

**ROBERTO TAMBINI
CHIEF EXECUTIVE**

Please reply to:

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Our ref: GH/MCCCTTEE
Date: 3 June 2013

Notice of Meeting

Members Code of Conduct Committee Assessment Panel Hearing

Date: Tuesday 4 June 2013

Time: 10.00am

Place: Room 113, Council Offices, Knowle Green, Staines-upon-Thames

To:

Councillors:

Mrs C.A. Bannister
A.E. Friday
A.J. Mitchell

Independent Members:

M. Litvak (Chairman)

AGENDA

1. Disclosures of Interest

To receive any disclosure of interests from members

2. Exclusion of Press and Public

The Panel is asked to consider excluding the press and public from the meeting during consideration of the following item on the grounds that it is likely to involve the disclosure of exempt information as defined in Paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

In making its decision, the Panel is asked to confirm that having regard to all circumstances, it is satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

In this case the proper administration of the complaints procedure in the public interest is that consideration of complaints should not be made public at an early stage, when the complaints may or may not be proved and may or may not be investigated.

3. Complaint Assessment Report Against Councillor A

The report of the Monitoring Officer sets out an allegation made by way of a complaint against a Borough Councillor concerning a potential breach of the Members Code of Conduct. 1 - 5

The Assessment Panel is asked to make a determination in respect of whether or not any action should be taken.

Appendix 1 - Email from complainant with explanation 6 - 8

Appendix 2 - Email to Independent Person and background information 9 - 10

