

## APPENDIX 1

### ***Standards Committee***

Membership - see Appendix at Section 4.1A.

Functions

These are set out in Article 9.03

Delegations

The Committee shall exercise full powers, duties and functions as set out above.

### ***Local Determination/Investigation Hearings Sub Committee***

Membership - see Appendix at Section 4.1A.

Functions

- (a) To undertake local determination hearings as directed under the Local Authorities (Code of Conduct) (Local Determination) Regulations 2003 when Ethical Standards Officers refer completed investigation reports to Monitoring Officers.
- (b) To undertake local investigation hearings as directed under the Local Authorities (Code of Conduct) (Local Determination) (Amendments) Regulations 2004 when, following investigation by the Monitoring Officer, the final report concludes that there was a breach of the Code of Conduct or the Standards Committee having considered a final report that concludes there was a no breach, decides there is a case to answer.

Delegations

Full delegation to determine all matters as appropriate.

## **Article 9 – The Standards Committee**

### **9.01 Standards Committee**

The Council will establish a Standards Committee

### **9.02 Composition**

(a) **Membership.** The Standards Committee will be composed of at least:

- two councillors other than the Leader;
- one person who is not a councillor or an officer of the Council or any other body having a Standards Committee (an independent member);
- one member of a Parish Council wholly or mainly in the Council's area (a parish member).

NB No more than one member who is a member of the Cabinet will be a member of the Standards Committee and at least 25% of the members will be independent members.

(b) **Independent members.** Independent members will be entitled to vote at meetings;

(c) **Parish members.** At least one parish member must be present when matters relating to Parish Councils or their members are being considered;

(d) **Chairing the Committee.** A member of the Cabinet may not chair the committee;

(e) **Quorum.** At least three members (including at least one independent member).

### **9.03 Role and Function**

The Standards Committee will have the following roles and functions:

(a) promoting and maintaining high standards of conduct by councillors and co-opted members;

(b) assisting councillors and co-opted members to observe the Members' Code of Conduct;

(c) advising the Council on the adoption or revision of the Members' Code of Conduct;

- (d) monitoring the operation of the Members' Code of Conduct;
- (e) advising, training or arranging to train councillors and co-opted members on matters relating to the Members' Code of Conduct;
- (f) granting dispensations to councillors and co-opted members from requirements relating to interests set out in the Members' Code of Conduct;
- (g) dealing with any reports from a case tribunal or interim case tribunal, and any report from the monitoring officer on any matter which is referred by an ethical standards officer to the monitoring officer,
- (h) the exercise of (a) to (g) above in relation to the parish councils wholly or mainly in its area and the members of those parish councils;
- (i) advising the Council on the adoption and subsequent review of a Code of Conduct for officers;
- (j) advising, training or arranging to train officers on matters relating to the Code of Conduct for officers;
- (k) setting up procedures for the investigation of and subsequent report on, alleged breaches of the Codes of Conduct for Members and officers;
- (l) advising the Council on the adoption and subsequent review of the Council's Whistleblowing Code;