

**ARTICLE 9 – STANDARDS COMMITTEE & TOWN AND PARISH COUNCILS' STANDARDS SUB-COMMITTEE**

**9.01 Composition:**

- The Standards Committee (“the Committee”) shall consist of seven Members of Tendring District Council;
- No more than one Member shall be a Member of its Cabinet;
- No Leaders of Political Groups will be members of the Committee;
- The only Members permitted to be substitutes on the Committee will be those named at the beginning of the Municipal Year by the Political Group Leaders;
- No Member will be permitted to participate in meetings of the Standards Committee or its Sub-Committee unless they have undertaken specific Standards Committee training;
- No substitute Members will be permitted, unless they have undertaken specific Standards Committee training;
- The Committee is politically balanced in accordance with Section 15 of the Housing and Local Government Act 1989;
- The Committee will have a standing Chairman and Vice Chairman appointed by the Full Council. However, when the Committee is convened to conduct a hearing the meeting will be chaired by one of the Members of the Committee who is not from the same Political Group as the Member who is the subject of the complaint (nor of the same Group as the Complainant if a Member of the Council); and
- A member of the Standards Committee will not be permitted to sit in that capacity for a hearing if that Member is the subject of the complaint or the complainant. A substitute will be permitted, if they have undertaken specific Standards Committee training.

**9.02 Quorum**

- At least 3 voting Members of the Committee.

**9.03 Meetings**

- At least quarterly.

**9.04 Terms of Reference**

- The Standards Committee will exercise the functions in accordance with the terms of reference set out in Part 3 of this Constitution.

**9.05 TOWN AND PARISH COUNCILS' STANDARDS SUB-COMMITTEE**

**(1) Terms of Reference:**

- To advise and assist Town and Parish Councils and Councillors to maintain high standards of conduct and to make recommendations to Parish and Town Councils on improving standards or actions following a finding of a failure by a Parish Councillor to comply with its Code of Conduct.

**(2) Composition:**

- Three Members of the Standards Committee and three non-voting co-opted Town and Parish Council members to be nominated by the Tendring District Association of Local Councils;
- The nominated Town and Parish Council members will be of independent standing and will not have served as District or County Councillors for a period of four years prior to their nomination; and
- A member (or non-voting co-opted member) of the Town and Parish Councils' Standards Sub-Committee will not be permitted to sit in that capacity for a hearing if that Member is the subject of the complaint or the complainant. A substitute will be permitted, if they have undertaken specific Standards Committee training.

**(3) Meetings:**

- The Sub-Committee will meet as and when required.

**(4) Quorum:**

- The Quorum for meetings of the Standards Sub-Committee is three voting Members. All three Tendring District Councillor Members, or substitutes for them, therefore, have to be present at the Sub-Committee.

**(5) Voting:**

- Only the three District Council Members (or their substitutes, if applicable) on the sub-Committee can vote.
- The views and recommendations of the three Town and Parish Council representatives will be recorded in the minutes of the meeting.

**(6) Chairmanship:**

- The Sub-Committee will appoint a Chairman from the District Councillor membership.
- However, when the Committee is convened to conduct a hearing the meeting will be chaired by one of the Members of the Sub-Committee who is not from the same political Group as the Member who is the subject of the Complaint (nor of the same Group as the complainant if a Member of the Council).