

## **Member of a Standards Committee Role Description**

### **1 Accountabilities**

- To Full Council
- To the Chair of the Standards Committee

### **2 Role purpose and activity**

- **Understanding the nature of the Standards committee and effectively fulfilling its functions by:**
  - promoting and maintaining high standards of conduct by Councillors and co-opted members
  - assisting the Councillors and co-opted members to observe the Members' Code of Conduct;
  - advising the Council on the adoption or revision of the Members' Code of Conduct;
  - monitoring the operation of the Members' Code of Conduct;
  - advising, training or arranging to train Councillors, co-opted members on matters relating to the Members' Code of Conduct;
  - granting dispensations to Councillors and co-opted members
  - dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter referred to that officer by the Public Services Ombudsman for Wales.
- To have sufficient technical, legal and procedural knowledge to contribute fairly and correctly to the function of the committee.
- To be thorough and objective in receiving and responding to professional advice in the conduct of meetings and issues before the committee
- **Participating in meetings and making decisions**
  - To participate effectively in meetings of the Standards committee,
  - To make informed and balanced decisions, within the terms of reference of the committee, which accord with legal, constitutional and policy requirements
- **Internal governance, ethical standards and relationships**
  - To ensure the integrity of the committee's decision making and of his/her own role by adhering to the Code of Conduct(s) and other constitutional and legal requirements
  - To promote and support good governance by the Council

- To understand the respective roles of members, officers and external parties operating within the Standards committee's area of responsibility

### **3 Values**

- To be committed to the values of the Council and the following values in public office:
  - Openness and transparency
  - Honesty and integrity
  - Tolerance and respect
  - Equality and fairness
  - Appreciation of cultural difference
  - Sustainability