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**Hinckley & Bosworth
Borough Council**

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

Date: 27 May 2022

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

Cllr R Webber-Jones (Chairman)
Cllr SL Bray (Vice-Chairman)
Cllr RG Allen
Cllr DC Bill MBE
Cllr MB Cartwright

Cllr MA Cook
Cllr A Furlong
Cllr L Hodgkins
Cllr LJP O'Shea

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** in the De Montfort Suite, Hinckley Hub on **WEDNESDAY, 8 JUNE 2022** 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

Fire Evacuation Procedures

- On hearing the fire alarm, leave the building **at once** quickly and calmly by the nearest escape route (indicated by green signs).
- *There are two escape routes from the Council Chamber – at the side and rear. Leave via the door closest to you.*
- Proceed to **Willowbank Road car park**, accessed from Rugby Road then Willowbank Road.
- **Do not** use the lifts.
- **Do not** stop to collect belongings.

Recording of meetings

At HBBC we are open and transparent about how we make decisions. We allow recording, filming and photography at all public meetings including Council, the Executive and Planning Committee as long as doing so does not disturb or disrupt the proceedings. There may occasionally be some reports that are discussed in private session where legislation requires this to happen, but this is infrequent.

We also allow the use of social media during meetings, which helps to bring the issues discussed to a wider audience.

Members of the public, members of the press and councillors are hereby informed that, in attending the meeting, you may be captured on film. If you have a particular problem with this, please contact us so we can discuss how we may accommodate you at the meeting.

Use of mobile phones

To minimise disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

Thank you

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES OF PREVIOUS MEETING (Pages 1 - 2)

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. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

7. 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.

8. STATUTORY SAFETY COMMITTEE MINUTES (Pages 3 - 8)

Minutes of the meeting held on 22 February 2022.

9. COMPLAINTS UPDATE

10. COMPLAINTS 2022/03 & 04 (Pages 9 - 20)

Initial complaints attached.

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE

6 APRIL 2022 AT 6.30 PM

PRESENT: Cllr R Webber-Jones - Chairman

Cllr DC Bill MBE, Cllr MB Cartwright, Cllr MA Cook, Cllr L Hodgkins,
Cllr RB Roberts (for Cllr RB Roberts) and Cllr P Williams (for Cllr SL Bray)

Officers in attendance: Julie Kenny and Rebecca Owen

379. Apologies and substitutions

Apologies for absence were submitted on behalf of Councillors R Allen, Bray, Furlong and O'Shea with the following substitutions authorised in accordance with council procedure rule 10:

Councillor Roberts for Councillor O'Shea
Councillor P Williams for Councillor Bray.

380. Minutes of previous meeting

It was moved by Councillor Cartwright, seconded by Councillor Bill and

RESOLVED – the minutes of the meeting held on 2 February be approved and signed by the chairman.

381. Declarations of interest

No interests were declared.

382. Complaints update

Members were informed that a report would be prepared on complaints during 2021/22 as it had been a year since the new process was implemented.

383. Matters from which the public may be excluded

On the motion of Councillor Cartwright seconded by Councillor Cook, it was

RESOLVED – in accordance with section 100A(4) of the Local Government Act 1972, the public be excluded from the following item of business on the grounds that it involves the disclosure of exempt information as defined in paragraphs 1, 2 and 10 of Part I of Schedule 12A of that Act.

384. Complaint 2021/26

The committee gave consideration to complaint 2021/26 which was a complaint against a parish councillor. It was noted that due to the background to the matter,

resolution by way of apology had not been possible. It was moved by Councillor Cartwright, seconded by Councillor Roberts and

RESOLVED – the complaint be referred for investigation.

(The Meeting closed at 6.49 pm)

CHAIRMAN

By virtue of paragraph(s) 1, 10 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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