

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Standards Committee held in the Council Chamber, District Council Offices,
Letchworth Garden City, SG6 3JF
on Wednesday, 22nd October, 2025 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Vijaiya Poopalasingham, Chris Lucas, Caroline McDonnell, Dominic Griffiths and Val Bryant.

2 MINUTES - 5 MARCH 2025

RESOLVED: That the Minutes of the Meeting of the Committee held on 5 March 2025, as amended, be approved as a true record of the proceedings and be signed by the Chair.

3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council policy this meeting would be recorded.
- (2) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (3) The Chair advised for the purpose of clarification Clause 4.8.23(a) of the Constitution did not apply to this meeting.

5 PUBLIC PARTICIPATION

There was no public participation.

6 STANDARDS MATTERS REPORT

RESOLVED: That the Committee noted the content of the report and made suggestions on future actions.

REASON FOR DECISION: To ensure good governance within the Council and keep the Committee abreast of changes locally and nationally.

7 ADOPTION OF UPDATED GUIDANCE TO COUNCILLORS ON OUTSIDE BODIES

RECOMMENDED TO FULL COUNCIL: That Full Council approve and adopt the updated guidance for Councillors.

REASONS FOR REFERRAL:

- (1) The Council's current guidance to Councillors on Outside Bodies was last updated in 2016.

- (2) A full review of the guidance to Councillors on outside bodies has been necessary to ensure:
- a. Councillors are aware of their liabilities based on the type of organisation which they are appointed to and the risks associated with these appointments both to the Councillor and the Council.
 - b. That the guidance available to Councillors aligns with the updated statutory position and also best practice.

8 ADOPTION OF THE MONITORING OFFICER PROTOCOL

RESOLVED: That the Committee noted the guidance attached at Appendix 2 titled 'The Golden Triangle: Governance Roles and Responsibilities'.

RECOMMENDED TO FULL COUNCIL: That Full Council approve and adopt the Monitoring Officer Protocol into the Constitution, subject to the comments and changes put forward by the Standards Committee.

REASON FOR RECOMMENDATION:

- (1) The role of the Monitoring Officer has expanded over recent years. Monitoring Officers are also required to act as consultants to anyone within the Council on matters of legality, maladministration, and impropriety.
- (2) It is therefore considered that it would be good practice for the Council to introduce an appropriate Protocol.
- (3) In August 2025, Lawyers in Local Government (LLG), the Chartered Institute for Public Finance & Accountancy (CIPFA) and the Society for Local Authority Chief Executives & Senior Managers (SOLACE) collaborated to produce a new guide: 'The Golden Triangle: Governance Roles and Responsibilities' (attached at Appendix 2). Members are invited to give consideration to this guidance to enhance their overall understanding of the interwoven nature of the roles of the three statutory officers within the Council.