

## **Appendix 3**

### **Hearing Procedure for Ethics Committee on 8 October 2020–Councillor G Williams**

1. The Chair will confirm that the Committee has the report before them and has read the report and appendices. The Chair will confirm the attendance of the Investigator (Julie Newman) and the Independent Person (Steve Atkinson).
2. The Chair will invite the Investigator Ms Newman to outline her investigation.
3. The Chair will then invite Councillor Williams to ask any questions of the Investigator. The Committee will then be asked if they have any questions for Ms Newman.
4. Councillor Williams will then be invited to state his case. The Chair will then invite Ms Newman to ask any questions of Councillor Williams. The Committee will then be asked if they have any questions for Councillor Williams.
5. The Chair will invite Ms Newman to sum up.
6. The Chair will invite Councillor Williams to sum up.
7. The Chair will ask the Independent Person, for his advice.
8. The Committee will adjourn to make a decision about whether or not Councillor Williams has breached the Code and will provide reasons for the formal decision notice.
9. The Committee will return and advise the Chair of their decision who will then announce the decision with short reasons for the decision.
10. If the Committee decides that the Councillor has not failed to follow the Code, the Committee may then consider whether or not to make any recommendations to Council with a view to promoting high standards of conduct amongst councillors.
11. If the Committee finds that Councillor Williams has breached the Code of Conduct, then the Committee will move on to consider whether or not any sanctions should be imposed.
12. The Chair will ask Councillor Williams to make any representations on the question of sanctions.
13. The Committee can ask for more information from either the Councillor or the Investigator in relation to the imposition of sanctions.
14. The Chair will ask the Independent Person for his views on the imposition of sanctions.
15. The Committee will adjourn to consider whether or not any sanctions should be imposed and what they should be
16. The Committee will advise the Chair of their decision on sanctions and the Chair will announce the decision.