

APPENDIX 3

STANDARDS COMMITTEE

Number of Members	<p>5</p> <p>Party Group Leaders may not be members, or act as substitutes for members, on the Standards Committee</p>
Number of co-opted non-voting Members	<p>1 Parish Representative, who may not also be Borough Councillors.</p> <p>1 Independent Observer (non statutory / non-voting) (transitional period, subject to annual review)</p>
Politically Balanced Y/N	Y
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22)
Terms of Reference	<p>The Standards Committee will have the following roles and functions:</p> <ul style="list-style-type: none"> a. promoting and maintaining high standards of conduct by Councillors and any co-opted members of Council bodies; b. assisting the 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;

	<ul style="list-style-type: none"> 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 report from the Monitoring Officer following an investigation into a complaint concerning the Members' Code of Conduct; h. considering and determining allegations that a Councillor or co-opted Councillor may have failed to follow the Code of Conduct and where a breach of the Code is established making recommendations as to any sanctions to the appropriate person or body. i. the exercise of g – h above in relation to the Parish Councils in the Council's area and the members of those parish Councils; j. monitoring, and reviewing the operation of the Protocol on Member-Officer relations; k. monitoring and reviewing the operation of the Protocol on Member-Member Relations.
Whipping arrangements	No Party Group whip is permitted.
Substitutes	<p>Trained substitutes are permitted for Borough Councillors.</p> <p>A nominated trained Parish Councillor substitute is permitted for the co-opted non-voting Parish Representative.</p>
Special provisions as to membership	<p>Only those Councillors who have undertaken appropriate training may sit on the Standards Committee.</p> <p>Quasi-Judicial meetings training will be required before Members sit on Hearings.</p>