

# Public Document Pack



Hinckley & Bosworth  
Borough Council

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

**Date: 25 July 2023**

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

Cllr A Pendlebury (Chair)  
Cllr E Hollick (Vice-Chair)  
Cllr CM Allen  
Cllr MB Cartwright  
Cllr MA Cook

Cllr MJ Crooks  
Cllr WJ Crooks  
Cllr KWP Lynch  
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, 2 AUGUST 2023** 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

## ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE - 2 AUGUST 2023

### 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 of Schedule 12A of the 1972 Act as noted under each item.

8. **STATUTORY SAFETY COMMITTEE MINUTES (Pages 3 - 28)**

Minutes of the last meetings are attached for information.

Exempt in accordance with paragraphs 3 and 10.

9. **COMPLAINTS UPDATE (Verbal Report)**

To update on outstanding code of conduct complaints not already on this agenda.

Exempt in accordance with paragraphs 1 and 10.

10. **COMPLAINT 2023/12 (Pages 29 - 46)**

Initial complaint report attached.

Exempt in accordance with paragraphs 1 and 10.

11. **COMPLAINT 2023/14 (Pages 47 - 66)**

Initial complaint report attached.

Exempt in accordance with paragraphs 1 and 10.

12. **COMPLAINT 2023/15 (Pages 67 - 82)**

Initial complaint attached.

Exempt in accordance with paragraphs 1 and 10.

## HINCKLEY AND BOSWORTH BOROUGH COUNCIL

### ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE

15 FEBRUARY 2023 AT 6.30 PM

PRESENT: Cllr R Webber-Jones - Chairman  
Cllr SL Bray – Vice-Chairman  
Cllr RG Allen, Cllr MB Cartwright, Cllr MA Cook, Cllr A Furlong, Cllr L Hodgkins,  
Cllr KWP Lynch (for Cllr DC Bill MBE) and Cllr LJP O'Shea

Officers in attendance: Rachel Burgess and Julie Kenny

**285. Apologies and substitutions**

Apologies for absence were submitted on behalf of Councillor Bill with the substitution of Councillor Lynch authorised in accordance with council procedure rule 10.

**286. Minutes of previous meeting**

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

RESOLVED – the minutes of the meeting held on 12 October 2022 be confirmed and signed by the chairman.

**287. Declarations of interest**

No interests were declared.

Councillor O'Shea entered the meeting at 6.33pm.

**288. Domestic abuse workplace policy and procedure 2022-25**

The committee considered the domestic abuse workplace policy and procedure 2022-25. Members expressed concern about the levels of domestic violence being experienced but welcomed the review of the policy and the robust procedures being put in place.

It was moved by Councillor Bray, seconded by Councillor Furlong and

RESOLVED – The domestic abuse workplace policy and procedure 2022-25 be approved.

**289. Adult and children and young person's safeguarding policies 2022-25**

Members received the revised adult and children and young person's safeguarding policies 2022-25. During consideration, members expressed their thanks to officers for their work in developing the policies.

It was moved by Councillor Allen, seconded by Councillor O'Shea and

RESOLVED – The adult and children and young person’s safeguarding policies 2022-25 be approved.

(The Meeting closed at 6.40 pm)

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CHAIRMAN

# Agenda Item 8

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