

Standards Committee Terms of Reference

(Membership as set out in the standards committee procedure rules)

- Promoting and maintaining high standards of conduct by all Councillors and co-opted members within the district.
- Assisting the Councillors and co-opted members to observe the Members' Code of Conduct.
- To provide advice and guidance on the Code of Conduct for members of parish and town councils through the Monitoring Officer.
- Advising the Council on the adoption or revision of the Members' Code of Conduct.
- Monitoring the operation and effectiveness of the Members' Code of Conduct.
- Advising, training or arranging to train Councillors, employees and co-opted members on matters relating to the Members' Code of Conduct.
- Assessment and review of complaints about Members, to conduct determinations' hearings and to impose sanctions as a consequence of a finding of misconduct within the limits set by statutory regulations and following the Standards Board Guidance.
- Granting dispensations to Councillors, co-opted members and Parish and Town Councillors from requirements relating to interests set out in the Members' Code of Conduct.
- Granting exemptions for politically restricted posts.
- To make representation to the Local Government Association, Central Government and Standards Board about any matter relating to the general principles of conduct for Members or employees of the Council.
- To be responsible for liaison between the Council and external agencies in connection with any matter within the Committee's Terms of Reference.
- Provide advice and guidance to Councillors appointed to serve as the Council's representatives on outside bodies.
- To produce an annual report to Council on the activities of the committee.
- To act as a selection panel and to advise the Council on the appointment of independent members and Parish Representatives on the Committee.

- To carry out a general review of the Council's procedures, including the Council's Constitution, where changes are proposed which may impact on the ethical framework and to report to the Council any changes required. Only changes which may impact on the ethical framework need to be considered by the Standards Committee. Whether there is such an impact shall be determined by the Head of Legal and Democratic Services.

The Standards Committee may appoint subcommittees to exercise functions in relation to the hearing, adjudication and determination of any sanction, of cases pursuant to Sections 57A and 57B of the Local Government Act 2000 involving:

- the initial assessment of an allegation;
- the review of any decision to take no action in respect of an allegation;
- a direction that action is taken other than to refer an allegation for investigation and
- the hearing and determination of a complaint and the imposition of a sanction as appropriate following a completed investigation by the Monitoring Officer.