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07 January 2025

STANDARDS COMMITTEE

A meeting of the Standards Committee will be held in **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 16 January 2025 at 6.30 pm** and you are requested to attend.

Members: Councillors Huntley (Chair), May (Vice-Chair), Ayling, Batley, Goodheart, Kelly, Purser, Turner, Woodman and (Amelia) Worne

PLEASE NOTE:

A live webcast of the meeting will be available via the Council's [Committee webpages](#).

Any members of the public wishing to address the Committee meeting during Public Question Time, will need to email Committees@arun.gov.uk by 5.15 pm on **Thursday 09 January 2025** in line with current Committee Meeting Procedure Rules.

For further information on the items to be discussed, please contact Committees@arun.gov.uk

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members and Officers are invited to make any declaration of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the items or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary/personal interest and/or prejudicial interest
- c) the nature of the interest

3. ITEMS NOT ON THE AGENDA WHICH THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

4. MINUTES

(Pages 1 - 6)

The Committee will be asked to approve as a correct record the Minutes of the Standards Committee held on 17 October 2024.

5. PUBLIC QUESTION TIME

To receive questions from the public (for a period of up to 15 minutes)

6. MONITORING OFFICER REPORT - JANUARY 2025

(Pages 7 - 10)

This is a regular report to the Committee by the Monitoring Officer to give the Committee an overview of the work of the Monitoring Officer that falls within the scope of the functions for which the Committee is responsible.
[5 Minutes]

7. MEMBER LEARNING & DEVELOPMENT

(Pages 11 - 16)

This report updates the Standards Committee on the current position of Member learning and development as part of the ongoing development offer for Members through the 2023-27 period.
[5 Minutes]

8. REVIEW OF MEMBERS CODE OF CONDUCT

(Pages 17 - 20)

This report provides the Standards Committee with a brief overview of any previous review of the Members Code of Conduct and seeks the Committee's views as to whether another review is required.
[15 Minutes]

9. REVIEW OF COUNCILLORS GUIDE TO PERSONAL SAFETY (Pages 21 - 46)

The Councillors Guide to Personal Safety was last reviewed in March 2023. Recent incidents in 2024 which have impacted upon Councillor safety have suggested that a review of the document should be undertaken and refreshed to reflect updated guidance.

[15 Minutes]

10. REGISTER OF ASSESSMENTS OF COMPLAINTS AGAINST COUNCILLORS (Pages 47 - 50)

This report updates the Committee on the complaints against Councillors received since the Monitoring Officer's last report on 17 October 2024. The Committee is responsible for promoting and maintaining high standards of conduct by Members of the District and Town & Parish Councils, for monitoring the operation of the Code of Conduct, and for considering the outcome of investigations in the event of breaches of the Code of Conduct.

[10 Minutes]

11. WORK PROGRAMME (Pages 51 - 52)

The Committee is required to note the Work Programme for 2024/25.

[5 Minutes]

Note : If Members have any detailed questions, they are reminded that they need to inform the Chair and relevant Director in advance of the meeting.

Note : Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link [Filming Policy](#)