



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

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DATE: 5 September 2022

To: Members of the  
**STANDARDS COMMITTEE**

Councillor Nicholas Bennett MA J.P., Councillor David Cartwright QFSM, Jonathan Farrell, Councillor Andrew Lee, Councillor Tony McPartlan, Kath Nicholson, Councillor Mark Smith, Councillor Melanie Stevens, Councillor Michael Tickner, Councillor Pauline Tunnicliffe and Councillor Sam Webber

A meeting of the Standards Committee will be held at Bromley Civic Centre on  
**TUESDAY 13 SEPTEMBER 2022 AT 7.00 PM**

**PLEASE NOTE:** This meeting will be held in the Council Chamber at the Civic Centre, Stockwell Close, Bromley, BR1 3UH. Members of the public can attend the meeting: you can ask questions submitted in advance (see item x on the agenda) or just observe the meeting. There will be limited space for members of the public to attend the meeting – if you wish to attend please contact us, before the day of the meeting if possible, using our web-form:

<https://www.bromley.gov.uk/CouncilMeetingNoticeOfAttendanceForm>

TASNIM SHAWKAT  
Director of Corporate Services & Governance

## **A G E N D A**

- 1 APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN FOR 2022/23**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF INTEREST**
- 4 QUESTIONS**

In accordance with the Council's Constitution, questions that are not specific to reports on the agenda must have been received in writing 10 working days before the date of the meeting – by 5pm on Tuesday 30<sup>th</sup> August 2022.

Questions specifically on reports on the agenda should be received within two working days of the normal publication date of the agenda. Please ensure that questions specifically on reports on the agenda are received by the Democratic Services Team by 5pm on Wednesday 7<sup>th</sup> September 2022.

**5 MINUTES OF THE MEETING HELD ON 8 MARCH 2022 (Pages 1 - 4)**

**6 MONITORING OFFICER'S GENERAL REPORT (Pages 5 - 16)**

## STANDARDS COMMITTEE

Minutes of the meeting held at 7.00 pm on 8 March 2022

### Present:

Councillor Nicholas Bennett MA J.P. (Chairman)  
Councillor Vanessa Allen (Vice-Chairman)  
Dr Simon Davey, Jonathan Farrell, Kath Nicholson,  
Councillor Melanie Stevens and Councillor Michael Tickner

### 17 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Stephen Wells.

The Chairman reported that Mr Ken Palmer had tendered his resignation as Independent Person. The Committee thanked Mr Palmer for his service and contribution over the past two years.

### 18 DECLARATIONS OF INTEREST

There were no additional declarations of interest.

### 19 QUESTIONS

No questions had been received.

### 20 MINUTES OF THE MEETING HELD ON 10 JANUARY 2022

The minutes of the meeting held on 10 January 2022, were agreed and signed as a correct record, subject to the inclusion of apologies for absence from Councillor Tickner and the correction of a typing error.

### 21 MONITORING OFFICER'S GENERAL REPORT Report CSD22022

The report updated the Committee on a number of standards issues.

#### Independent Person

Following the resignation of Mr Ken Palmer, the Committee agreed that there should be a further recruitment process for an additional Independent Person. It was agreed that the recruitment process should commence after the May Local Elections and Member Induction process.

It was further agreed that Dr Davey's term of office would be extended to 31 July 2022 and the recruitment process would be further reviewed at the next meeting of the Standards Committee.

### Mandatory Training for Licensing Hearings

Following the decision of Full Council to introduce mandatory training for Members sitting on Planning Committees, the Chairman suggested that similar mandatory training should be introduced for Members sitting on Licensing Hearings which fulfilled a similar quasi-judicial role. The Committee agreed that training for the whole General Purposes and Licensing Committee should be provided by Licensing Officers at the first meeting of that Committee.

The Standards Committee noted that elected Members would not be able to sit on Planning Committees and Licensing Hearings unless they had undertaken training (within the first three months of the election).

### Election 2022: Induction for Members

The Committee noted that all Members would receive Code of Conduct Training on the 9<sup>th</sup> or 10<sup>th</sup> of May 2022 as part of the Chief Executive's induction session following the election. The Monitoring Officer provided assurances that at the first induction session there would be a key focus on the Code of Conduct and the requirements placed on Members.

A Member also suggested that in the event that a complaint (which was subsequently upheld) was made against a Member who had not attended training, one of the sanctions imposed should be mandatory attendance at training.

The Committee also agreed that Members should be required to sign into induction and training sessions. Where Members attended virtually, Officers should keep formal records of attendance.

The Standards Committee also recognised the role of the political groups in highlighting the importance of attendance at training.

Noting that Licensing training could be provided at the first meeting of General Purposes and Licensing, the Committee suggested that the Induction Session on 11<sup>th</sup>/12<sup>th</sup> May should focus solely on Planning, with further sessions held later in the year as necessary.

### Consideration of Appeals Process for Members subject to complaints

The Monitoring Officer set out the Standards Complaints Procedure, explaining that there were a number of steps in the process prior to a formal hearing with a number of 'checks and balances' within the process through the involvement of the Independent Persons. The Monitoring Officer highlighted that the Localism Act moved to a more streamlined position and introduced more limited sanctions. As , in the view of the Monitoring Officer, the hearing should be the final position, although this could be kept under review.

The Committee requested that the position regarding a process for appeal and the options available be further investigated as some of the sanctions faced by Members could result in damage to public reputation.

#### Social Media Guidance for Councillors

Noting that the Code of Conduct was engaged only when councillors were acting in their official capacity and did not extend to their private lives, the Committee considered the possible consequences of elected members highlighting their role as Councillor on their private social media accounts. It was noted that this was something that could be reinforced during the induction process with training covering issues of perception.

A Member also suggested that the Social Media Guidance should include contact details for the Council's Public Affairs Team in the event Members required further advice.

#### **RESOLVED: That**

- 1. The recruitment process for an additional Independent Person be considered at the next meeting of the Standards Committee on 5<sup>th</sup> July 2022.**
- 2. Mandatory Training for Members sitting on Licensing Hearings be provided at the first meeting of the General Purposes and Licensing Committee in May 2022.**
- 3. Members be required to sign into induction training and where Members may attend induction training virtually Officers keep a formal record of attendance.**
- 4. The options available for an appeal process be further investigated and reported to the next meeting.**

#### **CHAIRMAN'S CONCLUDING REMARKS**

Noting that it was the last meeting of the Committee before the election, the Chairman thanked Members and Co-opted Members for their contribution.

The Meeting ended at 7.51 pm

Chairman

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# Agenda Item 6

Report No.  
CSD22093

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** STANDARDS COMMITTEE

**Date:** 13 September 2022

**Decision Type:** Non-Urgent                      Non-Executive                      Non-Key

**Title:** MONITORING OFFICER'S GENERAL REPORT

**Contact Officer:** Philippa Gibbs, Deputy Democratic Services Manager  
Tel: 0208461 7638    E-mail: Philippa.Gibbs@bromley.gov.uk

**Chief Officer:** Tasnim Shawkat, Director of Corporate Services and Governance

**Ward:** All

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1. Reason for decision/report and options
    - 1.1 To update the Committee on a number of issues.
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## 2. RECOMMENDATION

That the Committee notes and comments on the Monitoring Officer's report.

## Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
- 

## Transformation Policy

1. Policy Status: Existing Policy:
  2. Making Bromley Even Better Priority (delete as appropriate):  
(5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
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## Financial

1. Cost of proposal: No Cost:
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £376k
  5. Source of funding: Revenue Budget
- 

## Personnel

1. Number of staff (current and additional): 6fte (although Standards Complaints are filtered by either the Democratic Services Manager or Deputy Democratic Services Manager in consultation with the Monitoring Officer)
  2. If from existing staff resources, number of staff hours: The number of staff hours requires fluctuates depending on the volume of complaints received at any given time.
- 

## Legal

1. Legal Requirement: Statutory Requirement:
  2. Call-in: Not Applicable:
- 

## Procurement

1. Summary of Procurement Implications: Not Applicable
- 

## Property

1. Summary of Property Implications: Not Applicable
- 

## Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Not Applicable
- 

## Customer Impact

1. Estimated number of users or customers (current and projected):
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

### **3. COMMENTARY**

#### **Changes to the Constitution**

- 3.1 At the full Council meeting on 25<sup>th</sup> July 2022 the Council, on the recommendation of the General Purposes and Licensing Committee, approved two changes to Article 9 of the Constitution affecting this Committee. The changes were to increase the size of the Committee to enable representation from all Groups (following the increase in Groups from three to five) and to allow members of the Executive to sit on the Committee (subject to them not being in a majority.) The new text of Article 9 is attached as Appendix A for Members' information.

#### **Independent Persons**

- 3.2 The Council now has two Independent Persons, Jonathan Farrell and Kath Nicholson, Dr Simon Davey having stood down on 31st July 2022 after many years' service. At its last meeting on 8<sup>th</sup> March 2022 the Committee proposed that a third Independent Person should be appointed and that the recruitment process should be reviewed and agreed at this meeting. The proposal is to follow the same process as that followed in 2021 when the current Independent Persons were appointed, with advertising across the Council's social media platforms.

#### **Election and Induction of new Councillors**

- 3.3 The local elections took place on 5<sup>th</sup> May 2022, resulting in the election of 58 councillors covering 22 new wards. 34 Councillors were re-elected, with 24 new councillors (although one of these had served previously.) As part of their acceptance of office, all Councillors were required to agree to abide by the Council's Code of Conduct.
- 3.4 A programme of 11 induction sessions were provided through May and into June, which all councillors were encouraged to attend. Attendance of individual members was recorded for all sessions. The first session was a welcome and overview from the Chief Executive aimed at new councillors, while the second session focussed on decision-making, the Constitution and the Code of Conduct. This session was well-attended, with 48 councillors present (23 new councillors and 25 returning councillors). This includes 6 councillors who joined online using the Council's new hybrid facilities. Overall feedback from the Induction programme was positive, with all sessions being well-received.

#### **Mandatory Planning and Licensing Training**

- 3.5 Councillors serving on Planning and Licensing Committees are now required to undertake mandatory training within three months of election. One of the priority Induction sessions (on 17<sup>th</sup> May 2022) was designed to address this, covering the work of both sub-committees. 22 new councillors and 19 returning councillors attended this session. Four members sitting on planning committees did not attend; these are being followed up individually and have been offered one-to-one sessions with the Assistant Director, Planning and Building Control, or the Council's senior planning lawyer. All members who sit on Licensing Sub-Committee have attended at least one of the two sessions.

#### **Appeals Process for Members Subject to Complaints**

- 3.6 At its meeting on 8<sup>th</sup> March 2022 the Monitoring Officer described the process for responding to complaints against Members, emphasising the more streamlined position since the Localism Act 2011 and the limited range of sanctions available where breaches of the Code of Conduct are established. The Committee, bearing in mind that that the imposition of sanctions against a member could potentially result in damage to their public reputation, requested that the options for an appeal process be considered.

3.7 Westminster City Council and the London Borough of Lewisham both have a formal appeal mechanism. Both processes allow that, after a Standards Committee has met and decided that a Councillor is guilty of a substantial breach of their Code of Conduct, the member concerned has a set time frame from the date of the meeting to submit an appeal to the Monitoring Officer, specifying the grounds of the appeal. The Monitoring Officer then has to consult the Independent Person before reporting again to the Standards Committee. On the second occasion, the Standards Committee must comprise different members to the first meeting. There is no right of appeal for the complainant.

## **Dispensations**

3.8 The Council has delegated to the Monitoring Officer, in consultation with members of the Urgency Committee, the authority to grant dispensations to Councillors to attend and speak at meetings of the authority in circumstances where, under the Code of Conduct, they have a disclosable pecuniary interest (Scheme of Delegation to Officer, Part 2A, 3 (xxv)). Where these dispensations have been sought, they are typically about town planning issues, where the Code of Conduct means that councillors have less opportunity to assert their interests than other residents, or about employment, where technically there is a disclosable pecuniary interest, but in practice that interest is not significant.

3.9 There have been no dispensations granted since the Committee's last meeting.

## **Gifts and Hospitality Register**

3.10 Under the Code of Conduct, Councillors are required to declare gifts and hospitality received due to their role as Councillors over the value of £25. These are published on the Council website, with a link from each Member's page. A schedule of the gifts and hospitality declarations made since the Committee's last meeting, is attached as [Appendix B](#).

## **Work Programme/Matters Outstanding**

3.11 Full Council at its meeting on 8<sup>th</sup> April 2019 decided that all Council Committees and Sub-Committees should include provision at scheduled meetings to consider matters outstanding from previous meetings. These matters will often form part of the future work programme. A summary of matters outstanding from previous meetings is attached at [Appendix C](#).

3.12 The Council's 2022/23 programme of meetings includes three scheduled meetings of this Committee. The Committee's next meetings are scheduled to take place on 1<sup>st</sup> November 2022 and 21 February 2023.

## **Complaints Summary**

3.13 An anonymised summary of complaints against Councillors, received since the Committee's last meeting, is included at [Appendix D](#).

3.14 There are no formal standards investigations at present.

## **Appendices**

(A) Constitution – Article 9

(B) Gifts and Hospitality Register

(C) Matters Outstanding

(D) Complaints Summary

<b>Non-Applicable Headings:</b>	Impact on vulnerable adults and children/Policy/Finance/Personnel/Legal/Procurement/Property/Ward Councillors
Background Documents: (Access via Contact Officer)	None

## **CONSTITUTION OF THE LONDON BOROUGH OF BROMLEY**

### **Article 9 – The Standards Committee**

#### **9.1 Standards Committee**

The Council will establish a Standards Committee

#### **9.2 Composition**

- (a) The Standards Committee will have a membership comprising one member from each minority group and sufficient members of the majority group to maintain a majority.
- (b) Members of the Executive may sit on the Standards Committee, subject to not being in a majority.
- (c) The Chairman will be appointed from, and by, members of the Standards Committee and will hold office for one year.
- (d) Independent persons appointed under the Localism Act 2011 shall be entitled to attend and speak at all meetings of the Standards Committee.

#### **9.3 Role and Function**

The Standards Committee will have the following roles and functions:

- (a) Promoting and maintaining high standards of conduct by Councillors, co-opted members and Church and Parent Governor representatives.
- (b) Assisting the Councillors, co-opted members and Church and Parent Governor representatives to observe the requirements on declaring pecuniary interests within the Members Code of Conduct and associated local protocols.
- (c) Advising the Council on the adoption or revision of the Members' Code of Conduct and associated local protocols.
- (d) Monitoring and reviewing the operation of the Members Code of Conduct and associated local protocols.
- (e) Developing for recommendation to the Council, local protocols to supplement the members Code of Conduct.
- (f) Enforcing local protocols and applying sanctions in respect of breaches of the members' Code of Conduct as appropriate.

- (g) Advising, training or arranging to train Councillors, co-opted members and Church and Parent Governor representatives on matters relating to the declaration of pecuniary interests, Members' Code of Conduct and associated local protocols.
- (h) Hearing cases against Councillors in consultation with the Independent Person.
- (i) To keep under review, amend and make additional provisions to the Protocol on Member/Officer relations.
- (j) To monitor the Officers' Code of Conduct to ensure consistent application and enforcement Council-wide.
- (k) General overview of probity matters arising from Ombudsman reports, Monitoring Officer reports, Audit and Risk Management Committee reports and ethical indicators.

**Gifts and Hospitality Declarations (March to August 2022)**

<b>Councillor</b>	<b>Date</b>	<b>Provider</b>	<b>Gift or hospitality</b>
<b>Mark Brock</b>	22/5/22	Biggin Hill Airport Limited	Ticket for the FA Trophy Final at Wembley from Biggin Hill Airport Ltd, including access to the Bobby Moore Room
<b>Mark Brock</b>	26/5/22	Biggin Hill Airport limited	Ticket for the Chelsea Flower Show to view a show garden by the RAF Benevolent Fund – which will be moved to a permanent home at Biggin Hill Airport
<b>Sophie Dunbar</b>	May 2022	Biggin Hill Airport Limited	Two tickets for the Chelsea Flower Show
<b>Simon Fawthrop</b>	5/7/22	Biggin Hill Airport Limited	Light refreshments provided during visit – probably under £25
<b>Hannah Gray</b>	20/5/22	Newton Wood	Gift of Organic Epsom Salt Crystals and Bath & Body Oils
<b>Mike Jack</b>	18/6/22	Chislehurst Rocks	VIP Guest
<b>Kate Lymer</b>	22/5/22	Biggin Hill Airport Limited	Two adult and 2 children's tickets for the FA Trophy Final at Wembley, including access to the Bobby Moore Room
<b>Kate Lymer</b>	26/5/22	Biggin Hill Airport Limited	Tickets for the Chelsea Flower Show to view a show garden by the RAF benevolent Fund, which will be moved to a permanent site at Biggin Hill airport
<b>Kate Lymer</b>	30/5/22	Mayor of London	Dinner at the Mansion House for Mayors and Leaders across London.
<b>Ruth McGregor</b>	6/8/22	Friends of Crystal Palace Park	Two tickets to South Facing
<b>Chloe-Jane Ross</b>	7/8/22	Kent County Cricket Club, Beckenham	Three cricket match tickets and lunches.
<b>Shaun Slator</b>	2/8/22	Biggin Hill Airport Limited	Hospitality and gift bag received from Biggin Hill Airport during a visit to the Airport
<b>Mark Smith</b>	18/6/22	Chislehurst Rocks	VIP Guest
<b>Alison Stammers</b>	May 2022	A neighbour	Bouquet of flowers following election to the Council
<b>Alison Stammers</b>	18/6/22	Chislehurst Rocks	VIP Guest
<b>Melanie Stevens</b>	May 2022	Biggin Hill Airport	Two tickets to Chelsea Flower Show
<b>Michael Tickner</b>	15/5/22	Chairman of Kent County Cricket Club	Cricket match and hospitality
<b>Michael Tickner</b>	7/8/22	Kent County Cricket Club	Cricket match and lunch

**Work Programme and Matters Outstanding from Previous Meetings**Matters Outstanding from Previous Meetings:

<b>Minute No.</b>	<b>Issue</b>	<b>Update</b>
21	Independent Persons	Dr Simon Davey's term of office as Independent person was extended to 31 <sup>st</sup> July 2022. It was recommended that the recruitment process for a third Independent Person be considered at the current meeting.
21	2022 Induction/ Mandatory Training	See commentary above
21	Appeals Process for Members found to be in breach of the Code of Conduct	See commentary above
21	Social Media Guidance for Councillors	A Guidance note was circulated to all members as part of their Induction pack.

Work Programme:

The proposed dates for the 2022/23 municipal year are:

13<sup>th</sup> September 2022 (deferred from 5<sup>th</sup> July 2022)

1<sup>st</sup> November 2022

21<sup>st</sup> February 2023

### Standards Complaints against Councillors

Complainant	Councillor	Date of complaint	Issue	Independent Person	Date of Reply	Summary of Response	Follow Up
<b>2021/22</b>							
Complainant A	Subject Member A	15/3/22	Tone of an email which was alleged to possibly be bullying in nature	Jonathan Farrell	29/3/22	The complainant was copied into a series of emails which they considered 'unpleasant'. The Councillor did not instigate the emails and was not initially responsible for copying in the third parties – this was done by the originator of the emails who did not themselves make a complaint. The seriousness or lack thereof of this case hinge on the fact that the originator of the email did not make a complaint alleging any form of bullying or harassment.	

Complainant B	Subject Members B&C	21/3/22	Substitutions at Planning Committee	Dr Simon Davey	8/5/22	Due to the timing of the meeting, there was no breach of the Code of Conduct as Council had not approved the Planning Protocol at the time of the Planning Sub-Committee.	
Complainant C	Subject Member C	28/4/22	Concern that Cllr may be acquainted with developer and failed to declare this	Kath Nicholson	29/7/22	No evidence of personal relationship between the Councillor and the applicant.	
Complainant D	Subject Member D	28/7/22	Improper use of Council resources - press release on ULEZ was party political.	Jonathan Farrell	10/8/22	The press release reported the Council's policy position, did not mention any party and was not party political.	
Complainant E	Subject Member E	13/6/22	Allegation of use of personal position to assist a friend (regarding the placing of sports equipment at a Recreation Ground.)	Kath Nicholson	16/8/22	No evidence of personal relationship found - the Councillor was simply pursuing a ward issue.	

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