

Appendix 6: Hearing Procedure

Hearing Procedure for Ethics Committee on 8 July 2022 – Councillor Abdul Salam Khan

1. In line with the usual procedure this meeting will be chaired by one of the Committee's Independent Persons (the Independent Chair). The Independent 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 Independent Investigator (Rosalind Foster) and the Independent Person Steve Atkinson (both Rosalind Foster and Steve Atkinson will be attending virtually by way of hybrid arrangement).
2. The Chair will invite the Independent Investigator Rosalind Foster to outline her investigation.
3. The Chair will then invite Councillor Khan to ask any questions of the Independent Investigator. The Committee will then be asked if they have any questions for Rosalind Foster.
4. Councillor Khan will then be invited to state his case. The Chair will then invite Rosalind Foster to ask any questions of Councillor Khan. The Committee will then be asked if they have any questions for Councillor Khan.
5. The Chair will invite Rosalind Foster to sum up.
6. The Chair will invite Councillor Khan to sum up.
7. The Chair will ask the Independent Person, Steve Atkinson for his advice.
8. The Committee will adjourn to make a decision about whether or not Councillor Khan has breached the Code and will provide reasons for the formal decision notice.
9. The Committee will return to the room 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 Khan 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 Khan to make any representations on the question of sanctions.
13. The Committee can ask for more information from either the Councillor or the Investigating Officer 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.