3.11 Governance Committee

3.11.1 Membership: The Committee has six Members who are elected councillors. The Committee will also appoint up to four Independent Persons, who are non-voting in relation to its standards remit. The Committee is appointed in accordance with the statutory requirements to achieve political balance. The Chair, Vice Chair and Members of the Committee are appointed by Full Council at the Annual Meeting.

3.11.2 Training requirements: Each Member of the Committee is required to complete in full an induction programme and undertake regular mandatory training. Any Member not undertaking these training activities will be unable to serve (or continue to serve) on the Committee until such time that the full training requirement has been met.

3.11.3 Areas of Work: Its role is to advise the Council on the operation of its Constitution, Governance and decision-making arrangements, on the adoption and revision of the Members Code of Conduct and for monitoring the operation of the code.

(a) Governance arrangements:

- To review the operation of the Constitution, procedural rules, conventions, codes, protocols, and working practices;
- To make recommendations to the Council to make changes to the Constitution;
- To oversee the Council's programmes for Member development and training;
- To make recommendations to the Council on its Scheme of Members' Allowances; and
- To consider findings of maladministration and Public Interest Reports issued by the Local Government and Social Care Ombudsman.

(b) Standards:

In undertaking its responsibilities (below), the Committee may appoint sub-committees to deal with its business as follows:

- To promote and maintain high standards of conduct by Councillors and co-opted Members;
- To advise the Council on the adoption or revision of the Members' Code of Conduct;
- To advise or train councillors, co-opted members and parish / town councillors on matters relating to the Members' Code of Conduct;
- To be responsible for the Council's procedures for investigating and responding to complaints.
- To deal with the local filtering of complaints (including in respect to parish and town councillors), advise on declarations of interests and grant dispensation requests (where these are not dealt with by the Monitoring Officer under delegated powers);
- To conduct local hearings and determination of sanctions should a breach of the code of conduct be found; and in such cases:
  a) the sub-committee membership be limited to 3 Members of the committee, selected to sit on the particular sub-committee according to their availability;

b) when dealing with complaints about a parish / town councillor, the sub-committee should also include a non-voting parish / town council representative; and
c) at least one independent person should be consulted by the sub-committee (or full Committee as appropriate) prior to determination of any complaint or otherwise as required by law.