

## STANDARDS COMMITTEE Terms of Reference

### **Members**

6 voting Councillors

### **Quorum**

3 Members of the Committee

### **Political proportionality**

are invited to attend.

4 Administration members

2 Opposition members

3 non-voting Independent Persons

## **1. Membership**

- 1.1 The Chair will be appointed by the Full Council at its Annual Meeting. In the absence of the Chair, the members present shall elect a Chair for the meeting from among the members then present, who shall have the second or casting vote. If the Chair subsequently attends the meeting, the person then in the Chair shall vacate it.

## **2. Voting**

- 2.1 All Councillors on the Committee shall have voting rights. In the event of an equality of votes, the Chair of the Committee shall have a second casting vote.

## **3. Procedures**

- 3.1 Except as provided herein, Council Procedure Rules (as applicable to all Committees) shall apply in all other respects to the conduct of the Committee.
- 3.2 Meetings of the Committee shall be held in public, subject to the provisions for considering exempt items in accordance with sections 100A-D of the Local Government Act 1972 (as amended).

## **4. Meetings**

- 4.1 Meetings will be convened at the request of the Monitoring Officer as required during the Municipal Year.

## **5. Responsibilities**

- 5.1 To promote and maintain high standards of conduct by the Members and Co-opted Members of the Council and church and parent governor representatives.
- 5.2 To assist Members, Co-opted Members and church and parent governor representatives to observe the Members' Code of Conduct.
- 5.3 To advise the Council on the adoption or revision of the Members' Code of Conduct.

- 5.4 To monitor the operation of the Members' Code of Conduct.
- 5.5 To advise and recommend training for Councillors, and co-opted Members and church and parent governor representatives on matters relating to the Members' Code of Conduct.
- 5.6 To periodically review the "arrangements" under Section 28 of the Localism Act 2011 under which allegations that a Member or co-opted Member of the Council, or of a Committee or Committee of the Council has failed to comply with the Council's Code of Conduct are considered, investigated and determined.
- 5.7 To consider reports referred to the Committee by the Monitoring Officer of investigations into alleged breaches of the Council's Code of Conduct for Members.
- 5.8 To discharge all the Council's functions under Section 28 of the Localism Act 2011 in relation to considering, investigating and making a decision on allegations that a Member or co-opted Member of the Council, or of a Committee or Committee of the Council, has failed to comply with the Code of Conduct.
- 5.9 To hear an appeal where a Member is dissatisfied with the decision in respect of a complaint against them.
- 5.10 To consider any applications for dispensations from Councillors and co-opted members to allow them to participate in decisions.
- 5.11 To consider any complaints in respect of Members referred to the Committee under the Council's "Whistleblowing" procedure and determining the action to be taken, if any.
- 5.12 To consider, advise and, if appropriate, take action upon other Member conduct issues not otherwise dealt with under these terms of reference.