

**Committee: Standards Committee**

**Date: 31<sup>ST</sup> May 2005**

**TERMS OF REFERENCE**

(Chief Executive's Department)

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**1. PURPOSE**

To consider the Terms of Reference for the Standards Committee.

**2. BACKGROUND**

At its Annual Meeting held on 30<sup>th</sup> June 2004, the Council re-established the Standards Committee.

**3. DISCUSSION AND PROPOSALS**

The Terms of Reference for the Standards Committee are attached at Appendix A to this report.

**4. IMPLICATIONS**

4.1 Policy Implications

The report is in line with the policy agreed by the Council at its meeting on 30<sup>th</sup> June 2004.

4.2 Policy, Financial, Planning, Environmental, Staffing and Accommodation, Equal Opportunities and Other Corporate Implications

None.

**5. RECOMMENDATION**

That the Terms of Reference be noted.

**BACKGROUND DOCUMENTS**

- Council Agenda – 30<sup>th</sup> June 2004.

**1. Membership**

5 – Comprising 3 Councillors and 2 Independent Members

**2. Quorum**

3 – to include an Independent Member

**3. Reports to**

Council (see 4. below).

**4. Extent of Authority**

All matters within terms of reference (some functions of the Committee are direct statutory obligations, which are not delegated from full Council).

**5 Terms of Reference**

- 5.1 To promote and maintain high standards of conduct by councillors and co-opted members;
- 5.2 To assist councillors and co-opted members 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, train or arrange to train councillors and co-opted members on matters relating to the Members' Code of Conduct;
- 5.6 Responsibility for granting dispensations to councillors and co-opted members from requirements relating to interests set out in the Members' Code of Conduct;
- 5.7 To deal with any reports from a case tribunal or interim case tribunal, and any report from the monitoring officer on any matter that is referred by an ethical standards officer to the monitoring officer;
- 5.8 To deal with any matters referred from the Full Council or any other body;
- 5.9 To consider reports and other communications from external and internal audit relating to good governance and the ethical standards of this Authority and without any limitation on the statutory powers of the Standards Committee making recommendations to the Executive or a Committee of the Council following such consideration;
- 5.10 To review aspects of the Constitution relating to other terms of reference for this Committee including matters covered by the ethical governance audit;

- 5.11 To receive and consider general reports and communications from the Ombudsman and, at the discretion of the Committee, reporting and making recommendations to the appropriate body;
- 5.12 To review and make recommendations on protocols and employment contract conditions dealing with ethical standards for officers' behaviour;
- 5.13 To consider and make recommendations as appropriate on all protocols affecting the conduct of Members and officers;
- 5.14 To review the register of Members' Interests at such times and in such a manner as the Committee feels appropriate.

1.