

**Minutes of the
Standards Committee**

25 March 2010

Councillors	Independent Members	Parish Council Reps
Angie Mills	Anthony Case (Chairman)	Ken Bashford (Sompting)
Ben Stride	Julian Cioffi	*Mary Hamblin (Lancing)
Janet Mockridge	Mavis Macdougall	
	John Todd	

*= Absent

S/405/09-10 Declarations of Interest

There were no declarations of interest

S/406/09-10 Questions & Statements by the Public

There were no questions or statements by the public

S/407/09-10 Confirmation of the Minutes

Resolved that the Minutes of the meeting of the Committee held on 14 December 2009 be approved as a correct record and be signed by the Chairperson.

S/408/09-10 Items Raised under Urgency Provisions

There were no items to be considered under the urgency provisions.

S/409//09-10 Applications for Dispensations

There were no applications for dispensations.

S/410/09-10 Standards Committee – Draft Annual Report

The Committee had before it a report by the Legal Services Manager and Deputy Monitoring Officer, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as item 6. The Committee were asked to agree an annual report for the Standards Committee.

The Democratic Services Officer introduced the report to the Committee. Members were asked to approve the report for Council subject to any necessary amendments. It was suggested that two additional paragraphs be added to the report to précis recent developments concerning complaints, Members discussed the proposed amendments which were subsequently agreed.

The Committee discussed the report and noted typographical errors in paragraphs 2.7, 3.2 and 5.1 of the report. the Democratic Services Officer confirmed that the errors would be amended in the final report to Council.

Resolved:

- i) that the following additional paragraph be added as 4.5 *'The Determination Sub Committee at its meeting on the 15 March 2010 found that the Subject Member had been in breach of paragraph 3.0(1) you must not do anything which comprises or is likely to comprise the impartiality of those who work for, or on behalf of, your authority and paragraph 5 you must not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute. The Subject Member was censured and the Monitoring Officer was instructed to give training to all elected Councillors of Parish and District Level on their roles and responsibilities within three months'*;
- ii) that the following additional paragraph be added as 4.6 *'Processes are ongoing concerning two complaints against three Members'*;
- iii) that the annual report as amended be approved to Council for adoption.

S/411/09-10 Standards Committee – Draft Work Programme 2010/11

The Committee had before it a report by the Legal Services Manager and Deputy Monitoring Officer, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as item 7. The report set out a draft work programme for the Standards Committee for the period 2010/11 for inclusion with the Committee's Annual Report to Council.

The Democratic Services Officer introduced the report to the Committee and provided clarification on a point of terminology therein.

Resolved: that the draft work programme be approved and added to the annual report for submission to Council.

S/412/09-10 Preparing for the District Elections May 2010 - Candidates

The Committee had before it a report by the Legal Services Manager and Deputy Monitoring Officer, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these minutes as item 8. The report asked Members to consider actions to be taken prior to the District Elections of May 2010.

The Democratic Services Officer introduced the report to the Committee. Members were informed of preparations that took place prior to the District elections to ensure that all election candidates had an opportunity to familiarise themselves with a basic knowledge of the Code of Conduct prior to training provided by the Monitoring Officer after election.

Members requested that the Monitoring Officer provide an information session prior to the induction day to assist successful candidates with filling out their register of interests. The Democratic Services Officer stated that he would take the recommendation back to the monitoring Officer. Members were informed that all completed register of interest forms

were checked and signed by the Monitoring Officer to make sure that they were filled in correctly.

A Member requested information on the Code of Conduct and Local Assessment training being given to Councillors who were not newly elected. The Democratic Services Officer relayed that recent resolutions from the Standards Determination Sub-Committee and Full Council had requested that all Members of District and Parish level receive training on their roles and responsibilities. Responding to a question on the compulsory nature of the training, the Democratic Services Officer stated that a resolution from Full Council ensured that Members had fully signed up to receive the training.

Resolved:

- i) that the Monitoring Officer be recommended to provide Members Register of Interest assistance sessions prior to induction day after the elections;
- ii) that the current working practices regarding preparation for District Elections be endorsed.

The Chairperson declared the meeting closed at 7:14pm, it having commenced at 7:00pm

CCD/Chairperson