



# Meeting of the Special Advisory Group Minutes - 25 June 2014

## Attendance

**Chair** Cllr Andrew Johnson

### Labour

Cllr Val Evans  
Cllr Roger Lawrence  
Cllr Peter O'Neill  
Cllr Paul Sweet

### Conservative

Cllr Paul Singh  
Cllr Wendy Thompson

### Liberal Democrat

Cllr Richard Whitehouse

### Employees

Keith Ireland  
Sarah Norman  
Kevin O'Keefe  
Dereck Francis

Strategic Director, Delivery  
Strategic Director, Community  
Chief Legal Officer  
Democratic Support Officer

*Item No. Title*

1 **Apologies for absence**

An apology for absence was submitted on behalf of Cllr Elias Mattu.

2 **Declaration of interests**

No declarations of interests were made.

3 **Minutes of the previous meeting (24 April 2014)**

Resolved:

That the minutes of the previous meeting held on 24 April 2014 be approved as a correct record and signed by the Chair.

4 **Matters arising**

With reference to Minute No. 6 (Election arrangements 2014 and beyond) and in response to a question about the timetable for the review of polling stations, Keith Ireland undertook to send a reminder to the Political Groups about the deadline for the consultations.

Cllr Andrew Johnson reported that the full equality analysis of the review of polling stations would need to be submitted to a future meeting of the Advisory Group.

5 **Safeguarding Adults Risk Register - Corporate Roles and Responsibilities**

Sarah Norman presented a report seeking approval to the inclusion of the corporate roles and responsibilities for safeguarding adults at risk within the Council's Constitution.

The Safeguarding Adults at Risk summary of corporate roles and responsibilities is a by-product of the Adult Safeguarding Peer Review Action Plan, developed directly in response to the recommendations of the Adult Safeguarding Peer Review conducted by the Local Government Association (LGA) in September 2013.

Resolved:

That subject to the approval of the Standards Committee, the draft corporate roles and responsibilities for safeguarding adults at risk be recommended to Full Council for approval and inclusion in the Council's Constitution.