

Committee: Standards Committee	Date: 18 May 2018
Subject: Standards Committee – Terms of Reference	Public
Report of: Town Clerk	For Decision

Summary

The purpose of this report is for the Standards Committee to consider and approve its terms of reference, and that of its sub committees, following the outcome of the review of the Standards framework that is referred to elsewhere on the agenda. The revisions to the Committee's terms of reference would then be reported to the Policy and Resources Committee and the Court of Common Council for approval.

Details of the proposed amendments to the terms of reference, in the light of the outcome of the Standards framework review, are set out in the paper and its appendices.

Recommendations

It is recommended that, subject to any comments

- (a) the draft terms of reference of the Committee be approved for submission to the Court of Common Council, as set out in Appendix 1.
- (b) The draft terms of reference of the Sub-Committees be approved, as set out in Appendix 2.

Main Report

1. This report sets out proposed amendments to the terms of reference of the Standards Committee following the outcome of the review of the Standards framework.

Standards Committee – terms of reference

2. The Standards Committee's draft terms of reference are set out in Appendix 1. The outcome of the review of the Standards framework necessitates some amendments to the previous terms to bring them in line with the recommendations approved on the framework review.
3. The review outcome approved the appointment of a Standards Appeal Committee (12 members, comprising elected Aldermen and Common Councilmen of the Corporation, who are not members of the Standards Committee) to conduct the appeals process of the complaints procedure, and

the membership of that committee and its terms of reference has now been approved by the Court. However, the new committee will not determine any appeals until a date to be fixed by the Town Clerk under delegated authority, to allow for a seamless transition following the training of the Standards Appeal Committee, the amendment of the Standards Committee terms of reference arising from the review outcome, and the coming into force of the new complaints procedure.

4. The proposed inserted amendments to the Standards Committee's draft terms of reference in Appendix 1 are set out in bold and italics with deletions to current text crossed through.

Sub Committees' terms of reference

Allegations of breaches of the Members' Code of Conduct

3. The Localism Act 2011 requires the City of London Corporation to have in place arrangements under which written allegations of a breach of the Members' Code of Conduct can be investigated and decisions on those allegations taken. These arrangements apply to both Members and Co-opted Members.
4. To carry out its functions efficiently and effectively, and to avoid any conflicts of interest, the Standards Committee has previously had three separate Sub Committees for different stages of the complaints process, Assessment, Hearing and Appeals Sub-Committees. As stated above, a revised complaints procedure is being introduced with the appeals process under the control of the Standards Appeal Committee.
5. The draft terms of reference for each of the Standards Committee's complaints procedure sub committees are set out at Appendix 2, with proposed additions to previous text arising from the review in italics and bold and deletions crossed through.

Dispensations

6. Established in September 2013, the principal function of the Dispensations Sub Committee is to consider requests for a dispensation from elected Members and Co-opted Members to speak and/or vote on a specific matter(s), in-line with the City of London Corporation's criterion. Consequently, the Sub Committee will meet on an ad hoc basis as and when requests for a dispensation are received.

Appendices:-

- **Appendix 1** – The Standards Committee's draft terms of reference, amended to show required changes following the outcome of the Standards review.
- **Appendix 2** - The Sub Committees draft terms of reference, amended to show required changes following the outcome of the Standards review.

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