

**DARTFORD BOROUGH COUNCIL**

**ANNUAL MEETING**

**REVISED**

**STANDING COMMITTEES, BOARDS AND PANELS  
OF THE COUNCIL**

**STANDARDS COMMITTEE [REPORTING TO THE COUNCIL]**

**Chairman:** To be appointed  
**Vice-Chairman:** Mr A J Thrussell  
**Membership:** Councillors I D Armitt, M J Davis, D A Hammock, A R Martin, P J Scanlan and Mrs D J Stoate

**Independent Members/Persons:** Mr P Collins, Mrs P Walker plus one vacancy

**Parish/Town Council Representative (voting):** Councillor C Armstrong  
Councillor Mrs I Gutteridge  
Plus one substitute vacancy

**TERMS OF REFERENCE**

- (1) To regulate and act as an independent arbiter and guardian of the public interest in relation to Borough and Parish/Town Councils corporate governance arrangements in so far as these relate to standards of conduct (how behaviour in the organisation of the Councils is governed), including issues related to the declaration and registration of interests and gifts and hospitality.
- (2) To promote and maintain high standards of conduct by Borough and Parish/Town Councillors and Co-opted Members.
- (3) Through a sub-committee, to be responsible for the initial assessment of Member misconduct allegations and to determine whether the allegations should be investigated.
- (4) Through a sub-committee, to review decisions not to investigate a particular allegation.
- (5) Through a sub-committee, to hear evidence relating to alleged breaches of the Member Code of Conduct in accordance with the procedures adopted by the Committee.
- (6) To be responsible for sanctions/censure arrangements to deal with cases where Member conduct falls short of the standards required.
- (7) To receive reports from the Monitoring Officer on Member Code of Conduct related issues.
- (8) To develop, advise on, and facilitate training in ethical standards.
- (9) To assist Borough and Parish/Town Councillors and Co-opted Members to observe the Member Code of Conduct and any other local codes/protocols which may be in place from time to time.

# DARTFORD BOROUGH COUNCIL

## ANNUAL MEETING

### REVISED

- (10) To monitor the effectiveness of the Member Code of Conduct (Borough and Parish/Town Councils) and local protocols.
  - (11) To monitor and review the Constitution in accordance with Article 15 of the Constitution.
  - (12) To grant dispensations to Borough and Parish/Town Councillors and Co-opted Members from the requirements relating to interests set out in the Member Code of Conduct.
  - (13) To deal with reports of the Monitoring Officer regarding alleged breaches of the Member Code of Conduct (Borough and Parish/Town Councils).
  - (14) To appoint one or more sub - committees for the purposes of discharging any of the Committee's functions.
  - (15) To appoint a Standards Sub Committee to deal with Parish/Town Council matters and to determine the representation and term of office of members of the Sub Committee after consultation with the Parish/Town Councils.
- NB:** The duties of the Monitoring Officer in relation to Parishes does not extend to the responsibility to report on contraventions of the law or maladministration investigations. When exercising Standards Committee functions in relation to Parish/Town Council matters (including matters related to a member of a Parish/Town Council), the Committee (or any Standards Sub Committee appointed by the Committee) must ensure that its member composition includes a Parish/Town Council representative and an independent member/person.
- (16) To consider applications for exemption from political restriction and to give directions.
  - (17) To refer cases to the Standards Board for England in accordance with guidance issued by the Board from time to time.
  - (18) To refer cases to the Adjudication Panel for England for a decision, where the Committee considers that the action it could take and/or the sanctions available to it, are insufficient.

### Additional Role

To review the Whistleblowing Policy and Corporate Complaints Procedure to ensure that robust arrangements are in place for the proportionate and independent investigation of such matters and for appropriate follow-up action and to recommend accordingly to the Cabinet.