how members should report incidents to the police and advised that members should log incidents through the police non-emergency number, 101, unless there was an immediate risk in which case the emergency number, 999, should be used. For advice, he recommended emailing himself and the main Operation Ford address to ensure a prompt response. It was agreed to invite PC Armitage to the next meeting of the Member Development Working Group.

Resolved: That the work plan be approved subject to the following additions:  
20 November 2025: Appendix 29, Joint Standards Committee Procedures, Revisions

Reason: To ensure that the committee has a planned programme of work in place.

**16. Monitoring Report on Complaints Received (4.17 pm)**

Members considered a report which provided an update on current business as regards complaints.

Resolved: That the report be noted.

Reason: To ensure that the committee is aware of current levels of activity.

Cllr C Runciman, Chair

The meeting started at 4.01 pm and finished at 5.08 pm.

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## Work Plan for Joint Standards Committee 2025/26

<b>Meeting Date</b> (4.00pm start time)	<b>Items</b>	<b>Notes</b>
8 July 2025	<ul style="list-style-type: none"> <li>• Monitoring report in respect of complaints received.</li> <li>• Review of Work Plan</li> </ul>	Standard Item
16 September 2025	<ul style="list-style-type: none"> <li>• Report on the proposed changed to appendix 29, case handling procedures</li> <li>• Review of Work Plan, <i>agree proposed change to meeting dates.</i></li> <li>• Monitoring report in respect of complaints received.</li> </ul>	Standard Item
<del>20 November 2025</del> 01 December 2025	<ul style="list-style-type: none"> <li>• Appendix 29, Joint Standards Committee Procedures, Revisions</li> <li>• Review of Work Plan</li> <li>• Monitoring report in respect of complaints received.</li> </ul>	Chris Coss  Standard Item
22 January 2026	<ul style="list-style-type: none"> <li>• Monitoring report in respect of complaints received.</li> <li>• Review of Work Plan</li> </ul>	Standard Item

<b>19 March 2025</b>	<ul style="list-style-type: none"> <li>• Monitoring report in respect of complaints received.</li> <li>• Review of Work Plan</li> </ul>	Standard Item
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Pending items for consideration:

- Member Training and Development
- Review of Citywide Democratic Engagement of Parished and Non Parished areas
- Case Handling Procedures
- Local Government Standards Framework Update
- Parish Council Liaison

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**Joint Standards Committee****1 December 2025**

Report of the Deputy Monitoring Officer

**Monitoring Report in respect of Complaints Received****Summary**

1. This report is to update the Committee on the position regarding ongoing and recently closed complaints.

**Background**

2. The Joint Standards Committee is responsible for promoting a culture of openness, accountability, probity and the maintenance of high standards of conduct by members. In order to do so, it reviews all code of conduct complaints. This enables, amongst other things:
  - Monitoring overall numbers of complaints allowing comparison with similar authorities
  - Monitoring trends of increasing/decreasing levels of complaints and identifying links to key events or triggers
  - Identifying common types of complaints which may illustrate a need for enhanced training and information
  - Assessing the efficacy of sanctions imposed by noting changes in complaint numbers relating to a particular circumstance or member following previous intervention.
  - Assessing the efficacy of the complaints procedure and identifying possible improvements.

**Commentary on Case Logs****Open cases**

3. There are currently 2 open cases. A verbal update will be provided at the meeting.

### **Cases closed since last JSC**

4. Four cases have been closed since the last committee meeting. Case reference 2025/10 was closed as it fell outside the code of conduct. Cases 2025/09 and 2025/12 were closed as a delay or failure to respond is not of itself capable of disrespect, or bringing the role or Authority into disrepute, therefore did not constitute a breach of the code. 2025/11 was closed following informal resolution.

### **Implications**

#### **Financial**

5. Not applicable to this report.

#### **Human Resources (HR)**

6. Not applicable to this report.

### **Equalities**

7. Maintaining standards across the City through the Code of Conduct ensures that an ethical framework can be adhered to, including ensuring that equality issues form an integral part of that framework.

### **Legal**

8. Monitoring the standards procedure and its effectiveness is required under section 27 Localism Act 2011, encouraged by the LGA and the Committee on Standards in Public Life and a defined function of the Joint Standards Committee under Article 10 of the Constitution.

### **Crime and Disorder, Information Technology and Property**

9. Not applicable to this report.

### **Recommendations**

10. That the Joint Standards Committee notes the content of this report, in order to ensure that the Committee is aware of the current levels of activity and is able to provide oversight of the complaints' procedure.



**Author & Officer Responsible  
for the report:**

Julie Gallagher

Head of Democratic Services  
and Deputy Monitoring Officer  
julie.gallagher@york.gov.uk

**Report  
Approved**

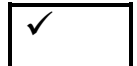


**Date**

21 November  
2025

**Wards Affected:**

**All**



**For further information please contact the author of the report**

**Background Papers:**

Annex A (i) - Table showing open complaints (public)

Annex A (ii) - Table showing open complaints (confidential)

Annex B (i) - Table showing recently closed complaints

Annex B (ii) - Table showing recently closed complaints (confidential)

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## Annex A (i)

### Open Complaints Log - Public

Case ref	City or Parish	Complainant	Date Received	Nature of Complaint	Status / updates
2025/07	CYC	5 x residents	17/08/25	The complainants allege the Councillor posted an abusive message on 'X', and therefore breached paragraphs 3.1, 3.3 and 3.7 of the code of conduct.	This complaint is currently being assessed by the Deputy Monitoring Officer.  IP views sought.
2025/08	CYC	Resident	28/08/25	The complainant alleges the Councillor sent unprofessional and inappropriate correspondence via email. The complainant also alleges the correspondence was dismissive and bring the council into disrepute.	This complaint is currently being assessed by the Deputy Monitoring Officer.  IP views sought.

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## Annex B (i)

### Recently Closed Complaints Log - Public

Case ref	City or Parish	Complainant	Date Received	Nature of Complaint	Status / updates
2025/09	CYC	York resident	18/09/2025	The complainant alleges that the Councillor has not responded to them on multiple occasions.	<p>This complaint is currently being assessed by the Deputy Monitoring Officer.</p> <p>The complaint was assessed in accordance with the published procedure for handling Code of Conduct complaints, and a decision was made to take no further action. This is because a delay/failure to respond is not of itself capable of amounting to disrespect, or of bringing the role or Authority into disrepute and therefore does not constitute a breach of the code. Parties notified, complaint closed.</p>
2025/10	Parish	York resident	24/09/2025	The complainant alleges that the Councillor acted in an unprofessional manner in relation to a comment on social media.	<p>This complaint is currently being assessed by the Deputy Monitoring Officer.</p> <p>The Deputy Monitoring Officer reached the conclusion that this matter is outside of the scope of the code of conduct. This is because the subject member was not acting in their capacity as a Parish Councillor when the alleged breach occurred. There was no reference in the comment or on the Councillor's social media profile to their role as a Parish Councillor, and the post made was not in relation to any duty they may have as a Councillor. Parties notified, complaint closed.</p>

## Annex B (i)

### Recently Closed Complaints Log - Public

Case ref	City or Parish	Complainant	Date Received	Nature of Complaint	Status / updates
2025/11	CYC	Resident	07/10/2025	The complainant alleges the Councillor did not declare an interests regarding a planning application and was not impartial	Complaint closed – informal resolution
2025/12	CYC	Resident	12/11/2025	The complainant alleges that Councillors have not responded to email correspondence they have received, and in not doing so breached the Code of Conduct.	Complaint closed – no further action.  The complaint was assessed in accordance with the published procedure for handling Code of Conduct complaints, and a decision was made to take no further action. This is because a delay/failure to respond is not of itself capable of amounting to disrespect, or of bringing the role or Authority into disrepute and therefore does not constitute a breach of the code. Parties notified, complaint closed.

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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