



Commissioner for Ethical Standards in Public Life in Scotland

Minutes of the Investigating Officers Meeting held on 31 May 2017 from 12.00 to 14.00 at Thistle House, 91 Haymarket Terrace, Edinburgh

Present:

Bill Thomson, Commissioner (BT)
David Sillars, Senior Investigating Officer (DS)
Claire Gilmore, Investigating Officer (CG)
Douglas Winchester, Investigating Officer (DW)
Ian Innes, Investigating Officer (II)
Ian Mackay, Investigating Officer (ITM)
Jon Miller, Investigating Officer (JM)
Karen Chambers, Investigating Officer (KC)
Ralph Noble, Investigating Officer (RN)
Analy Hannah, Casework Coordinator (AH)

Apologies:

Helen Hayne, Investigations Manager (HH)
Brenda McKinney, Investigations Manager (BM)

1. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

1.1 Minutes of the meeting held on 16 April 2017 were approved.

2. INVESTIGATION GUIDELINES

2.1 BT presented and explained the revised draft Investigation Guidelines with all present. A discussion followed.

3. REVIEW OF CURRENT COMPLAINTS/CASES – COUNCILS AND PUBLIC BODIES

3.1 Report on cases in progress:
• Current cases were discussed.

3.2 Any other current issues:
• No other issues to discuss.

3.3 Target and Statistics Reports:
• BT noted that, compared to 2016 numbers, the office has had more cases in April/May.
• AH informed on behalf of BM that there was little to report at this stage and that the Period 2 (until the end of May) Stats and Targets will be issued early June.

4. RECENT/UPCOMING STANDARDS COMMISSION HEARINGS

4.1 A summary of recently completed Hearings was provided:

- LA/WL/1824 – Councillor Angela Moohan was found in breach. The sanction was censure.

4.2 Investigations with upcoming Hearings were:

- LA/E/1737 and 1751 – The first two days of the Hearing involving complaints against Councillors Jeremy Balfour and Cameron Rose took place on 17 and 19 May 2017 and the final day of Hearing is scheduled to be held on 8 June 2017.
- LA/NL/1936 – The Hearing involving the complaint against Councillor Marina Lyle is scheduled to be held on 5 June 2017.
- LA/As/1963 and 1993 – The Hearing involving the complaints against Councillor Alexander Duncan is scheduled to take place on 21 June 2017.
- LA/E/1924 – The Hearing involving the complaint against Councillor Jim Orr is scheduled to be held on 11 July 2017.
- LA/G/1942 – The Hearing involving the complaint against Councillor William McAllister is scheduled to be held on 26 July 2017.

5. REVIEW OF CURRENT COMPLAINTS/CASES – MSPS

5.1 Report on cases in progress:

- DW presented current cases. A discussion followed.

6. TOPICS FOR DISCUSSION

6.1 Data Protection:

- CG introduced a discussion of Data Protection issues by reference to a handout and a mock complaint. A discussion followed on a number of approaches to the problems identified in the mock complaint.

6.2 It was suggested that the Monitoring Officer standard initial letter should be reviewed, in relation to the brief summary of the complaint provided by us. BT agreed.

7. ANY OTHER BUSINESS

7.1 AH noted that, in accordance with our new procedures related to new complaints, she had prepared kits with buff folders, labels and printer ink for each IO and required them to collect such kits after the IO meeting.

8. DATES FOR FOLLOWING MEETINGS

19 July 2017

30 August 2017

4 October 2017

20 December 2017

31 January 2018

14 March 2018

Bill Thomson

Chair of meeting
Bill Thomson, Commissioner for
Ethical Standards in Public Life in Scotland

19 July 2017

Date of Approval