

**Minutes of a Meeting of the
Standards Committee
24 January 2005**

Councillors

Keith Dollemore
Liza McKinney (Chairperson)
Ann Bridges

Independent Members

Anthony Case (Vice-Chairperson)
Miss Santosh Bhabra*

Parish Council Reps

Christopher Kemp (Lancing)
Daniel Yates (Sompting)

* = Absent

S/419/05 Questions & Statements by the Public

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

S/420/05 Confirmation of Minutes

Resolved that the minutes of the meeting of the Standards Committee of the 27 July 2004, and that the minutes of the meeting of the Extra-Ordinary Meeting held on 19 August 2004 be approved as a correct record.

S/421/05 Items Raised under Urgency Provisions

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

S/422/05 Applications for Dispensations

There were no applications from Councillors for dispensations.

S/423/05 Review of the Elected members Safety

The Committee had before it a report by the Head of Legal and 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 5.

A discussion took place about recent events where two members had been concerned for their safety. The topic of member information, and how it is released into the public domain, prompted further discussion. It was felt that despite the position of councillor being one of elected public office, this should not put any member at risk.

A number of suggestions arose about the best possible solution and choice to offer to members concerning their personal information.

Resolved to recommend to Council that:

- i) a) Members may choose to have
 - (A) Default information:
 - telephone calls at Adur District Council
 - email at Adur District Council
 - postal address – Civic Centre, or
 - (B) Personal contact details for telephone calls, email and for postal address.
 - c) For those Members who have chosen to have a personal web page their details linked to it would reflect either (A) or (B).
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- ii) to recommend to Council that the pages with Member's interests no longer be published on the website.

 - iii) to recommend to Council that Members are recommended to report incidents in conjunction with the procedure set out and that Members be offered training in personal safety.

 - iv) to recommend to Council that an appropriate Council officer - be available as a contact point for Members when incidents occur to provide advice.

S/424/05 Council Agendas – Disclosure of Interests

The Committee had before it a report by the Head of Legal and 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 6.

Th findings on this item were discussed and noted. The idea of mandatory training for members was raised but it was noted that there is no power to enforce this. It was felt that any training on personal or prejudicial interests, or the ability to demonstrate knowledge of matters involved with planning and licensing was very important. It was also noted that only 65% of the members responded to the survey and that all members should be urged to attend training events where provided.

The Head of Legal and Democratic Services said that telephone advice from officers is always available to members. He also advised that Legal officers should intervene at committee, if necessary, to ensure that a matter is decided in a proper manner. This would apply in relation to issues about declarations of interests.

S/425/05 Guidance to Elected Members in relation to Licensing Committee Hearings under the Licensing Act 2003

The Committee had before it a report by the Head of Legal and 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.

A general discussion took place. A more detailed discussion was not possible because the Head of Legal and Democratic Services had had to leave the meeting at the beginning of this item. It was therefore felt that this item was important enough to be brought back to a further Extra Ordinary Standards Committee meeting for full discussion.

Resolved that

- (i) the report 'Lacors Guidance on Licensing' be referred back to officers and members for consideration and comment.
- (ii) an Extra-Ordinary Standards Committee meeting be held on Monday 21 February 2005 to discuss, in full, the 'Lacors Guidance on Licensing' Report and to adopt local guidance.

The Chairperson declared the meeting closed at 8.45 p.m.

CHAIR