

Draft Terms of Reference

These are draft Terms of Reference which will be updated based on the detail of the processes to be developed. Any updates will be brought back to Members for approval.

The draft **Terms of Reference for the Standards Committee** may include some or all of the following functions:

- promoting and maintaining high standards of conduct by elected Members and officers
- a commitment to encourage positive joint working across political groups and between officers and Members and to uphold the high standards of values and behaviours in a relationship of mutual trust
- advising the Council on the Code of Conduct for Councillors including any revisions to the Code
- oversight of any training required to train Members and relevant officers on all matters relating to standards and the promotion of the 12 Principles of Conduct in public life, including the Local Government Code of Conduct for Councillors and any associated training identified by the Committee
- oversight of the Members' Register and Declaration of Interests
- to develop, monitor and review any local protocols required to support the standards regime within the Council
- to keep under review the Local Government Employee and Councillor Working Relationship Protocol
- to consider any minutes of a formal meeting held under Section 5.9 of the Local Government Employee and Councillor Working Relationship Protocol
- oversight of the Local Resolution Protocol which will deal with "low level disputes" alleging breaches of the Code of Conduct for Councillors and is designed to restore positive working relationships through mediation¹
- consideration of any recommendation by the Monitoring Officer to refer any Councillor to the Local Government Commissioner for Standards in respect of any potential breach of the Code of Conduct for Councillors, particularly where the alleged breach relates to a matter which would potentially have a reputational consequence for the Council
- the Monitoring Officer will retain a residual right to refer any matter to the Commissioner for Standards regardless of whether the Standards Committee has endorsed a recommendation from the Monitoring Officer to do so
- oversight of any mediation process required to restore internal relationships between political parties, Members and/or officers
- consideration of update reports into investigations carried out by the Public Services Ombudsman / Commissioner for Standards.
- oversight of the implementation of recommendations made by the Public Services Ombudsman / Commissioner for Standards.

¹ The Local Resolution Protocol will only deal with minor complaints about councillors made by other councillors. The Protocol will not consider complaints made by officers, members of the public or other third parties. The Protocol will not consider complaints made about officers.

- providing recommendations to the Strategic Policy and Resources Committee in respect of any amendments which need to be made to the Council Constitution in relation to the standards regime within the Council
- consideration of issues in relation to corporate ethics including ethical standards, procurement, trading and investment