

**Manchester City Council  
Report for Resolution**

**Report to:** Standards Committee – 17 June 2021

**Subject:** Review of Procedure for the Hearing of Allegations of Breaches of the Council’s Code of Conduct for Members

**Report of:** City Solicitor

---

**Summary**

To seek the views of the Committee to the proposed revisions to the Procedure for the Hearing of Allegations of Breaches to the Council’s Code of Conduct for Members.

**Recommendations**

That the Standards Committee considers the proposed revised Procedure for the Hearing of Allegations of Breaches of the Council’s Code of Conduct for Members (‘the Procedure’) and approves, with or without modifications, the revised Procedure set out in the Appendix to this report.

---

**Wards Affected:** All

---

**Financial Consequences – Revenue** None

**Financial Consequences – Capital** None

---

**Contact Officers:**

Name: Fiona Ledden  
Position: City Solicitor  
Telephone: 0161 234 3087  
E-mail: fiona.ledden@manchester.gov.uk

Name: Poornima Karkera  
Position: Head of Governance, Legal Services  
Telephone: 0161 234 3719  
E-mail: poornima.karkera@manchester.gov.uk

**Background documents (available for public inspection):** None

## **1.0 Introduction**

1.1 The Committee approved the current version of the Hearing Procedure in March 2017 following its use for the first time at a hearing in 2016. The starting point for the Procedure is the Hearing Procedure that had been in place prior to the changes to the Standards regime that were brought about by the Localism Act 2011.

1.2 As it was the first use of the Procedure at that time following the hearing a full review was carried out by the Council's Monitoring Officer (the City Solicitor) with a view to:

- simplifying the procedure considerably by moving a lot of information about the contents of letters which are to be sent as part of the process from the main body of the document to Appendices.
- clarify the Complainant's role
- simplify the decision process primarily to try to minimise the number of times the Member and Investigating officer might be requested to leave the room whilst the Panel is making its deliberations.

1.3 The revised Procedure was used for the first time for a hearing in February 2020 and has been looked at with the benefit of practical use to consider if any changes should be made. Broadly it is considered the Hearing Procedure worked well but there are minor changes proposed on the attached version of the Procedure highlighted in bold primarily to:

- Provide further clarity
- Change references to 21 days in Appendix 2 to 10 working days with an opportunity to ask for an extension of time to speed up the procedure.
- To make it clear that if provided the view of the Independent Person should be recorded in the Decision Notice.

## **2.0 Recommendation**

2.1 The recommendation appears at the front of this report.