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| Committee Standards Committee | Date 17th June 2008 | Classification Unrestricted | Report No. | Agenda Item No. |
| Report of: Assistant Chief Executive Originating Officer(s): Paul Ward | | Title Standards Committee - Roles and Functions, Membership and Dates of Meetings Ward(s) affected: N/A | | |

1. SUMMARY

- 1.1 This report details the roles and functions of the Standards Committee, its membership and dates of meetings.

2. RECOMMENDATION

- 2.1 That the report be noted.

**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**

Council Minutes 21/05/08

Paul Ward
Democratic Services
020 7364 4207

3. BACKGROUND

- 3.1 The Standards Committee was re-established by Council at its Annual meeting held on Wednesday 21st May 2008. This report details the roles and functions of the Committee, its membership and dates of meetings.

4. ROLES AND FUNCTIONS

- 4.1 The Standards Committee has the following roles and functions.

- (a) promoting and maintaining high standards of conduct by Councillors, co-opted Members, church, other faith and parent governor representatives;
- (b) assisting the Councillors, co-opted Members and church, other faith and parent governor representatives 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 on the training of Councillors, co-opted Members and church, other faith and governor representatives on matters relating to the Members' Code of Conduct;
- (f) granting dispensations to Councillors, co-opted Members, church, other faith and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct;
- (g) dealing with any reports from a case tribunal or interim case tribunal and any report from the Monitoring Officer on any matter which is referred by an Ethical Standards Officer to the Monitoring Officer;
- (h) advising the Council on other Codes and Protocols forming the Authority's ethical framework;
- (i) to consider arrangements for the appointment of Independent Members to the Committee;
- (j) to review the Corporate Governance Framework of the Council ensuring the authority operates within a robust framework;
- (k) to consider any report referred to it by Cabinet or any other Committee where there are implications for ethical standards and report back as appropriate;
- (l) to receive whistleblowing reports and reports on any ethical issues arising from audit investigations;
- (m) to receive reports on complaints;
- (n) to report annually on its work to Council; and

- (o) to appoint sub-committees, each of which must be chaired by an Independent Member, to discharge any function specified in sections 57A and 57B of the Local Government Act 2000 (initial assessment and review of complaints relating to Member conduct).

5. MEMBERSHIP

5.1 The Council's Constitution details the composition of the Standards Committee as:-

- six Councillors (who may not include the Leader or more than one other Cabinet Member), to include two from the majority group and one from each of the other political groups on the Council; and
- nine suitable persons (an 'Independent Member') who are not Councillors or officers of the Council or Members of any other body having a Standards Committee and who are not related to or have a close friendship or relationship with Councillors or Officers of the Council.

5.2 Independent Members are entitled to vote at meetings.

5.3 A member of the Cabinet may not chair the Committee and the Chair and Vice-Chair of the Committee will each be an Independent Member.

6. CURRENT MEMBERSHIP

6.1 The Annual Meeting of Council held on 21st May 2008 appointed the Councillors shown below to membership of the Committee. There is one vacancy as the Conservative group have not confirmed their nomination.

| <u>Members</u> | | <u>Deputies</u> |
|----------------------------|---|--|
| Councillor Alex Heslop | - | |
| Councillor Ann Jackson | - | |
| Councillor Abjol Miah | - | |
| Councillor Stephanie Eaton | - | Councillors Tim O'Flaherty, Azizur Rahman Khan and Abdul Matin |
| Councillor Lutfa Begum | - | Councillors Oliur Rahman and Rania Khan |

6.2 The following Independent Members of the Committee were re-appointed by the Council on 21st May 2008:

Mr Satnam Bains
Ms Suzette Barry

Mr Patrick O'Connor
Sister Christine Frost
Mr Muhammad Habibur Rahman

- 6.3 The following Independent Members of the Committee were newly appointed by the Council on 21st May 2008, to serve until 20th May 2011:

Mr Ibrahim Ali
Mr Eric Pemberton

- 6.4 A recruitment process is currently under way with a view to appointing two further Independent Members to bring the total number of such Members to nine as provided for in the Constitution.
- 6.5 The Committee's quorum as set out in the Council's Constitution is three Members, including one Independent Member.

7. DATES OF MEETINGS

- 7.1 Council has agreed a schedule of dates for Council, Cabinet and Committee meetings and the following are the scheduled dates for the remaining meetings of the Standards Committee during the current municipal year:-

- 28th October 2008
- 20th January 2009
- 21st April 2009

- 7.2 Meetings will be held at Committee Room 1, Town Hall, Mulberry Place at 7.30 p.m.

8. COMMENTS OF THE CHIEF FINANCIAL OFFICER

- 8.1 There are no financial implications arising from this report.

9. CONCURRENT REPORT OF THE CHIEF LEGAL OFFICER

- 9.1 Pursuant to section 53 of the Local Government Act 2000, the Council is required to establish a Standards Committee. Under section 54 of the same Act, the functions of that committee shall be to promote standards of conduct by Members and such other functions as considered appropriate. The current roles and functions are set out in the Council's Constitution.

10. ANTI-POVERTY AND EQUAL OPPORTUNITY/IMPLICATIONS

- 10.1 There are no anti poverty or equal opportunity implications arising from this report.

11. RISK ASSESSMENT

11.1 A robust Standards Committee is essential in ensuring the resilience of the Council's ethical framework.

12. RECOMMENDATION

12.1 That the report be noted.