



To: Members of the Members' Advisory Panel

Notice of a Meeting
of the
Members' Advisory Panel

Thursday, 30 November 2023 at 10.00 am

Meeting Room 1 - County Hall, New Road, Oxford OX1 1ND

Committee Officer: **Shilpa Manek**
shilpa.manek@oxfordshire.gov.uk

Attendance

Councillors

Councillor Yvonne Constance OBE
Councillor Trish Elphinstone
Councillor Roz Smith

Independent Person

Martyn Hocking

Facilitative Chair

To be appointed

Officers

Anita Bradley – Monitoring Officer
Shilpa Manek – Clerk
Sarah Smith – Senior Governance Lead

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. Appointment of Chair

A Facilitative Chair will be appointed for this Panel.

2. Apologies

To receive any Apologies.

3. Confidentiality

The papers related to this meeting are provided to you in confidence as exempt papers by virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A of the Local Government Act 1972 and should not be forwarded by you, copied or shared or discussed with any other person without permission from the Council's Monitoring Officer.

Please note that under the Members' Code of Conduct it states that:

A Councillor

6.4.1 Shall not disclose information either given to them in confidence by anyone or acquired by them which they believe, or ought reasonably to be aware, is of a confidential nature.

EXEMPT ITEMS

It is RECOMMENDED that the public be excluded for the duration of items since it is likely that if they were present during those items there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to those items and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

THE EXEMPT MINUTES, REPORT AND ANNEXES TO THE ITEMS HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.

4. Members' Advisory Panel Procedures (Pages 1 - 2)

The procedures for the Panel to follow.

5. Directions Agreed by the Members' Advisory Panel (Pages 3 - 4)

The Directions agreed by the Panel on 8 September 2023.

6. Panel Hearing Report (Pages 5 - 10)

Report of the Monitoring Officer.

RECOMMENDATION

1. **To consider whether the public should be excluded for the duration of this matter.**
2. **The Members' Advisory Panel is RECOMMENDED to receive the Investigator's report, and to determine whether the Subject Councillor in question has failed to comply with the Member Code of Conduct**
3. **To make any recommendations to the Monitoring Officer as set out in the Council's Arrangements for Dealing with Complaints Against Members Under The Localism Act 2011.**

7. Members Complaint Form (Pages 11 - 18)

To consider the Members' Code of Conduct Complaint Form.

8. Independent Investigators Report (Pages 19 - 52)

The Panel to consider the Independent Investigators Report.

9. Bundle of Evidence (Pages 53 - 134)

The Panel to consider the evidence.

10. Subject Councillor Response to Investigators Report (Pages 135 - 138)

The Panel to consider the response from the Subject Councillor on the Investigators Report.

11. Oxfordshire Councils' Code of Conduct April 2022 (Pages 139 - 152)

The Panel to take into account the Oxfordshire Councils' Code of Conduct.

12. Oxfordshire Councils' Arrangements For Dealing with Complaints Against Members October 2022 (Pages 153 - 158)

The Panel to take into account Oxfordshire Councils' Arrangements for Dealing with complaints against Members under The Localism Act 2011.

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