

# Standards Committee



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3<sup>rd</sup> October 2022

A meeting of the **Standards Committee** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Tuesday, 11 October 2022 at 2.00 pm.**

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item are requested to arrive at least 15 minutes before the start of the meeting. It will not always be possible to accommodate requests after that time. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel:01263 516047, Email:Matthew.Stembrowicz@north-norfolk.gov.uk.

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so should inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

**Emma Denny**  
**Democratic Services Manager**

**To:** Mr H Blathwayt, Mr J Rest, Mr A Brown, Dr P Bütikofer, Mr N Dixon, Mrs G Perry-Warnes and Miss L Shires

All other Members of the Council for information.  
Members of the Management Team, appropriate Officers, Press and Public



**If you have any special requirements in order  
to attend this meeting, please let us know in advance**

If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

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## A G E N D A

1. **TO RECEIVE APOLOGIES FOR ABSENCE**
2. **PUBLIC QUESTIONS**
3. **MINUTES** 1 - 4

To approve as a correct record, the minutes of the meeting of the Standards Committee held on 12<sup>th</sup> October 2021.
4. **ACTIONS ARISING FROM THE MINUTES**
5. **ITEMS OF URGENT BUSINESS**

To determine any items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B (4) (b) of the Local Government Act 1972.
6. **DECLARATIONS OF INTEREST** 5 - 10

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a pecuniary interest.
7. **PARISH AND DISTRICT MEMBERS' REGISTER OF INTERESTS AND OFFICER REGISTER OF GIFTS AND HOSPITALITY**

Members are reminded that the Parish and District Members' Register of Interests and Officer Register of Gifts and Hospitality are available for inspection in Democratic Services.
8. **EXCERPTS OF THE ANNUAL MONITORING OFFICER'S REPORT 2021-22** 11 - 18

To receive and note the report.

## 9. NOTIFICATION OF REQUEST FOR DISPENSATION

19 - 26

**Summary:** The Constitution provides that any request for a dispensation to participate and/or vote falls to be heard and considered by the Standards Committee, but provides little additional detail. A template form and guidance note is proposed to provide for a clear process which captures the details of the request and provides information on how it will be considered.

**Options considered:**

- (1) Adopt a template form and guidance note, which may be added to the Member section of the NNDC website
- (2) No action – this still allows for consideration of dispensations, but with no procedure or form set out.

**Conclusions:** That there is currently no procedure for Members, other than a requirement to set out their request for a dispensation in writing. To address this, a template form is proposed, which would capture all the information needed by a Standards Committee to determine a request. Such form to be accompanied by a guidance document and added to our website.

**Recommendations:** **That a template dispensation request form, and a guidance document, be adopted.**

**Reasons for Recommendations:** To enable a clear process for the consideration of dispensations

### **LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW**

*(Papers relied on to write the report, which do not contain exempt information and which are not published elsewhere)*

Cabinet Member(s)                      Ward(s) affected - All

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**10. DISPENSATION REQUEST - CLLR V HOLLIDAY**

Members of the Committee are asked to consider the following dispensation request:

Cllr V Holliday requests a dispensation to participate in further debates and decisions relating to second homes and holiday lets in the District.

**11. ANY OTHER BUSINESS (TO INCLUDE AN UPDATE ON RECENT STANDARDS COMPLAINTS) 27 - 28**

1. Members to receive and note the update on recent standards complaints.
2. Verbal update on the recruitment of an Independent Person.

**12. EXCLUSION OF THE PRESS AND PUBLIC**

To pass the following resolution:

“That under Section 100A(4) of the Local Government Act 1972 the press and 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 paragraphs 1 and 3 of Part I of Schedule 12A (as amended) to the Act”.