

**Notice of public meeting of
Joint Standards Committee - Assessments Sub-Committee**

To: Councillors Douglas and Fisher (CYC Members)
Councillor Rawlings (Parish Council Member)

Ms Davies (Independent Person)

Date: Thursday, 30 September 2021

Time: 3.00 pm

Venue: The George Hudson Board Room - 1st Floor West
Offices (F045)

AGENDA

- 1. Appointment of Chair**
To appoint a member to chair the meeting.
- 2. Declarations of Interest**
Members are asked to declare:
 - Any personal interests not included on the Register of Interests
 - Any prejudicial interests or
 - Any disclosable pecuniary interestswhich they may have in respect of business on this agenda.
- 3. Exclusion of Press and Public**
To consider excluding the public and press from the meeting during consideration of the private report at Agenda Item 4 (Code of Conduct Complaint received in respect of a City of York Councillor), on the grounds that it contains information relating to an individual. This information is classed as exempt under paragraph 1 of Schedule 12A to Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006.

**4. Code of Conduct Complaint received in (Pages 3 - 50)
respect of a City of York Councillor**

To review the draft report of the Investigating Officer as a result of a Code of Conduct complaint made in respect of a City of York Councillor.

Note: the private report referred to in Agenda Item 3 above follows the public report on this item.

5. Urgent Business

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

Democratic Services Officer responsible for this meeting:

Name: Fiona Young

Contact details:

- Telephone – (01904) 551027
- E-mail – fiona.young@york.gov.uk

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

- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

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 (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

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Coronavirus protocols for attending Committee Meetings at West Offices

If you are attending a meeting in West Offices, you must observe the following protocols.

Good ventilation is a key control point, therefore, all windows must remain open within the meeting room.

If you're displaying possible coronavirus symptoms (or anyone in your household is displaying symptoms), you should follow government guidance. You are advised not to attend your meeting at West Offices.

Testing

The Council encourages regular testing of all Officers and Members and also any members of the public in attendance at a Committee Meeting. Any members of the public attending a meeting are advised to take a test within 24 hours of attending a meeting, the result of the test should be negative, in order to attend. Test kits can be obtained by clicking on either link: [Find where to get rapid lateral flow tests - NHS \(test-and-trace.nhs.uk\)](https://www.nhs.uk/conditions/coronavirus/covid-19/testing/rapid-lateral-flow-tests/), or, [Order coronavirus \(COVID-19\) rapid lateral flow tests - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/order-coronavirus-covid-19-rapid-lateral-flow-tests). Alternatively, if you call 119 between the hours of 7am and 11pm, you can order a testing kit over the telephone.

Guidelines for attending Meetings at West Offices

- Please do not arrive more than 10 minutes before the meeting is due to start.
- You may wish to wear a face covering to help protect those also attending.
- You should wear a face covering when entering West Offices.
- Visitors to enter West Offices by the customer entrance and Officers/Councillors to enter using the staff entrance only.
- Ensure your ID / visitors pass is clearly visible at all time.
- Regular handwashing is recommended.
- Use the touchless hand sanitiser units on entry and exit to the building and hand sanitiser within the Meeting room.
- Bring your own drink if required.
- Only use the designated toilets next to the Meeting room.

Developing symptoms whilst in West Offices

If you develop coronavirus symptoms during a Meeting, you should:

- Make your way home immediately
- Avoid the use of public transport where possible
- Follow government guidance in relation to self-isolation.

You should also:

- Advise the Meeting organiser so they can arrange to assess and carry out additional cleaning
- Do not remain in the building any longer than necessary
- Do not visit any other areas of the building before you leave

If you receive a positive test result, or if you develop any symptoms before the meeting is due to take place, **you should not attend the meeting.**

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Joint Standards Assessments Sub-Committee**30 September 2021****Public Report**

Report of the Monitoring Officer

Code of Conduct Complaint received in respect of a City of York Councillor**Summary**

1. To review the draft report of the Investigating Officer as a result of a Code of Conduct complaint made in respect of a City of York Councillor.

Recommendations

2. The options available to the Sub-Committee are as follows:
 - 1) Rule that the draft report is not complete and that further investigation needs to take place. This will mean that the draft report will be returned to the Investigating Officer with a recommendation as to areas for further investigation.
 - 2) Rule that the report is complete and the finding is accepted. This will mean that no further action is taken and the matter is brought to a close. There are no rights of appeal to this decision.
 - 3) Rule that the report is complete but the finding is not accepted. This will mean that the Sub-Committee may recommend that the case be referred for a hearing.

Background

3. On 23 April 2021, the Sub Committee considered a draft report of the Investigating Officer in relation to complaints made about a City of York Councillor. The Sub Committee recommended that further investigation take place, therefore, the report was returned to the Investigating Officer.

Current Position

4. The Investigating Officer has now concluded their further investigation and have found that the Councillor did not breach the Code of Conduct.

Options

5. The Sub-Committee must now consider the following options:
 - a. The report is not complete and further investigation needs to take place;
 - b. The report is complete and the finding is accepted;
 - c. The report is complete but the finding is not accepted.

Implications

Financial

6. Not applicable to this report.

Human Resources (HR)

7. Not applicable to this report.

Equalities

8. The Councillor has been offered the support of an Independent Person as part of this process.

Legal

9. The Monitoring Officer is required to consider all formal complaints received in respect of the Code of Conduct in line with the published Procedure for managing Code of Conduct Complaints.

Crime and Disorder, Information Technology (IT) and Property

10. Not applicable to this report.

Other

11. Not applicable to this report.

Contact Details

Author:

**Rachel Antonelli
Head of Democratic
Governance & Deputy
Monitoring Officer
Legal Services**

Tel No. 01904 551043

Chief Officer Responsible for the report:

**Janie Berry
Director of Governance & Monitoring
Officer**

Report **Date** 16 September 2021
Approved

Wards Affected: All

All

For further information please contact the author of the report

Background Papers:

- City of York Council Code of Conduct and Procedure for Handling of Complaints
- City of York Council Constitution

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

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