



JOB DESCRIPTION

for

INDEPENDENT MEMBER OF STANDARDS COMMITTEE

N.B. The person appointed my need to be able to act as Chair / Vice Chair (if appointed by the committee). An inability to attend meetings regularly would necessitate a review of the appointment.

JOB PURPOSE

To sit as a member of the Council's Standards Committee. To act as Chair / Vice Chair (if appointed)

PRINCIPAL RESPONSIBILITIES

- Promote and maintain high standards of conduct by Councillors, co-opted members and church and parent governor representatives;
- Assist the Councillors, co-opted members and church and parent governor representatives to observe the Members' Code of Conduct and associated local protocols;
- Advise the Council on the adoption or revision of the Members' Code of Conduct and associated local protocols;
- Monitoring and review the operation of the Members' Code of Conduct and associated local protocols;
- Develop for recommendation to the Council local protocols to supplement the Members' Code of Conduct;
- Enforce local protocols and apply sanctions in respect of breaches as appropriate;
- Advise, train or arrange to train Councillors, co-opted members and church and parent governor representatives on matters relating to the Members' Code of Conduct and associated local protocols;

- Grant dispensations to Councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct and associated local protocols;
- Deal with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter which is referred to that officer by the Local Commissioner for Administration in Wales (Ombudsman);
- Keep under review, amend and make additional provisions to the Protocol on Member/Officer relations;
- Monitor the Officers' Code of Conduct to ensure consistent application and enforcement Council-wide;
- Oversee the general overview of probity matters arising from the Local Commissioner for Administration in Wales (Ombudsman) reports, Monitoring Officer reports and Audit reports;
- Exercise all of the above in relation to the Community Council wholly or mainly in its area and the members of the Community Council.