

ANNEX B
NEW TERMS OF REFERENCE

POSSIBLE TERMS OF REFERENCE OF STANDARDS COMMITTEE POST
IMPLEMENTATION OF LOCALISM ACT 2011

Member-Focused Terms of Reference

Discharge requirements of Chapter 7 of Localism Act 2011
Assist Fire Authority in promotion and maintenance of high standards
Recommend Members' code of conduct to Fire Authority (and updates/amendments)
Secure applications for role of independent person and make recommendations to Fire Authority
Manage relationship with independent persons
Recommend dispensations to Fire Authority
Ensure delivery of training on standards issues
Issue advice to Members on standards issues
Approve format of register of Members' interests and monitor completion
Agree arrangements for investigation and decision-making in relation to allegations of breaches of Members' code of conduct
Appoint to Members' Code of Conduct Sub-Committee

Monitor Member attendance and recommend action to Fire Authority
Arrange for review of Members' allowances and recommend to Fire Authority
Secure appropriate corporate governance arrangements and monitor them
Monitor compliments, complaints (and ombudsman matters)

Review Fire Authority's constitution and make recommendations to Fire Authority

Officer-Focused Terms of Reference

Recommend officers' code of conduct to Fire Authority (and updates/amendments)
Ensure delivery of training on standards issues
Issue advice to officers on standards issues
Approve format of register of officers' interests and monitor completion

[or should this be aligned with HR/personnel functions?]

Member/Officer-Focused Terms of Reference

Provide support to the Monitoring Officer and Section 151 Officer (Local Government Act 1972)
Consider and act upon developments related to standards in its broadest sense
Agree any indemnity afforded to Members and/or officer
Settle terms of any Member/officer protocol
Monitor effectiveness of Member/officer relationships, e.g. buddying

N.B. It is possible that some of these requirements will be delivered jointly (e.g. training, independent persons).