

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 23 September 2020



Hinckley & Bosworth
Borough Council

**To: Members of the Ethical Governance and
Personnel Committee**

Cllr R Webber-Jones (Chairman)	Cllr A Furlong
Cllr MB Cartwright (Vice-Chairman)	Cllr L Hodgkins
Cllr RG Allen	Cllr E Hollick
Cllr DC Bill MBE	Cllr LJP O'Shea
Cllr MA Cook	

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE** as a virtual meeting via Zoom on **THURSDAY, 1 OCTOBER 2020** at **6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen
Democratic Services Manager

ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE - 1 OCTOBER 2020

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS
2. MINUTES OF PREVIOUS MEETING (Pages 1 - 4)
To confirm the minutes of the previous meeting.
3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES
To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.
4. DECLARATIONS OF INTEREST
To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**
5. QUESTIONS
To hear any questions received in accordance with Council Procedure Rule 12.
6. STATUTORY SAFETY COMMITTEE MINUTES (Pages 5 - 8)
Minutes of the meeting held on 2 September 2020.
7. HEALTH & SAFETY MANAGEMENT SYSTEM AND POLICY (Pages 9 - 30)
To receive the revised Health, Safety and Welfare Management System and Policy.
8. CORPORATE COMPLAINTS 2019-20 (Pages 31 - 44)
To inform members of complaints received under the formal complaints process during 2019-20.
9. COMPLAINTS UPDATE
To update members on outstanding code of conduct complaints.
10. DATES OF FUTURE MEETINGS
Dates of future meetings are recommended for approval as follows:

25 November 2020
20 January 2021
17 March 2021
12 May 2021
7 July 2021
1 September 2021
27 October 2021.
11. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY
As outlined at item 3.

12. MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED

To consider the passing of a resolution under Section 100A(4) of the Local Government Act 1972 excluding the public from the undermentioned item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2 and 10 of Schedule 12A of the 1972 Act.

13. COMPLAINT 2020-09 (Pages 45 - 50)

Fact finding report attached.

14. OVERVIEW OF COMPLAINT 2018/14 (Pages 51 - 68)

In response to a request at a previous meeting, to consider the process followed in dealing with a previous complaint.