

# Standards Committee



**Date & time**  
**Wednesday 20**  
**February 2008 at**  
**10.30am**

**Place**  
**Committee Room B**  
County Hall,  
Kingston upon  
Thames  
Surrey, KT1 2DN

**Contact**  
Cheryl Hardman  
Room 122, County Hall  
  
Tel 020 8541 9075  
Email:  
cherylh@surreycc.gov.uk

**Chief Executive**  
Richard Shaw

**If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email cherylh@surreycc.gov.uk.**

**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Cheryl Hardman on 020 8541 9075.**

## Members

\*Mr Nicolas Davies LVO JP DL (Chairman), +Mrs Angela Fraser DL (Banstead East) (Vice-Chairman), +Mr Victor Agarwal (Stanwell and Stanwell Moor), \*Ms Karen Heenan, +Mr Daniel Kee (Reigate North), +Mr Geoff Marlow (The Byfleets), \*Mr SFI Rutter, +Mr Chris Slyfield (Godalming North), +Mrs Jean Smith (Epsom and Ewell North)

+ = Appointed Member

\* = Independent Representative

## NOTES:

1. Members are requested to let the Democratic Services Officer have the wording of any motions and amendments not later than one hour before the start of the meeting.
2. Substitutions must be notified to the Democratic Services Officer by the absent Member or group representative at least half an hour in advance of the meeting.

**PART ONE - IN PUBLIC****REPORT COLOUR**

- 1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS** **Agenda Item**
- To receive any apologies for absence and notices of substitutions
- 2 MINUTES OF THE LAST MEETING: 19 December 2007** **Green**
- To confirm the Minutes of the meeting of the Standards Committee held on 19 December 2007, which are attached.
- 3 DECLARATIONS OF INTERESTS** **Agenda Item**
- To receive any declarations of personal and/or prejudicial interests from Members in respect of any item to be considered at the meeting.
- (Notes: Declarations of interest should be made on a form available from the Democratic Services Officer before the meeting.
- Members are reminded that in accordance with the Constitution any Member declaring a prejudicial interest is required to withdraw from the meeting unless he/she has obtained a dispensation from the Standards Committee.)
- 4 QUESTIONS AND PETITIONS** **Agenda Item**
- To receive any questions or petitions.
- Notes:**
1. The deadline for Member's questions is 12.00pm four working days before the meeting.
  2. The deadline for public questions is seven days before the meeting.
  3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.
- 5 COMPLIMENTS AND COMPLAINTS REPORT** **White**
- To note this second quarter 2007/08 monitoring report and ensure that the Councils' complaints procedures are effective.
- Nigel Bartlett-Twivey (Customer Relations Manager, Services for Communities) will be in attendance.
- 6 GUIDANCE FOR MEMBERS ON GIFTS AND HOSPITALITY** **Green**
- To recommend to the Council a revised note of guidance on gifts and hospitality for adoption and inclusion in the Council's Constitution.

## 7 DATES OF FUTURE MEETINGS

The date of the next scheduled meeting is 29 April 2008 at 10.30am.

The dates of future scheduled meetings are:

25 June 2008

17 September 2008

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**RICHARD SHAW**  
Chief Executive

**Please note that a training session on determination hearings will follow the meeting. A sandwich lunch will be provided.**

### **MOBILE TECHNOLOGY – ACCEPTABLE USE**

Use of mobile technology (mobiles, BlackBerries, etc.) in meetings can:

- Interfere with the PA and Induction Loop systems
  - Distract other people
  - Interrupt presentations and debates
- Mean that you miss a key part of the decision

#### **PLEASE:**

Either switch off your mobile phone/BlackBerry OR turn off its wireless/transmitter connection for the duration of the meeting.

*Thank you for your co-operation*

### **Supporting Surrey County Council Values:**

Working with Others	Forward Thinking	Responsive and Reliable	Value for Money
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