

Standards Committee Working Group

Terms of Reference

Scope and Remit

To review, examine and explore the ethical framework, including such options, procedures, arrangements considered necessary to enable the Council discharge its duties and obligations arising under the Localism Act 2011 in relation to promoting and maintaining high standards of Member conduct.

In particular, to:

1. Develop the ethical framework relating to Members;
2. Review and revise (as appropriate) the terms of reference of the Council's Standards Committee and its Panels;
3. Review and revise the Members' Code of Conduct (as appropriate);
4. Monitor and deal with the recruitment arrangements for independent persons;
5. Review the current Register of Interests to consider its effectiveness;
6. Propose new arrangements, procedures and protocols necessary to effectively deal with complaints made under the Members' Code of Conduct;
7. Propose new arrangements and procedures to deal with dispensations;
8. Consider Member/Co-opted Member training needs;
9. Propose a new protocol for dealing with and making referrals to the Police in relation to alleged criminal activities/offences; and
10. Consider and undertake any other actions, steps or measures considered necessary/important to assist the Council promote and maintain high standards of conduct by Members.
11. Consider the implications and affect of any emerging legal and legislative changes, including any guidance and/or definitive advice provided.
12. Assist the Monitoring Officer undertake, co-ordinate, and lead a consultation exercise involving members so as to help improve and maintain high standards of Member conduct.
13. Review and revise the Council's Member ICT Policy.

The Working Group shall make recommendations to the Council's Standards Committee in relation to the matters and issues mentioned above.

Membership

The Working Group shall consist of two Members of each political group.

The Chairperson of the Standards Committee will be a member of the Working Group.

Any Member of the Working Group is entitled to nominate a deputy to attend meetings of the Working Group on his/her behalf providing the nominee is a Member of the Council's Standards Committee.

Meetings

The Working Group shall meet as frequently as considered necessary.

The meeting shall be chaired by the Standards Committee chairperson.

Meetings shall be quorate providing the Chair (or his/her deputy) and at least one eligible Member from each political party are in attendance.

Meetings of the Working Group shall be held in private and the provisions relating to Access to Information shall not apply.

Decision Making

The Working Group shall only be permitted to make recommendations to the Council's Standards Committee in relation to matters falling within its scope and remit.

Administration

The Working Group shall be administered and supported by officers from the Council's Legal & Member Services Section.