

## Minutes of the Standards Committee

27 July 2004

Councillors	Independent Members	Parish Council Reps
Keith Dollemore (Chairman) Liza McKinney Ann Bridges	Anthony Case *Miss Santosh Bhabra	Christopher Kemp (Lancing) Daniel Yates (Sompting)

\* = Absent

*Apologies for absence had been received from Santosh Bhabra.*

### **S/97/04 Questions & Statements by the Public**

There were no members of the public present. Therefore the Chair was unable to invite questions or statements about any matter for which the Council had a responsibility or which affected the district.

### **S/98/04 Election of a Chairperson**

Councillor Dollemore, seconded by Mr Anthony Case, nominated Councillor McKinney to be elected as Chairperson on the Standards Committee to the Annual Meeting of the Council in 2005, and this was agreed.

**Resolved** that Councillor Liza McKinney be appointed as Chairperson of the Standards Committee to the Annual Meeting of the Council in 2005.

### **S/99/04 Election of a Vice-Chairperson**

Councillor Dollemore, seconded by Daniel Yates, nominated Mr Anthony Case to be appointed as Vice-Chairperson on the Standards Committee to the Annual Meeting of the Council in 2005, and this was agreed.

**Resolved** that Mr. Anthony Case be appointed as Vice-Chairperson of the Standards Committee to the Annual Meeting of the Council in 2005.

### **S/100/04 Confirmation of Minutes**

**Resolved** that the minutes of the meeting of the Standards Committee held on 15 March 2004 be approved as a correct record and that they be signed by the Chairman.

### **S/101/04 Items Raised under Urgency Provisions**

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

## **S/102/04 Applications for Dispensations**

The Head of Legal and Democratic Services advised that an extra-ordinary meeting of the Standards Committee would have to be arranged in respect of dispensations being sought in a planning matter.

## **S/103/04 Forward Work Programme 2004/05**

The Committee had before it a report of the Head of Legal & Democratic Services, 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.

This item was introduced by the Head of Legal and Democratic Services who stated that some of the items on the Forward Work Programme were ongoing whereas other items occur as and when necessary.

Daniel Yates requested that due to a current change of Parish clerk at Sompting, that the work on the Code of Parishes item start sooner rather than later.

The Head of Legal and Democratic Services was asked to explain the Ethical Government Audit of Council. He stated that it started in 2003 looking at controls, which exist within Council i.e. financial procedure rules, and then proceeds to identify gaps and difficulties. There followed a brief discussion on breaches of, monitoring of, and maintaining the Code of Conduct.

Members felt disappointed that a number of Councillors had not attended training sessions arranged by officers recently. The Head of Legal and Democratic Services stated that Induction Day training will be offered again at a later date for new members who were unable to attend previously, and that training requirements need to be identified. He also stated that currently there are no sanctions for members who do not attend training sessions and that it would be difficult to impose any form of sanction.

The Chairperson said that all members should be encouraging other members to attend training sessions.

**Resolved** that the Forward Work Programme 2004/05 be accepted

### **IT WAS ALSO NOTED THAT:**

An Extra-Ordinary Standards Committee was arranged for 7 p.m. on the 19 August 2004 (dispensations).

The Standards Committee Meeting of the 4 October 2004 has now been cancelled and moved to Tuesday 19<sup>th</sup> October. Please note that the Chairman and Vice-Chairman will be advised of the new PTM date in due course.

The Chairman declared the meeting closed at 8.30 hours.

CHAIR

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