

**Minutes of a Meeting of the  
Joint Staff Committee of  
Adur District and Worthing Borough Councils**

**Gordon Room, Town Hall, Worthing**

**6 September 2013**

**Adur District Council:**  
Councillor Julie Searle  
Councillor Janet Mockridge  
Councillor Richard Burt

**Worthing Borough Council:**  
Councillor Val Turner  
\*Councillor Michael Cloake  
Councillor Keith Sunderland

Absent\*

**JStC/008/13-14     Chairman of the Meeting**

The Committee noted that in accordance with the Joint Committee Agreement, Councillor Val Turner would chair the meeting.

**JStC/009/13-14     Substitute Members**

There were no substitutes for the meeting.

**JStC/010/13-14     Minutes**

**Resolved**, that the public and exempt minutes of the meeting of the Committee held on 6 June be approved as a correct record and they be signed by the Chairman.

**JStC/011/13-14     Declarations of Interest**

There were no declarations of interest.

**JStC/012/13-14     Public Question Time**

There were no public questions.

**JStC/013/13-14     Items Raised under Urgency Provisions**

None.

**JStC/014/13-14     Procedure for Meeting – Final appeal with regards to grievances**

**Resolved**, that the procedure for the meeting as set out in agenda item 7, be agreed.

## **JStC/015/13-14 Exclusion of the Press and Public**

**Resolved**, that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraph of Part 1 of Schedule 12A to the Act indicated against the item.

## **JStC/016/13-14 Appeal Hearing**

The Chairman introduced herself and requested that all those present do the same.

Before the Committee was an exempt report by the Strategic Director, copies of which had been previously circulated as Item 9A.

Also before the Committee was an exempt information submission from the Appellant, previously circulated as Item 9B.

The Committee considered an email request from the appellant for the meeting to be deferred. The Strategic Director put forward a case for the meeting to proceed.

*The meeting was adjourned at 10.45am and reconvened at 11.35am.*

The Committee resolved to not adjourn the meeting to a future date.

As the appellant was not present, the Chairman requested that the Committee move to stage 6 on the procedure note – the Strategic Director who dealt with the grievance at Stage 2 to respond to the allegations.

The Strategic Director who dealt with the grievance at Stage Two was invited to respond to the allegations put forward in the grievance. The Executive Head who dealt with the grievance at Stage One was also invited to provide an overview of his investigation.

Both the Strategic Director and Executive Head of Service answered questions from the Committee.

The respondent then provided a summary of their case.

*The meeting was adjourned at 1.20pm with officers being asked to leave the room to allow the Committee to deliberate over the evidence put before it. The meeting reconvened at 3.18pm.*

The Chairman thanked all parties for their attendance and it was,

### **Resolved:**

That the Joint Staff Committee:-

- i) upheld the decisions of the Executive Head of Service and Strategic Director at Stages One and Two and dismissed the appeal;

- ii) agreed that the decision be confirmed in writing within five working days of the meeting.

The meeting was declared closed by the Chairman at 3.21pm.

**Chairman**