



Ward: N/A
Key Decision: No

Report by the Executive Head of Legal and Democratic Services

Code of Conduct and Register of Interests Form – Update

1.0 Summary

- 1.1 The Council adopted the new Code of Conduct in July 2007 with a requirement that all members (elected, co-opted and independent) complete and return the Code and Register of Interest Forms by 20 August 2007.
- 1.2 The Committee received a number of monitoring reports to ensure that the documents were completed in the timescale and received updates from the Monitoring Officer on action taken.
- 1.3 This current report is the monitoring following the District and Parish Elections on 1 May and the Annual Council on 20 May 2008..
- 1.4 The report suggests action that can be considered by the Committee.

2.0 Background

- 2.1 On election the new Councillor has to make a Declaration of Acceptance of Office, which specifically mentions the Code of Conduct. New members to the Council (elected, co-opted or independent) must complete and return their signed copy of the Code and their completed register of business interests within 28 days of election or appointment.
- 2.2 For members elected on 1 May, this expired on 30 May 2008, For appointees at the Annual Council meeting on 20 May they have until 23 June .
- 2.3 Details of the returns from Lancing and Sompting Parish Councils are also included as the Committee has responsibility for these Authorities.

3.0 Adur District Council

3.1 Elected Members

May 2008

There were 9 new councillors and 9 returned councillors at the May elections.

New Members: All 9 members have returned their forms within the timescale

Returned Members: On publication of the report 1 has yet to be received

Existing Member - annual confirmation of no change to their Registered interest(s) – 2 Members have not yet responded.

Co-opted members:

§ Adur Consultative Forum

- Delay in despatching form to new representative, this has now been received

§ Independent Remuneration Panel:

- No new appointments have been made.

§ Independent members (of the Standards Committee):

- No new appointments have been made.

4.0 Lancing Parish Council

4.1 All 16 elected members elected on 1 May have returned their forms to the Proper Officer of the Parish Council.

5.0 Sompting Parish Council

5.1 This information will be updated at the meeting

6.0 Financial Implications

6.1 There are no specific financial implications arising from this report.

7.0 Legal Implications

7.1 There is a statutory obligation by elected members, co-opted members and independent members to complete and return their details to the Monitoring Officer.

7.2 Non-compliance with this obligation requires the Monitoring Officer to take action to enforce the Code of conduct.

7.0 Conclusion

7.1 There is a statutory requirement for the Code of Conduct and Register of Members Interest forms to be returned to the Monitoring Officer.

7.2 With the information the meeting will receive from the Standards Board Conference, the Monitoring Officer and members of the Committee should discuss the next steps for compliance.

8.0 Recommendation

8.1 To agree with the Monitoring Officer the next stage in this statutory requirement.

Local Government Act 1972

Background Papers:

Report and Minutes of Standard Committee - 25 June 2007

Report and Minutes of Council - 23 July 2007

Returns from Adur Councillors, Clerk to Lancing Parish Council

Emails to the Clerks dated 5 June,

Contact Officer:

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Appendix

1.0 Council Priority

1.1 There is no specific Council Priority; however there is a statutory requirement to complete the Code of Conduct and the Register of Business Interests

2.0 Specific Targets

2.1 The report seeks to meet the statutory requirements.

3.0 Sustainability Issues

3.1 Matter considered and no issues identified.

4.0 Equality Issues

4.1 Matter considered and no issues identified.

5.0 Community Safety issues (Section 17)

5.1 Matter considered and no issues identified.

6.0 Human Rights Issues

6.1 Matter considered and no issues identified.

7.0 Reputation Implications

7.1 Members of the Council (elected, co-opted and independent) have a key role in reputation and ethical conduct in public office, monitoring their declared interests by the Committee is key to achieving and enhancing this.

7.2 By monitoring the declarations and compliance with the Code the Committee is ensuring that the Standards in Public Life are complied with.

8.0 Consultations

8.1 Matter considered, the Clerks of the two Parish Council's have been consulted regarding the elected representatives in their areas.

9.0 Risk assessment

9.1 Matter considered, individuals are at risk of the Monitoring Officer reporting their non-compliance to the Standards Board for England.

10.0 Health & Safety Issues

10.1 Matters considered and no issues identified.

11.0 Procurement Strategy

11.1 Matters considered and no issues identified.

12.0 Partnership working

12.1 Matters considered and no issues identified.