



Lewes District Council

To all Members of the Standards Panel

A meeting of the **Standards Panel** will be held in the **Telscombe Room, Southover House, Southover Road, Lewes** on **Friday, 30 January 2015** at **13:00** which you are requested to attend.

Please note the venue for this meeting which is wheelchair accessible and has an induction loop to help people who are hearing impaired.

This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

23/01/2015

Catherine Knight
Assistant Director - Corporate Services

Agenda

- 1 Election of Chair**
To elect a Chair of the Committee for this meeting
- 2 Apologies for Absence/Declaration of Substitute Members**
- 3 Declarations of Interest**
Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct
- 4 Exclusion of the Public and Press**
To consider, under Section 100(A)(4) of the Local Government Act 1972 (as amended), excluding the public and press from the meeting during the discussion of Item 5 on this Agenda, as there are likely to be disclosures of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act (ie Information relating to any individual and Information which is likely to reveal the identity of an individual)

- 5 Investigation into Complaint against Cllr A White Seaford Town Council - Report**
To consider the Report of the Assistant Director of Corporate Services (Report No 16/15)

Investigation into Complaint against Cllr A White Seaford Town Council - Appendices B-D - EXEMPT

- Information relating to any individual;
- Information which is likely to reveal the identify of an individual;

For further information about items appearing on this Agenda, please contact Abi Blanshard at Southover House, Southover Road, Lewes, East Sussex BN7 1AB Telephone 01273 471600

Distribution: Councillors M P Chartier, D McBeth and E E J Russell

Agenda Item No: 5 **Report No:** 16/15

Report Title: Investigation into Complaint against Councillor A White, Seaford Town Council

Report To: Audit & Standards Sub-Committee (Hearings Panel) **Date:** 30 January 2015

Ward(s) Affected: All Seaford Wards

Report By: Assistant Director of Corporate Services

Contact Officer(s)-

Name(s): Catherine Knight
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Purpose of Report:

To support a hearing by a Hearings Panel in the matter of complaints made about the conduct of Councillor Anthony White of Seaford Town Council

Officers Recommendation(s):

- 1 To determine whether the hearing should be held in public.
 - 2 To receive and note the report of the Investigating Officer, Mr Alex Oram.
 - 3 To determine whether Councillor Anthony White's conduct was such as to breach the Code of Conduct adopted by Seaford Town Council.
 - 4 If the Panel determines that Councillor Anthony White breached the Code, to determine what, if any, sanction is appropriate.
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Reasons for Recommendations

- 1 To comply with the Council's adopted Hearings Procedure.

Information

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- 2.1 Complaints were received from Seaford town councillors Linda Wallraven and Ian White and from Mrs Sam Shippen (who was then the clerk of Seaford Town Council) about the conduct of Councillor Anthony White of Seaford Town Council. The allegations were that Councillor White had breached Seaford Town Council's Code of Conduct.

- 2.2** In brief, the complainants alleged that on 9 December 2013 Councillor Anthony White:
- i) was rude and aggressive toward Councillor Ian White
 - ii) shouted and swore at Mrs Shippen in her office before pursuing her out of the Council offices whilst verbally abusing her
 - iii) used foul and abusive language when speaking to Councillor Wallraven in her shop
- 2.3** A copy of Seaford Town Council's Code of Conduct is at Appendix A. Copies of the complaints received are at exempt Appendix B.
- 2.4** The complaints were referred to the district council's Monitoring Officer and in accordance with the district council's adopted procedure the Monitoring Officer consulted with one of the Council's two Independent Persons and determined that the complaints warranted formal investigation.
- 2.5** The Monitoring Officer appointed Mr Alex Oram of ch&i associates (independent case reviewers) to carry out the investigation . A copy of Mr Oram's confidential report is attached at exempt Appendix C
- 2.6** The investigator concluded that Councillor Anthony White had failed to comply with Seaford Town Council's Code of Conduct in that on 9 December 2013 he behaved in a disrespectful and offensive manner and his conduct fell below that expected from a councillor.

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- 3.1** The district council's complaints procedure provides that the Monitoring Officer will review the Investigating Officer's report and will then either send the matter for local hearing before the Hearings Panel or, after consulting the Independent Person, seek local resolution.
- 3.2** The complaints procedure which is published for the benefit of complainants says the following about Local Resolution:
- "The Monitoring Officer may consider that the matter can reasonably be resolved without the need for a hearing. In such a case, he/she will consult with the Independent Person and with you as complainant and seek to agree what you consider to be a fair resolution which also helps to ensure higher standards of conduct for the future. Such resolution may include the member accepting that hi/her conduct was unacceptable and offering an apology, and/or other remedial action suggested by the authority. If the member complies with the suggested resolution, the Monitoring Officer will report the matter to the Standards Committee and the Town/ Parish Council for information, but will take no further action. However, if you tell the Monitoring Officer that any suggested resolution would not be adequate, the Monitoring Officer may refer the matter for a local hearing"
- 3.3** Following consultation with the Independent Person and with the Investigator, and in the limited range of sanctions available to the district Council, the Monitoring Officer contacted

Councillor Anthony White to see if he might be prepared to offer a public apology by way of local resolution. It was made clear that in order to be sufficient the apology would need to be made at a public meeting of the full Seaford Town Council and it would need to contain an apology not only to each of the complainants but also to Seaford Town Council staff who witnessed Councillor Anthony's conduct.

- 3.4** The Monitoring Officer suggested the content of what would need to be incorporated within any apology and Cllr Anthony White made his own revisions/additions. Exempt Appendix D shows what Councillor Anthony White was prepared to read out by way of a public apology.
- 3.5** The Monitoring Officer then wrote to each of the complainants explaining the possibility of using Local Resolution and enclosing Cllr a White's proposed apology. She impressed on them that agreeing this as a means of local resolution did not mean that they were personally accepting Cllr White's apology. To assist the complainants in their understanding she also explained the alternative Hearings Panel route, the procedure to be followed at a hearing and the possible sanctions which a Hearings Panel would be able to impose.
- 3.6** It transpired that one of the complainants was willing for the matter to proceed by way of local resolution, but two were not.
- 3.7** Whilst this in itself was not a bar to proceeding with local resolution, the Monitoring Officer consulted with the Independent Person and Chair of the Audit & Standards Committee, as a consequence of which it was decided to proceed to a hearing.
- 3.8** At the outset of the hearing the Panel will need to decide whether the hearing is to proceed in public or private. The starting point is that the hearing will take place in public, in the same way as any other formal meeting of the district council. However, as for other council meetings, the Hearings Panel is subject to the normal requirements relating to confidentiality and exempt information contained in sections 100 to K and Schedule 12A of the Local Government Act 1972.
- 3.9** The relevant rules state that the following is exempt information:
- Para 1: "Information relating to any individual"
- Para 2: "Information which is likely to reveal the identity of an individual"
- 3.10** The whole of the Investigator's report centres around information relating to individuals. Indeed, it is difficult to conceive of a standards matter where this would not be the case. This being so, the decision for the Hearings Panel will be to decide whether, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Transparency presumes that the hearing will be in public to the extent that this can be managed without detriment to a fair hearing. If it decides to maintain the exemption then the hearing will be held in private. If not it will be held in public. This is a matter for the discretion of the Hearings Panel.
- 3.11** As already explained to the complainants, in this particular case there is no dispute about the evidence and/or the accuracy of the investigator's report. There is no need for the Panel to question either Councillor

Anthony White or the complainants in that Cllr Anthony White has accepted the findings of the Investigator, admitted that he was in breach of the Code and has offered to make a public apology in the terms set out at exempt Appendix D.

3.12 The Investigator will therefore be invited to present his report and, assuming that the Panel accepts it, and agrees that Cllr Anthony White breached Seaford Town Council's Code of Conduct, the Panel will be invited to consider an appropriate sanction.

4 The sanctions which the Panel is able to impose are as follows:

- Publish the Panel's findings in respect of the councillor's conduct
- Write a formal letter to the councillor
- Report the Panel's findings to the Town Council for information
- Suggest to the Town Council that it formally censures the councillor through a motion at Council
- Recommends to the Town Council that the councillor be removed from any or all committees or sub-committees of the Council on which he serves
- Recommends that the Town Council arrange training, mediation or other appropriate course of action for the councillor
- Recommends to the Town Council that the councillor be removed from some/all outside appointments to which the councillor has been appointed or nominated by the Town Council

5 The Hearings Panel has no power to suspend or disqualify the councillor or to withdraw any allowance which the councillor may receive.

6 The Investigator will attend the hearing and present his report and findings.

7 The Independent Person consulted on this case is invited to attend. The Panel should note that the Council's hearings procedure provides that the Panel must consult the Independent Person in reaching its decision.

8 Councillor Anthony White and the complainants are invited to attend, although there is no need for them to be questioned on matters of evidence because the Investigator's report is not disputed. The Monitoring Officer does not have power to compel either the complainants or the councillor the subject of complaint to attend and the Panel can proceed in their absence.

Financial Appraisal

9 None.

Legal Implications

10 None, other than set out in the body of the report

Sustainability Implications

- 11** I have not completed the Sustainability Implications Questionnaire as this Report is exempt from the requirement.

Risk Management Implications

- 12** I have completed a risk assessment. The changes/issues covered by this report are not significant in terms of risk. No new risks will arise whether or not the recommendations are implemented or rejected.

Appendices

- 13** Appendix A: Seaford Town Council – Code of Conduct for Members

Appendix B: Complaint Forms

Appendix C: Independent Investigators Report

Appendix D: Proposed Public Apology by Councillor A White



Seaford Town Council Code of Conduct for Members

As a member or co-opted member of Seaford Town Council I have a responsibility to represent the community and work constructively with our staff and partner organisations to secure better social, economic and environmental outcomes for all.

In accordance with the Localism Act provisions, when acting in this capacity I am committed to behaving in a manner that is consistent with the following principles to achieve best value for our residents and maintain public confidence in this authority.

The Seven Principles of Public Life

Selflessness

1. Members should serve only the public interest and should never improperly confer an advantage or disadvantage on any person.

Integrity

2. Members should not place themselves in situations where integrity may be questioned, should not behave improperly and should on all occasions avoid the appearance of such behaviour. Members should show integrity by consistently treating other people with respect, regardless of their race, age, religion, gender, sexual orientation, disability or position, for example as an officer or employee of the authority.

Objectivity

3. Members should make decisions in accordance with the law and on merit, including when making appointments, awarding contracts, or recommending individuals for rewards or benefits.

Accountability

4. Members should be accountable to the public for their actions and the manner in which they carry out their responsibilities, and should co-operate fully and honestly with any scrutiny appropriate to their particular office.

Openness

5. Members should be as open as possible about their actions and those of their authority, and should be prepared to give reasons for those actions.

Honesty

6. Members should not place themselves in situations where their honesty may be questioned, should not behave dishonestly and should on all occasions avoid the appearance of such behaviour. Members should declare any private interests relating to their public duties and take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

7. Members should promote and support these principles by leadership, and by example, and should act in a way that secures or preserves public confidence.

On their election or co-option to the Seaford Town Council, members are required to sign an undertaking to comply with the authority's Code of Conduct.

This Code of Conduct, adopted by the authority on 16 August 2012, is set out below. It is made under Chapter 7 of the Localism Act 2011 and includes, as standing orders made under Chapter 7 of that Act and Schedule 12 of the Local Government Act 1972, provisions which require members to leave meetings in appropriate circumstances, while matters in which they have an interest are being considered.

Part 1 – General provisions

1. Introduction and interpretation

(1) This Code applies to **you** as a member of the authority, when acting in that capacity.

(2) This Code is based upon seven principles fundamental to public service, which are set out above. You should have regard to these principles as they will help you to comply with the Code.

(3) If you need guidance on any matter under this Code you should seek it from the Town Clerk, Lewes District Council's monitoring officer or your own legal adviser – but it is entirely your responsibility to comply with the provisions of this Code.

(4) It is a criminal offence to fail to notify the Lewes District Council's monitoring officer of a disclosable pecuniary interest, to take part in discussions or votes at meetings, or to take a decision where you have disclosable pecuniary interest, without reasonable excuse. It is also an offence to knowingly or recklessly to provide false or misleading information to the authority's monitoring officer.

(5) Any written allegation received by the council that you have failed to comply with this Code will be dealt with by Lewes District Council under the arrangements which it has adopted for such purposes. If it is found that you have failed to comply with the Code, Lewes District Council has the right to have regard to this failure in deciding -

(a) whether to take action in relation to you and

(b) what action to take.

(6) In this Code—

“authority” means Seaford Town Council

“Code” means this Code of Conduct

“co-opted member” means a person who is not a member of the authority but who-

(a) is a member of any committee or sub-committee of the authority, or

(b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority,

and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee.

"meeting" means any meeting of—

- (a) the Council;
- (b) any of the council's committees, sub-committees, or working groups;

"member" includes a co-opted member.

“register of members’ interests” means the Lewes District Council's register of members' pecuniary and other interests established and maintained by the monitoring officer under section 29 of the Localism Act 2011.

2. Scope

(1) Subject to sub-paragraphs (2) and (3), you must comply with this Code whenever you—

(a) conduct the business of Seaford Town Council (which, in this Code, includes the business of the office to which you are elected or appointed); or

(b) act, claim to act or give the impression you are acting as a representative of Seaford Town Council,

and references to your official capacity are construed accordingly.

(2) This Code does not have effect in relation to your conduct other than where it is in your official capacity.

(3) Where you act as a representative of Seaford Town Council—

(a) on another relevant authority, you must, when acting for that other authority, comply with that other authority's code of conduct; or

(b) on any other body, you must, when acting for that other body, comply with Seaford Town Council's code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

3. General obligations

(1) You must treat others with respect.

(2) You must not—

(a) do anything which may cause Seaford Town Council to breach any of its the equality duties (in particular as set out in the Equality Act 2010);

(b) bully any person;

(c) intimidate or attempt to intimidate any person who is or is likely to be—

(i) a complainant,

(ii) a witness, or

- (iii) involved in the administration of any investigation or proceedings, in relation to an allegation that a member (including yourself) has failed to comply with his or her authority's code of conduct; or

(d) do anything which compromises or is likely to compromise the impartiality of those who work for, or on behalf of, Seaford Town Council.

4. You must not—

(a) disclose information given to you in confidence by anyone, or information acquired by you which you believe, or ought reasonably to be aware, is of a confidential nature, except where—

- (i) you have the consent of a person authorised to give it;
- (ii) you are required by law to do so;
- (iii) the disclosure is made to a third party for the purpose of obtaining professional advice provided that the third party agrees not to disclose the information to any other person; or
- (iv) the disclosure is—
 - (a) reasonable and in the public interest; and
 - (b) made in good faith and in compliance with the reasonable requirements of the authority;

(b) prevent another person from gaining access to information to which that person is entitled by law.

5. You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute.

6. You—

(a) must not use or attempt to use your position as a member improperly to confer on or secure for yourself or any other person, an advantage or disadvantage;

(b) must, when using or authorising the use by others of the resources of your authority—

- (i) act in accordance with your authority's reasonable requirements;
- (ii) ensure that such resources are not used improperly for political purposes (including party political purposes); and

(c) must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

7. —(1) When reaching decisions on any matter you must have regard to any relevant advice provided to you by—

- (a) your authority's proper officer; or

(b) your authority's responsible finance officer,

where that officer is acting pursuant to his or her statutory duties.

(2) You must give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority.

Part 2 – Interests

8. Personal interests

(1) The interests described in paragraphs 8(3) and 8(5) are your personal interests and the interests in paragraph 8(5) are your pecuniary interests which are disclosable pecuniary interests as defined by section 30 of the Localism Act 2011.

(2) If you fail to observe Parts 2 and 3 of the Code in relation to your personal interests-

(a) the Lewes District Council may deal with the matter as mentioned in paragraph 1(5) and

(b) if the failure relates to a disclosable pecuniary interest, you may also become subject to criminal proceedings as mentioned in paragraph 1(4).

(3) You have a personal interest in any business of your authority where either—

(a) it relates to or is likely to affect—

(i) any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;

(ii) any body—

(a) exercising functions of a public nature;

(b) directed to charitable purposes; or

(c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union),

of which you are a member or in a position of general control or management;

(iii) the interests of any person from whom you have received a gift or hospitality with an estimated value of at least £50; or

(b) a decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of (in the case of authorities with electoral divisions or wards) other council tax payers, ratepayers or inhabitants of the electoral division or ward, as the case may be, affected by the decision;

(4) In sub-paragraph (3)(b), a relevant person is—

- (a) a member of your family or a close associate; or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph (3)(a)(i) or (ii).

(5) Subject to sub-paragraphs (6), you have a disclosable pecuniary interest as defined by section 30 of the Localism Act 2011 in any business of your authority where (i) you or (ii) your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) within the following descriptions:

Interest	Description
Employment, office, trade, profession or vacation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by M in carrying out duties as a member, or towards the election expenses of M. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to M's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which

	the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.
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These descriptions on interests are subject to the following definitions;

‘body in which the relevant person has a beneficial interest’ means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest;

‘director’ includes a member of the committee of management of an industrial and provident society;

‘land’ includes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income;

‘M’ means the person M referred to in section 30 of the Localism Act 2011;

‘member’ includes a co-opted member;

‘relevant authority’ means the authority of which M is a member;

‘relevant period’ means the period of 12 months ending with the day on which M gives a notification for the purposes of section 30(1) of the Localism Act 2011;

‘relevant person’ means M or any other person referred to in section 30(3)(b) of the Localism Act 2011;

‘securities’ means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

(6) In sub-paragraph (5), any interest which your partner may have is only treated as your interest if you are aware that that your partner has the interest.

9. Disclosure of personal interests (See also Part 3)

(1) Subject to sub-paragraphs (2) to (3), where you have a personal interest in any business of your authority and you attend a meeting of your authority at which any matter relating to the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

(2) Sub-paragraph (1) only applies where you are aware or ought reasonably to be aware of the existence of the personal interest.

(3) Where you have a personal interest but, by virtue of paragraph 14, sensitive information relating to it is not registered in your authority's register of members' interests, you must indicate to the meeting that you have a personal interest and, if also applicable, that it is a disclosable pecuniary interest, but need not disclose the sensitive information to the meeting.

10. Prejudicial interest generally

(1) Subject to sub-paragraph (2), where you have a personal interest in any business of your authority you also have a prejudicial interest in that business where either-

(a) the interest is a disclosable pecuniary interest as described in paragraph 8(5), or

(b) the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.

(2) For the purposes of sub-paragraph (1)(b), you do not have a prejudicial interest in any business of the authority where that business—

(a) does not affect your financial position or the financial position of a person or body described in paragraph 8;

(b) does not relate to the determining of any approval, consent, licence, permission or registration in relation to you or any person or body described in paragraph 8; or

(c) relates to the functions of your authority in respect of—

(i) an allowance, payment or indemnity given to members;

(ii) any ceremonial honour given to members; and

(iii) setting council tax or a precept under the Local Government Finance Act 1992.

11. Effect of prejudicial interests on participation

(1) Subject to sub-paragraph (2) and (3), where you have a prejudicial interest in any matter in relation to the business of your authority—

(a) you must not participate, or participate further, in any discussion of the matter at any meeting, or participate in any vote, or further vote, taken on the matter at the meeting and must withdraw from the room or chamber where the meeting considering the matter is being held—

(i) in a case where sub-paragraph (2) applies, immediately after making representations, answering questions or giving evidence;

(ii) in any other case, whenever it becomes apparent that the matter is being considered at that meeting;

unless you have obtained a dispensation from your authority;

(b) you must not seek improperly to influence a decision about that matter.

(2) Where you have a prejudicial interest in any business of your authority which is not a disclosable pecuniary interest as described in paragraph 8(5), you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

(3) Where you have a prejudicial interest which is not a disclosable pecuniary interest as described in paragraph 8(5), arising solely from membership of any body described 8(3)(a)(i) or 8(3)(a)(ii)(a) then you do not have to withdraw from the room or chamber and may make representations to the committee but may not participate in the vote.

Part 3 – Registration of Interests

12. Registration of members' interests

(1) Subject to paragraph 13, you must, within 28 days of—

(a) this Code being adopted by the authority; or

(b) your election or appointment to office (where that is later), register in the register of members' interests details of-

(i) your personal interests where they fall within a category mentioned in paragraph 8(3)(a) and

(ii) your personal interests which are also disclosable pecuniary interests where they fall within a category mentioned in paragraph 8(5)

by providing written notification to Lewes District Council's monitoring officer.

(2) Subject to paragraph 13, you must, within 28 days of becoming aware of any new personal interest falling within sub-paragraphs (1)(b)(i) or (1)(b)(ii) or any change to any personal interest registered under sub-paragraphs (1)(b)(i) or (1)(b)(ii), register details of that new personal interest or change by providing written notification to your authority's monitoring officer.

13. Sensitive information

(1) Where you consider that the information relating to any of your personal interests is sensitive information, and Lewes District Council's monitoring officer agrees, the monitoring officer shall not include details of the interest on any copies of the register of members' interests which are made available for inspection or any published version of the register, but may include a statement that you have an interest, the details of which are withheld under this paragraph.

(2) You must, within 28 days of becoming aware of any change of circumstances which means that information excluded under paragraph (1) is no longer sensitive information, notify Lewes District Council's monitoring officer asking that the information be included in the register of members' interests.

(3) In this Code, "sensitive information" means information, the details of which, if disclosed, could lead to you or a person connected with you being subject to violence or intimidation.

14. Dispensations

(1) The council, any sub-committee of the council established for the purpose, the proper officer may, on a written request made to the proper officer of the authority by a member,

grant a dispensation relieving the member from either or both of the restrictions in paragraph 11(1)(a) (restrictions on participating in discussions and in voting), in cases described in the dispensation.

(2) A dispensation may be granted only if, after having had regard to all relevant circumstances, the council, any sub-committee of the council established for the purpose, the proper officer —

(a) considers that without the dispensation the number of persons prohibited by paragraph 11 from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business,

(b) considers that without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business,

(c) considers that granting the dispensation is in the interests of persons living in the authority's area; or,

(d) considers that it is otherwise appropriate to grant a dispensation.

(2) A dispensation must specify the period for which it has effect, and the period specified may not exceed four years.

(3) Paragraph 11 does not apply in relation to anything done for the purpose of deciding whether to grant a dispensation under this paragraph.

Adopted by Seaford Town Council : 16 August 2012