

# Notice of Meeting

## Standards Committee



Date & time	Place	Contact	Chief Executive
<b>Monday 4 July 2011 at 10am</b>	<b>Committee Room B</b> County Hall, Kingston upon Thames Surrey, KT1 2DN	Helen Rankin Regulatory Committee Manager Room 122, County Hall  Tel 020 85419 126 Email: Helen.rankin@surreycc.gov.uk	David McNulty

**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 [Helen.rankin@surreycc.gov.uk](mailto:Helen.rankin@surreycc.gov.uk)**

**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Helen Rankin on 020 85419126**

### Members

\*Mr Simon Edge (Chairman), \*Mrs Marion Roberts (Vice-Chairman), \*Mrs Sally De la Bedoyere, \*Ms Karen Heenan, +Eber Kington (Epsom and Ewell North), +Mr Geoff Marlow (The Byfleets), +Mr David Munro (Farnham South), + Mrs Dorothy Ross-Tomlin (Horley East), +Mrs Lavinia Sealy (Bisley, Chobham and West End), +Mr Colin Taylor (Epsom and Ewell South West)

+ = Elected Member

\* = Independent Representative

### NOTES:

1. Members are requested to let the Regulatory Committee Manager 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 Regulatory Committee Manager by the absent Member or group representative at least half an hour in advance of the meeting.

## **PART 1** **IN PUBLIC**

- |          |  |                                 |
|----------|--|---------------------------------|
| <b>1</b> | <b>APOLOGIES FOR ABSENCE AND SUBSTITUTIONS</b>   | <b>Agenda<br/>item<br/>only</b> |
| <b>2</b> | <b>MINUTES: 9 MAY 2011</b><br>To confirm the minutes of the meeting of the Standards Committee held on, which are attached.  | <b>Green</b>                    |
| <b>3</b> | <b>DECLARATIONS OF INTERESTS</b><br><br>To receive any declarations of personal and/or prejudicial interests from Members in respect of any item to be considered at the meeting.<br><br><b>Notes:</b><br>1. Declarations of interest should be made on a form available from the Committee Manager before the meeting.<br>2. 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. | <b>Agenda<br/>item<br/>only</b> |
| <b>4</b> | <b>QUESTIONS AND PETITIONS</b><br><br>To receive any questions or petitions.<br><b>Notes:</b><br>1. The deadline for Member's questions is 12.00 noon four working days before the meeting (28 June 2011)<br>2. The deadline for public questions is seven days before the meeting (27 June 2011)<br>3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.  | <b>Agenda<br/>item<br/>only</b> |
| <b>5</b> | <b>RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME</b><br><br>To note the Committee actions tracker and agree the forward work plan.  | <b>White</b>                    |
| <b>6</b> | <b>APPOINTMENT OF STANDARDS SUB-COMMITTEES</b><br>To agree the membership of Sub-Committees to consider the initial assessment and review of complaints about the conduct of County Councillors and Co-opted Members of Council Committees.  | <b>Green</b>                    |
| <b>7</b> | <b>ADULT SOCIAL CARE ANNUAL COMPLAINTS &amp; COMPLIMENTS REPORT</b><br><br>That the Standards Committee note the contents of the report  | <b>White</b>                    |

detailing complaints activity across Adults Services for the period 2010 – 2011.

**8 CUSTOMER COMPLAINTS REPORT – CHILDREN’S, SCHOOLS & FAMILIES DIRECTORATE** **Green**

To confirm the completion of Children’s Services Annual Complaints, highlighting:

- Improvement on performance against timescale at stage 1 of the process
- Focus on learning from complaints
- Focus on improving communication with children and young people.

**9 STANDARDS COMMITTEE ANNUAL REPORT 2010/11** **White**

To present to the Committee the Annual Report 2010/11 for review and approval prior to its submission to the Council.

**10 DATES OF FUTURE MEETINGS** **Agenda Item**

The date of the next scheduled meeting is 2 September 2011 at 10am. The dates of future meetings are:

- 28 October 2011
- 19 December 2011

**David McNulty**  
**Chief Executive**  
**Published: 24 June 2011**

**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 discussion

**Please switch off your mobile phone/BlackBerry for the duration of the meeting.** If you wish to keep your mobile or BlackBerry switched on during the meeting for genuine personal reasons, ensure that you receive permission from the Chairman prior to the start of the meeting and set the device to silent mode.

*Thank you for your co-operation*