

STANDARDS COMMITTEE

Below, against the Standards Committee's **Terms of Reference**, is some commentary to highlight its various roles and responsibilities, where necessary, so it is clear where thought as to the reallocation of responsibilities may be required:

To be responsible for:-

- (a) promoting and maintaining high standards of conduct by Members and Co-opted Members of the City of London Corporation and to assist Members and Co-opted Members to observe the City of London Corporation's Code of Conduct;
- (b) preparing, keeping under review and monitoring the City of London Corporation's Member Code of Conduct and making recommendations to the Court of Common Council in respect of the adoption or revision, as appropriate, of such Code of Conduct – **the current Code was last approved by the Court on 16 July 2020. That version can be found [HERE](#). There is no cross-reference within the Code itself to the Complaints procedure. Lisvane recommends a role for the Governance & Nominations Committee.**
- (c) keeping under review, monitoring and revising as appropriate the City of London Corporation's Guidance to Members on the Code of Conduct and the complaints procedure and relevant paperwork, reporting any changes on these documents to the Court of Common Council in the Committee's annual report. – **last approved by the Court on 8 March 2018. The document can be found [HERE](#). Again, no explicit reference to the Complaints Procedure here, although it does reference the Officer/Member Protocol – para 37 onwards.**
- (d) keeping under review by way of an annual update by the Director of HR, the City of London Corporation's Employee Code of Conduct and, in relation to any revisions, making recommendations to the Establishment Committee – **essentially this is an annual report from HR to the Standards Committee and any issues they have are ultimately passed to Establishment for consideration and approval if they see fit.**
- (e) keeping under review and monitoring the Protocol on Member/Officer Relations and, in relation to any revisions, making recommendations to the Establishment Committee- **again, this is an annual report from HR to the Standards Committee and any issues they have are ultimately passed to Establishment for consideration and approval if they see fit.**
- (f) advising and training Members and Co-opted Members on matters relating to the City of London Corporation's Code of Conduct – **this is provided by the Comptroller & City Solicitor as Monitoring Officer. He undertakes training open to all Members periodically and training is also offered to all as part of the induction programmes we run after all out elections. Members of the**

Standards Committee receive more in-depth training around the handling of Complaints, etc.

- (g) monitoring all allegations referred to it and dealing with assessment of and any hearing into any allegations of breach of the City of London Corporation's Code of Conduct in respect of Members and Co-opted Members, and in particular – **this is governed by the Complaints Procedure which has been in force since 19 July 2018 and can be found [HERE](#) .**
- (i) to determine whether any allegation should be investigated by or on behalf of the Town Clerk or the Monitoring Officer and their findings reported to the Committee – **this is currently done via an Assessment Sub-Committee which is drawn from the membership of the Standards Committee as and when required.**
 - (ii) in relation to any allegation that it has decided to investigate, to determine whether there has been a breach of the Code of Conduct, taking into account the views of an Independent Person appointed under the Localism Act 2011 – **this is currently done via a Hearing Sub-Committee which is also drawn from the membership of the Standards Committee.**
 - (iii) where there has been a breach of the Code of Conduct, to determine the appropriate sanction, and where this involves removal of a Member or Co-opted Member from any committee or sub-committee, to make an appropriate recommendation to the relevant appointing body – **this is also the job of the Hearing Sub-Committee at present.**
- (h) dealing with/determining applications for Dispensation – **this process is currently managed via a Dispensations Sub-Committee; however, the authority to decide applications for certain types of straightforward dispensations has been delegated to the Town Clerk – the Dispensations Policy/Guidance can be found [HERE](#) and has been in operation since January 2020. Mention of Section 618 and the limitations this poses can be found at paras 20 and 21.**
- (i) To prepare an annual report on its activity for submission to the Court of Common Council.