

Committee	Date	Classification	Report No.	Agenda Item No.
Standards Advisory Committee	18th June 2013	Unrestricted		
Report of: Assistant Chief Executive (Legal Services)		Title : Standards (Advisory) Committee: Terms of Reference,, Membership, Quorum, Dates of meetings and Establishment of Sub-Committees 2013/14		
Originating Officer(s) : Angus Taylor, Principal Committee Officer, Democratic Services		Ward(s) affected: All		

1. Summary

- 1.1 This report sets out the Terms of Reference, Membership, Quorum and Dates of meetings of the Standards (Advisory) Committee [SAC] for the Municipal Year 2013/14; and invites the Committee to establish Sub-Committees in accordance with the Standards arrangements agreed by the Authority.

2. Recommendation

The SAC is recommended to:-

- 2.1 Note its Terms of Reference, Membership, Quorum, Dates of future meetings and timing thereof, as set out in Appendices 1, 2 and 3 to this report;
- 2.2 Note the current vacancy in the co-opted membership of the SAC, resulting from the resignation of Ms Sue Rossiter in 2013;
- 2.3 Establish the following sub-committees for the municipal year 2013/14, to be convened as required on an ad hoc basis with membership agreed by the Monitoring Officer from amongst the members of the SAC, including in each case a minimum of three members, at least two of whom shall be co-opted members in accordance with the arrangements agreed by the Authority:-
- Investigation and Disciplinary Sub-Committee
 - Hearing Sub-Committee

- Dispensations Sub-Committee

3. Background

- 3.1 At the Annual General Meeting (AGM) of the full Council held on 22 May 2013, the Authority approved the proportionality, establishment of the Committees and Panels of the Authority and appointment of Members thereto. This included the establishment of the SAC which first came into existence in July 2012, following changes to the Standards regime in the Localism Act 2011.
- 3.2 It is traditional that following the full Council AGM at the start of the Municipal Year, at which various committees are established, that those committees note their Terms of Reference, Membership and Quorum for the forthcoming Municipal Year. These are set out in Appendix 1 and 2 to the report respectively.
- 3.3 The dates of SAC meetings for the remainder of the Municipal Year, agreed by the full Council on 17th April 2013 [Calendar of Meetings for the 2013/14 Municipal Year] are set out in Appendix 3 to this report.
- 3.4 Meetings are scheduled to take place at 7.30pm in accordance with the Calendar of Meetings for the 2013/14 Municipal Year agreed by the full Council and set out in the Committee Rules of Procedure in the Authority's Constitution.

4. Composition of the SAC

4.1 Membership:

- 4.1.1 The Authority (full Council) has agreed that the SAC shall comprise of:
 - Members of the Council (not including the Mayor or more than one Cabinet Member), appointed by the full Council in accordance with the requirements of political proportionality.

- Up to seven persons who are not Members or officers of the Council or any other relevant authority (i.e. Co-opted members) who will be entitled to vote at meetings.

4.1.2 When the SAC was first established in 2012, six of the seven independent members of the former Standards Committee were re-appointed as co-opted members of the SAC, by the full Council, for a four year term of office (to May 2016), subject to confirmation at the full Council AGM. Co-opted members may serve as many terms of appointment as the full Council considers appropriate. A person may not be appointed as a co-opted member of the SAC or one of its sub-committees unless the appointment is approved by full Council.

4.1.3 In 2012, the seventh independent member (and Chair) of the former Standards Committee, Mr. Barry O'Connor, was appointed as the interim 'Independent Person' under the new Standards arrangements agreed by the Authority. Mr O'Connor was therefore not appointed as a co-opted member of the SAC, it was agreed on his appointment as Interim IP that he would return as co-opted member once his interim role finished. It was agreed that Mr. O'Connor continue to be invited to attend SAC meetings as an observer. A progress update on the recruitment of a permanent Independent Person is detailed for consideration elsewhere on the agenda.

4.1.4 In 2013 a further vacancy arose in the co-opted membership of the SAC, resulting from the resignation of Ms Sue Rossiter. and this vacancy will need to be advertised

4.2 Chairing the Committee

The full Council has agreed that the Chair and the Vice Chair of the SAC will be appointed from the co-opted members of the SAC.

4.3 Quorum

The quorum for meetings of the SAC and for each of its sub-committees is three of the total membership and this must

include at least one councillor and one co-opted member. A co-opted member shall Chair the meeting.

5. Comments of the Chief Financial Officer

5.1 This report describes the Terms of Reference, Membership, Quorum and Dates of meetings of the SAC for the Municipal Year 2013/14 for the information of members of the Committee. It also invites the SAC to establish Sub-Committees.

5.2 There are no specific financial implications arising from the reports recommendations however in the event that the Authority agrees further action in response to this report's recommendations then officers will be obliged to seek the appropriate financial approval before further financial commitments are made.

6. Concurrent report of the Assistant Chief Executive (Legal)

6.1 The Localism Act 2011 introduced a number of changes to the Standards regime. The Authority has amended its own arrangements in line with those, including the establishment of a Standards (Advisory) Committee.

6.2 The information provided for the Committee to note is in line with the Authority's Constitution and the resolutions made by the full Council on 18th May 2011 and the full Council AGM held on 22nd May 2013.

6.3 The report incorporates legal comments.

7. One Tower Hamlets Considerations

7.1 There are no specific One Tower Hamlets considerations, including anti-poverty and equal opportunity implications, arising out of this report.

8. Sustainable Action for a Greener Environment

8.1 There are no specific SAGE implications arising from the recommendations in the report.

9. Risk Management Implications

- 9.1 A robust Standards (Advisory) Committee is essential in ensuring the resilience of the Authority's ethical framework.

10. Crime and Disorder Reduction Implications

- 10.1 There are no specific crime and disorder reduction implications, arising out of this report.

11. Appendices

Appendix 1 SAC Terms of Reference

Appendix 2 SAC Membership 2013/14

Appendix 3 SAC Scheduled Meeting Dates 2013/14

LOCAL GOVERNMENT ACT, 1972 SECTION 100D (AS AMENDED)

LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT

Brief description of "background paper"	Name and telephone number of holder and address where open to inspection
No unpublished background papers	N/A