



Tyne and Wear Integrated Transport Authority - Standards Committee

**Meeting to be held: Committee Room, Civic Centre, Newcastle upon Tyne, NE99 2 BN
on Friday 22 February 2013 following the conclusion of the ITA Audit Committee**

Membership:

Independent Chair: Mr Scrimshaw

Independent members: Mr Atkinson, Mr Clark and Ms Green

Councillors: Curran, Lawson, Maughan, O'Shea and Smith

Contact Officer: Victoria Miller (0191) 211 5118 victoria.miller@newcastle.gov.uk

ITA papers are available on the ITA website at www.twita.gov.uk

AGENDA

Page

- 1. Apologies for absence**
- 2. Declarations of interest of members and officers in any matter to be discussed at the meeting**

Please remember to declare any personal interest where appropriate both verbally and by recording it on the relevant form (to be handed to the Democratic Services Officer). Please also remember to leave the meeting where any personal interest requires this.

- 3. Minutes of the previous minutes** **1 - 2**
- 4. Draft Annual Report of Standards Committee** **3 - 6**
- 5. Work Programme** **7 - 8**
- 6. Date and time of next meeting**

Members are invited to approve the following dates of future meetings, subject to their approval by the Authority at its annual meeting:

Friday, 19 July 2013

Wednesday, 18 September 2013

Friday, 21 February 2014

all following the conclusion of the ITA Audit Committee.

This page is intentionally left blank



Tyne and Wear Integrated Transport Authority - Standards Committee

14 September 2012
(3.50 - 4.10 pm)

Present:

Independent Member: Mr Scrimshaw (Chair)
Independent Members: Mr Clark
Councillors: Curran, Lawson and O'Shea

In attendance:

Newcastle City Council:

J Softly - Legal Advisor and Monitoring Officer
I Poll - Head of Democratic Services
L Scott - Democratic Services
V Miller - Democratic Services

12. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Maughan and Independent Members Mr Atkinson and Ms Green.

13. **DECLARATIONS OF INTEREST OF MEMBERS AND OFFICERS IN ANY MATTER TO BE DISCUSSED AT THE MEETING**

There were no declarations of interest.

14. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 20 July 2012 were approved as a correct record and signed by the Chair.

Matters Arising

(i) Legal Advisor and Monitoring Officer to the Authority

(Minute 9 refers)

The Chair was pleased to welcome J Softly as the new Legal Advisor and Monitoring Officer for the Authority.

(ii) New Standards Regime – Update

(Minute 7 refers)

It was confirmed that progress would be made to clarify the wording of the Registration of Disclosable Pecuniary Interests Form in relation to spouses.

15. NEW STANDARDS REGIME - UPDATE

Submitted: A report of the Legal Advisor and Monitoring Officer (previously circulated and copy attached to Official Minutes).

J Softly presented the report which provided an update on the new standards regime which had taken effect from 1 July 2012. The report also asked members to consider and approve the written arrangements for dealing with standards complaints as in Appendix C.

As an update, it was noted that Mr George John Clark had been appointed as the Independent Person of the Authority for a period of two years.

The Chair recommended that in situations whether complaints had been received but were dismissed on decision by the Monitoring Officer, a brief report, albeit without details, should be provided to the Committee to inform members that complaints had been received.

In response to a member's question about who was responsible for reporting offences relating to the Disclosable Pecuniary Interest to the Police, it was confirmed that the Monitoring Officer held such responsibility. It was also the Monitoring Officer's responsibility to decide on the seriousness of the offence and appropriate actions to be taken.

In relation to the actions which the Standards Committee could take if a member had failed to comply with the Code of Conduct, the Chair welcomed the range of measures available and commented that the new system should work well. He also commented that the publishing of the Committee's findings in respect of the member's conduct would be the greatest penalty due to its potential impact on the elected member's reputation. J Softly commented that the new system was more flexible and involved a greater degree of discretion.

RESOLVED – That:

- (i) the report be noted; and
- (ii) the written arrangements attached at Appendix C be approved.

16. WORK PROGRAMME

Submitted: The Committee's Work Programme as at 14 September 2012 (previously circulated and copy attached to Official Minutes).

RESOLVED – That the Work Programme as at 14 September 2012 be noted.

17. DATE AND TIME OF NEXT MEETING

Friday, 22 February 2013, following the conclusion of the ITA Audit Committee.



REPORT FOR DECISION

DATE: 22 February 2013

SUBJECT: Draft Annual Report of Standards Committee

REPORT OF: Legal Adviser and Monitoring Officer to the Authority

PURPOSE OF REPORT

To ask Members to consider and endorse the attached proposed text to be inserted in the Authority's Annual Report and Accounts in due course.

RECOMMENDATIONS

The Committee is recommended to consider and endorse the attached proposed text to be inserted in the Authority's Annual Report and Accounts in due course.

BACKGROUND DOCUMENTS

None

CONTACT OFFICERS

<i>name</i>	<i>email</i>	<i>phone</i>
<i>Helen P Wilson</i>	<i>helen.p.wilson@newcastle.gov.uk</i>	<i>(0191) 211 5110</i>

IMPACT ON OBJECTIVES

To support economic development and regeneration	Neutral
To address climate change	Neutral
To support safe and sustainable communities	Neutral

1	Executive Summary
	Attached to this report is a proposed section to be included in the Authority's Annual Report and Accounts in due course. This summarises the work carried out by the Committee over the last year. The Committee is asked to consider and endorse the attached text.
2	Introduction and Background
	<p>The Authority's Annual Report and Accounts includes a section on the work of the Committee over the last year.</p> <p>Due to the Committee's cycle of meetings, it is necessary to bring the Committee's annual report for its consideration at this meeting. However, after February, if necessary and in consultation with members, further amendments could be made to the text before its submission to the Authority.</p>
4	Next Steps
	The text, once approved by the Committee, will be included in the Authority's Annual report and Accounts, in due course.
5	Potential impact on objectives
	Neutral

DRAFT WORDING RE ITA STANDARDS COMMITTEE

(TO BE INSERTED IN THE ITA'S ANNUAL REPORT & ACCOUNTS)

As reported in last year's review, the Localism Act 2011 required fundamental changes to the Authority's Standards regime.

At the Authority's Annual Meeting in May 2012, it agreed that the existing Standards and Audit committee would be replaced with two separate committees: a Standards Committee and an Audit Committee. Both committees comprise the same five elected members of the Authority, appointed on a politically balanced basis, and four independent members.

In May 2012, the Authority also agreed some of the essential elements of the new standards regime to operate from 1 July 2012. However, it deferred adopting a final version of a new Code of Conduct, pending Government regulations. After publication of those regulations, the Standards Committee considered and was then able to recommend adoption of a new Members' Code of Conduct. The Code was subsequently adopted by the Authority on 26 July 2012.

The Standards Committee has also considered and approved the Authority's written arrangements for dealing with standards complaints. Those Arrangements can be found on the Authority's website.

This page is intentionally left blank

**Tyne and Wear Integrated Transport Authority
Standards Committee
Work Programme**

		2012/13			2013/14			
	Terms of Reference item	Details	Meeting 1 20 Jul	Meeting 2 14 Sept	Meeting 3 22 Feb	Meeting 1 19 Jul	Meeting 2 18 Sept	Meeting 3 21 Feb
1	1-8	Consider and determine allegations of members' misconduct (if any)			Scheduled	Scheduled	Scheduled	Scheduled
2	1-8	Consider any general conduct issues arising	✓	✓	Scheduled	Scheduled	Scheduled	Scheduled
3	1-8	Annual Review of the Terms of Reference			Scheduled			Scheduled
4	1-8	Agree Annual Report to the Authority			Scheduled			Scheduled

✓ = Done

This page is intentionally left blank