

# West Suffolk Standards Committee



<b>Title</b>	<b>Agenda</b>		
<b>Date</b>	<b>Monday 15 July 2024</b>		
<b>Time</b>	<b>6.00 pm</b>		
<b>Venue</b>	<b>Conference Room Mildenhall Hub</b> Sheldrick Way, Mildenhall IP28 7LZ		
<b>Full Members</b>	<b>Chair</b>	To be appointed by the West Suffolk Standards Committee on 15 July 2024	
	<b>Vice Chair</b>		
	<b>Conservative Group (3)</b>	John Augustine Margaret Marks	Sara Mildmay-White
	<b>Independents (2)</b>	Roger Dicker	Victor Lukaniuk
	<b>Progressive Alliance Grouping (2)</b>	Liz Smith	Julia Wakelam
<b>Substitutes</b>	<b>Conservative Group (1)</b>	Andrew Smith	
	<b>Independents (1)</b>	Mick Bradshaw	
	<b>Progressive Alliance Grouping (1)</b>	Marilyn Sayer	
<b>Interests – declaration and restriction on participation</b>	Members are reminded of their responsibility to declare any disclosable pecuniary interest, other registerable or non-registerable interest which they have in any item of business on the agenda, <b>no later than when that item is reached</b> and, when appropriate, to leave the meeting prior to discussion and voting on the item.		
<b>Quorum</b>	Three Members		
<b>Committee administrator</b>	<b>Helen Hardinge</b> Democratic Services Officer <b>Telephone</b> 01638 719363 <b>Email</b> <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a>		

# Public Information

<b>Venue:</b>	<b>Conference Room Mildenhall Hub</b> Sheldrick Way, Mildenhall IP28 7LZ	T: 01638 719729 E: <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> W: <a href="http://www.westsuffolk.gov.uk">www.westsuffolk.gov.uk</a>
<b>Access to agenda and reports before the meeting:</b>	Copies of the agenda and reports are open for public inspection at West Suffolk House, Western Way, Bury St Edmunds, IP33 3YU at least five clear days before the meeting. They are also available to view on our website.	
<b>Attendance at meetings:</b>	The Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
<b>Public participation:</b>	<p>Members of the public who live or work in the District are welcome to speak and may ask one question or make a statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.</p> <p>A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.</p> <p>There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.</p>	
<b>Disabled access:</b>	<p>Mildenhall Hub has facilities for people with mobility impairments including wheelchair accessible WCs.</p> <p>Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.</p>	
<b>Recording of meetings:</b>	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>	
<b>Personal Information</b>	<p>Any personal information processed by West Suffolk Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website:</p> <p><a href="https://www.westsuffolk.gov.uk/privacy/howweuseinformation.cfm">https://www.westsuffolk.gov.uk/privacy/howweuseinformation.cfm</a> or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.</p>	

# Agenda

## Part 1 – public

### Procedural matters

**1. Election of Chair 2024/2025**

**2. Election of Vice Chair 2024/2025**

**3. Apologies for absence**

**4. Substitutes**

Any Member who is substituting for another member should so indicate, together with the name of the relevant absent member.

**5. Minutes**

**1 - 8**

To confirm the minutes of the meetings held on 22 April 2024 and 13 May 2024 (copy attached.)

**6. Declarations of interest**

Members are reminded of their responsibility to declare any disclosable pecuniary interest, other registerable or non-registerable interest which they have in any item of business on the agenda, **no later than when that item is reached** and, when appropriate, to leave the meeting prior to discussion and voting on the item.

**7. Public participation**

Members of the public who live or work in the District are welcome to speak and may ask one question or make a statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.

A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.

There is an overall limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.

**8. Exclusion of press and public**

To consider whether the press and public should be excluded during the consideration of the following items because 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 items, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against each item, and in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**Part 2 – exempt**

**9. Report on Complaints against a Councillor (Exempt: Paragraphs 1 & 2) (Report No: STC/WS/24/002)**

**9 - 158**

Report No: **STC/WS/24/004**

# West Suffolk Standards Committee



**Minutes** of a meeting of the **West Suffolk Standards Committee** held on **Monday 22 April 2024 at 6.00 pm** in **Room GFR-14, West Suffolk House**, Western Way, Bury St Edmunds IP33 3YU

Present: **Councillors**

**Chair** Roger Dicker

**Vice Chair** Julia Wakelam

John Augustine

Margaret Marks

Sara Mildmay-White

Victor Lukaniuk

Liz Smith

52. **Apologies for absence**

No apologies for absence were received.

53. **Substitutes**

No substitutions were declared.

54. **Minutes**

The minutes of the meeting held on 22 January 2024 were confirmed as a correct record and signed by the Chair.

55. **Declarations of interest**

There were no declarations of interests made.

56. **Public participation**

There were no members of the public in attendance on this occasion.

57. **Exclusion of press and public**

As the next item on the agenda was exempt, it was proposed, seconded and

**RESOLVED:**

That the press and public be excluded during the consideration of the following items because 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 items, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against the items and, in all

circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

58. **Report on Complaints against a Councillor (Exempt: Paragraphs 1 & 2) (Report No: STC/WS/24/002)**

The Monitoring Officer presented this report which outlined complaints received that an Elected Member had breached the Suffolk Code of Conduct.

In line with process, the matter had been considered by the Independent Person and their response was appended to the report together with final submissions received from the subject member and complainants.

Following discussion and debate, it was

**RESOLVED**

That, in considering all the evidence, the West Suffolk Standards Committee was unanimous in determining that the Councillor had breached the Suffolk Code of Conduct, the relevant Codes being:

As a Councillor:

- 1.2 I treat local authority employees, employees and representatives of partner organisations and those volunteering for the local authority with respect and respect the role they play.
- 2.1 I do not bully any person.
- 2.3 I promote equalities and do not discriminate unlawfully against any person.
- 4.1b. I do not disclose information acquired by me which I believe, or ought reasonably to be ware, is of a confidential nature, unless
  - i. I have received the consent of a person authorised to give it;
  - ii. I am required by law to do so;
  - iii the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or
  - iv. the disclosure is:
    1. reasonable and in the public interest; and
    2. made in good faith and in compliance with the reasonable requirements of the local authority; and
    3. I have consulted the Monitoring Officer prior to its release.
- 5.1 I do not bring my role or local authority into disrepute
- 6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

The Committee considered this a serious breach of the Code of Conduct and imposed the following sanctions upon the Councillor:

- That the Councillor write a letter of apology to the complainants and the data subject, such letter to be approved by the Monitoring Officer;
- That the Committee will report its findings in respect of the Councillor's conduct to an identified meeting and for the Councillor to apologise at that meeting for the breach;
- That the Committee will release a statement about the Councillor's conduct to the media; and
- That a copy of the decision notice is submitted to the Councillor's Group Leader with a recommendation that they are removed from the membership of the identified meetings, for the remainder of the current Administration.

The meeting concluded at 7.20pm

**Signed by:**

**Chair**

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# West Suffolk Standards Committee



**Minutes** of a meeting of the **West Suffolk Standards Committee** held on **Monday 13 May 2024 at 6.00 pm** in **Room GFR-13, West Suffolk House**, Western Way, Bury St Edmunds IP33 3YU

Present: **Councillors**

**Chair** Roger Dicker

**Vice Chair** Julia Wakelam

John Augustine

Mick Bradshaw

Margaret Marks

Sara Mildmay-White

Liz Smith

59. **Apologies for absence**

Apologies for absence were received from Councillor Victor Lukaniuk.

60. **Substitutes**

The following substitution was declared:

Councillor Mick Bradshaw substituting for Councillor Victor Lukaniuk

61. **Declarations of interest**

There were no declarations of interests made.

62. **Public participation**

There were no members of the public in attendance on this occasion.

63. **Exclusion of press and public**

As the next item on the agenda was exempt, it was proposed, seconded and

**RESOLVED:**

That the press and public be excluded during the consideration of the following items because 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 items, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against the items and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

64. **Report on Complaints against a Councillor (Exempt: Paragraphs 1 & 2) (Report No: STC/WS/23/003)**

The Monitoring Officer presented this report which outlined complaints received that an Elected Member had breached the Suffolk Code of Conduct.

In line with process, the matter had been considered by the Independent Person and their response was appended to the report together with final submissions received from the subject member and complainants.

Following discussion and debate, it was

**RESOLVED**

That, in considering all the evidence, the West Suffolk Standards Committee was unanimous in determining that the Councillor had breached the Suffolk Code of Conduct, the relevant Codes being:

As a Councillor:

- 1.1 I treat other Councillors and members of the public with respect.
- 2.1 I do not bully any person.
- 2.2 I do not harass any person.
- 4.1b. I do not disclose information acquired by me which I believe, or ought reasonably to be ware, is of a confidential nature, unless
  - i. I have received the consent of a person authorised to give it;
  - ii. I am required by law to do so;
  - iii the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or
  - iv. the disclosure is:
    1. reasonable and in the public interest; and
    2. made in good faith and in compliance with the reasonable requirements of the local authority; and
    3. I have consulted the Monitoring Officer prior to its release.
- 5.1 I do not bring my role or local authority into disrepute.
- 6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

In considering the nature of the breaches of the Code of Conduct the Committee was satisfied that the following sanctions were reasonable, proportionate and relevant to the Councillor's behaviour:

- That the Councillor write a letter of apology to the complainants, such letter to be approved by the Chair of the West Suffolk Standards Committee;

- That the Committee will report its findings in respect of the Councillor's conduct to an identified meeting and for the Councillor to apologise at that meeting for the breach;
- That the Committee will release a statement about the Councillor's conduct to the media; and
- That a copy of the decision notice is submitted to the Councillor's Political Group Chair and Deputy Group Leader with recommendations that the Councillor is removed from the membership of the identified meeting for the remainder of the current Administration and removed from their current position within the Political Group.

The meeting concluded at 8.00 pm

**Signed by:**

**Chair**

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