

APPENDIX 2

Standards Committee – Original Terms of Reference of the Committee (Board)

1. To advise the Council on the preparation and adoption of local Codes of Conduct for Members and officers, which build on existing good practice in the Authority and take into account national models and guidance.
2. To submit the Codes of conduct for consideration and approval by full Council; to carry out periodic reviews of the operation of the codes and to recommend revisions as appropriate.
3. To monitor the implementation of the Codes to ensure they are fully understood and applied throughout the Authority; to ensure that necessary training and guidance is provided to Members and officers in pursuit of these objectives.
4. To investigate any lapses of standards, advise on matters of fact and to make recommendations to the Council as appropriate; to investigate and deal with breaches of the Codes and such other matters referred to it by the Standards Board for England.
5. To review arrangements on Members' and officers' declarations of interest, to monitor the operation of such arrangements and to offer advice on their application.
6. To establish and monitor the operation of complaints procedures and whistle blowing procedures.
7. To review arrangements for designating politically restricted posts; to recommend a protocol on Member/employee relations and to review its operation.
8. To review and monitor the application of the Council's Standing Orders, Financial Regulations, Contract arrangements and other such provisions.
9. To maintain and review codes of practice relating to public access to information, confidentiality, and arrangements for data protection.
10. To review the Council's methods of decision-making, including the application of 'political balance' arrangements and the procedures for appointment of Council representatives to outside bodies, and to make recommendations to the Council.
11. To consider, and to offer advice and guidance as appropriate, on matters which are outside the remit of the Codes but which could have a bearing on public perceptions of the honesty and integrity of the Council, its Members and officers.
12. To consider reports relevant to the Board's general remit referred to it by the Council's Monitoring Officer; to make such comments and to agree such recommendations as it thinks appropriate before the reports are submitted to full Council for consideration and determination.

13. To consider reports arising from external inspections, audit investigations, Ombudsman investigations, legal challenges and other sources which cast doubt on the honesty or integrity of the Council, its Members or officers, and to recommend action to full Council as appropriate.
14. To consider and make recommendations on such other matters as the Board itself thinks appropriate, or which are referred for its attention by full Council, which further the aim of promoting and maintaining the highest standards of conduct within the Authority.