

9. ARTICLE 9 - THE COUNCILLOR CONDUCT COMMITTEE

9.1 Councillor Conduct Committee

The Council has established a Councillor Conduct Committee.

9.2 Composition

a) Political Balance

The Councillor Conduct Committee will be politically balanced.

b) Quorum

The Quorum of the Councillor Conduct Committee shall be three Councillors.

9.3 Role and Function

The Councillor Conduct Committee will have the following roles:

- To promote and maintain high standards of conduct by Councillors and voting and non-voting co-opted members;
- To advise the Council on the adoption or revision of the Councillor Code of Conduct or on revision to the adopted arrangements for investigation or making decisions on complaints;
- To monitor the operation of the Councillor Code of Conduct;
- To advise, train or arrange to train Councillors and voting and non-voting co-opted members on matters relating to the Councillor Code of Conduct;
- The assessment against published criteria, investigation and hearing of allegations of Councillor misconduct and determining any action which the Council has the power to take;
- The exercise of all of the above in relation to the parish Councils wholly or mainly in its area and the members of those parish Councils;
- The adoption of any procedures necessary in order to undertake any of the above functions;
- To grant dispensations to Councillors and voting and non-voting co-optees to allow participation in debate and/or voting on any item in which they have a disclosable pecuniary interest or other significant interest.

9.4 Assessment, investigation and resolution of complaints

The Councillor Conduct Committee will deal with complaints in the following way

- (a) The Committee will receive allegations that a Councillor or voting or non-voting co-opted member of the Council or the 11 Parish Councils has breached the relevant Councillor Code of Conduct.
- (b) Upon receipt of each allegation and any accompanying report by the Monitoring Officer, the Committee shall decide either:
 - (i) to refer the allegation to the relevant Leader and Whip of a political group for resolution;
 - (ii) to refer the allegation to another body;
 - (iii) to refer the allegation to the Monitoring Officer for informal resolution such as the provision of training;
 - (iv) to refer the allegation to the Monitoring Officer for investigation of the allegation;
 - (v) to decide that no action should be taken in respect of the allegation;

and shall ask the Monitoring Officer to notify the person making the allegation and the member concerned of that decision.

- (c) The Committee shall state reasons for its decision.

9.5 Considering the outcome of an investigation

- (a) If the Committee decides to refer the allegation to the Monitoring Officer for investigation it shall receive the report of any investigator and the opinion of the Independent Person.
- (b) The Committee may on receipt of the report, the opinion and any written representations decide whether a breach of the Councillor Code of Conduct has occurred and if so to determine what action should be taken.
- (c) The Committee may on hearing all relevant parties and in accordance with an agreed procedure, decide whether a breach of the relevant Councillor Code of Conduct has occurred and if so what action should be taken.
- (d) The Committee shall state reasons for its decision.