

## **GOODMANHAM PARISH COUNCIL**

### **DISPENSATIONS**

1. Arrangements for Dispensations are set out in Section 13 of the Standing Orders approved in July 2020. This report set out the procedures for dispensation requests.
2. Under the current Standards regime the principal record of Interests are Disclosable Pecuniary Interests (DPI) which are set out by statute and included on the form filled in by Councillors on election, updated as necessary. Failure to declare an interest is a criminal offence.
3. Normally if a Councillor had a DPI they would need to withdraw from the meeting and not vote. However there may be circumstances where this is not appropriate and would prevent decision making by the Council – for example if the Council was not quorate due to DPIs. In these circumstances a Dispensation can be requested for the reasons and using the procedure recommended below. This process ensures that dispensations and the reason for the dispensation are recorded.
4. Councillors may wish to declare other interests that are not included as a DPI. These are discretionary and Councillors can choose what action to take at meetings. These are not covered by dispensations.
5. Whilst the Clerk can advise on Interests it is the responsibility of individual Councillors to ensure that they are adhering to the Code of Conduct.

**Recommended that the Dispensation Policy and Procedure be approved**

## **GOODMANHAM PARISH COUNCIL**

### **DISPENSATION POLICY AND PROCEDURE**

A parish councillor may be granted a dispensation by the Clerk if, having had regard to all relevant circumstances, he or she considers that:

- (a) without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business; or
- (b) granting the dispensation is in the interests of persons living in the Council's area; or
- (c) it is otherwise appropriate to grant a dispensation.

A dispensation, when granted, must specify the period for which it has effect, and this may not exceed 4 years or the date of the next full Elections.

A councillor's request for a dispensation must be in writing and must be submitted to the Clerk not less than 2 clear days before the meeting it is needed for.

**Goodmanham Parish Council**

**Code of Conduct Dispensation Request**

This form must be submitted to the Clerk by councillors who would like to apply for a dispensation to participate at any meeting of the Council, its Committees, or Sub-Committees, on any item in which they will declare an interest.

Name of Member: .....

Meeting of: .....

On which date: .....

Agenda Item: .....

Reason for request: .....

.....  
.....  
.....  
.....  
.....

Signature of councillor applying for a dispensation .....

Date of application .....

.....Council

**FOR PARISH CLERK**

Request granted: Yes No

Reason:

If yes, is dispensation granted to:

- a) Remain and speak
- b) Remain and speak and vote

The period of effect for the dispensation will be:  
.....

Signed (Clerk): ..... Date: .....

This form, once completed, will be available for inspection by any Member of the Council or member of the public.