



Standards Committee

Wednesday, 24 March 2010 at 7.00 pm

Committee Room 4, Brent Town Hall, Forty Lane,
Wembley, HA9 9HD

Membership:

Members

Independents:

John Mann (Chair)

Rochelle Gelman (Vice-Chair)

first alternates

Sheila Darr

second alternates

Councillors:

Bessong

Colwill

J Moher

Leaman

HB Patel

Butt

Cummins

Detre

Beswick

For further information contact: Anne Reid, Principal Democratic Services Officer,
020 8937 1359, anne.reid@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit:

www.brent.gov.uk/committees

The press and public are welcome to attend this meeting

Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

Item	Page
1 Declarations of personal and prejudicial interests	
Members are invited to declare at this stage of the meeting, any relevant financial or other interest in the items on this agenda.	
2 Minutes of the previous meeting	1 - 2
3 Annual Review of the Member Development Programme May 2009 - April 2010	3 - 8
The purpose of this report is to review the Member Development Programme. The report outlines the activities undertaken by members since May 2009, feedback from members, and identifies constraints on the programme. Consideration is given to future development of the programme, which includes an induction plan to be delivered after the local elections on 6 May 2010, and to additional training opportunities for members such as the e-learning package 'Modern Councillor'.	
Ward Affected: All Wards; Contact Officer: Rhiannon Leary, Mayor's Office and Member Development Manager Tel: 020 8937 1158 rhiannon.leary@brent.gov.uk	
4 Standards for England Statistics	9 - 14
This report highlights some of the statistics provided by Standards for England about the number of complaints received by the standards committees of local authorities, the number of matters investigated and the decisions that were made.	
Ward Affected: All Wards; Contact Officer: Fiona Ledden, Borough Solicitor Tel: 020 8937 1292 fiona.ledden@brent.gov.uk	
5 Annual Work Programme 2010/11	15 - 22
This report sets out the work of the Standards Committee over the past municipal year and also contains a proposed work programme for the	

committee for the forthcoming municipal year for 2010/11.

Ward Affected: All Wards; **Contact Officer:** Fiona Ledden,
Borough Solicitor
Tel: 020 8937 1292
fiona.ledden@brent.gov.uk

6 Sub-Committee membership changes

7 Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Democratic Services Manager or his representative before the meeting in accordance with Standing Order 64.

8 Date of Next Meeting

The date of the next meeting of the committee will be agreed by the Full Council in May 2010.



- Please remember to **SWITCH OFF** your mobile phone during the meeting.
- The meeting room is accessible by lift and seats will be provided for members of the public.
 - Toilets are available on the second floor.
 - Catering facilities can be found on the first floor near The Paul Daisley Hall.
 - A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge

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LONDON BOROUGH OF BRENT

MINUTES OF THE STANDARDS COMMITTEE

Wednesday, 20 January 2010 at 7.00 pm

PRESENT: John Mann (Chair, independent), Councillors Bessong, Colwill and J Moher and also Sheila Darr (for Rochelle Gelman, independent)

Apologies were received from: Rochelle Gelman

1. **Declarations of personal and prejudicial interests**

None.

2. **Minutes of the previous meeting**

RESOLVED:

that the minutes of the previous meeting held on 4 November 2009 be approved as an accurate record of the meeting.

3. **Matters arising**

Review of Members' Expenses

Members were advised that further clarification had been received on how the register of members' expenses was compiled. It was noted that all travel claims were approved in advance and arrangements were permissible under the terms of the scheme. Detailed information on individual claims will be provided in future reports.

4. **Planning Code of Practice Review**

The committee received the annual report from the Borough Solicitor which introduced the findings of the Planning Code of Practice Independent Annual Review for the period June 2008 to May 2009. The review found overall compliance with the code and members noted the Borough Solicitor's comments on the few relatively minor concerns which would be addressed either through training or tightening up of procedures and through Monitoring Officer's Advice Notes.

Members questioned whether the preliminary discussions between officers and applicants or their agents while projects were still at the developmental stage were as transparent as they should be. The Borough Solicitor stated that officers could only give applicants an indication of whether approval was likely to be recommended and any relevant consultation that had taken place would be referred to in the planning officer's report having regard to commercial sensitivities.

Planning policies were set out in reports and it was for members to apply them at committee taking into account views expressed. The members agreed to include an additional recommendation confirming this committee's expectation that every stage of the planning process should be as transparent as possible.

The Borough Solicitor also proposed that in the future, the review of the Planning Code be conducted every two years instead of annually given the current level of general compliance. This could be revisited in the future if felt necessary. This was agreed.

RESOLVED:-

- (i) that the findings of the Planning Code of Practice Independent Annual Review and the Borough Solicitor's comments be noted;
- (ii) that that this committee's expectation that every stage of planning process be conducted in a general spirit of openness and transparency, be recorded;
- (iii) that the changes to the Planning Code proposed by the Borough Solicitor be made under her delegated powers set out in the Constitution at Article 1 para 1.10(b);
- (iv) that in future, the review of the Planning Code be conducted every two years.

5. Sub-Committee membership changes

None.

6. Any Other Urgent Business

Borough Solicitor


The committee noted that this was the last meeting of the Standards Committee that would be attended by the Borough Solicitor, Terry Osborne, prior to her taking up a new appointment with the London Borough of Waltham Forest. Members thanked her for her support and advice over the years and wished her every success in her new role.

7. Date of next meeting

It was noted that the next meeting was scheduled to take place on 24 March 2010.

The meeting closed at 8.00 pm

JOHN MANN
Chair

	<p>Standards Committee 24 March 2010</p> <p>Report from the Mayor's Office and Member Development Manager</p>
<p>Wards affected: NONE</p>	
<p>Annual Review of the Member Development Programme May 2009 – April 2010</p>	

1.0 Summary

- 1.1 The purpose of this report is to review the Member Development Programme. The report outlines the activities undertaken by members since May 2009, feedback from members, and identifies constraints on the programme. Consideration is given to future development of the programme, which includes an induction plan to be delivered after the local elections on 6 May 2010, and to additional training opportunities for members such as the e-learning package 'Modern Councillor'.

2.0 Recommendations

- 2.1 Members are asked to note this report.

3.0 Detail

3.1 Activities and achievements since May 2009

Main programme

Events have been developed for the programme as a result of the issues raised in previous personal development plan (PDP) interviews, during discussions with senior managers and with input from the member development steering group. The programme has also taken into account three original themes (personal skills, technical skills and role development), first identified at the outset of the programme in 2003. A new round of PDP interviews will be offered to all members following the outcome of the local elections in May.

Events that have been held from April 2009 to March 2010 include:

- CAA Explained - 20 April 2009;
- Looking After Brent's Money - 6 May 2009;
- Place Survey - 22 June 2009;
- I.T. training (Lotus Notes – Outlook) - 27 July 2009 & 1 & 9 September 2009;
- Metropolitan police partnership training project - 22 October 2009;
- Safeguarding Adults - 19 November 2009;
- Metropolitan police partnership training project (session one) - 20 January 2010;

A second session on the Metropolitan police partnership training project was scheduled for 2 March but postponed due the police officers involved in the session being deployed for an operation at very short notice. The project will now recommence following the elections on 6 May 2010.

Other development activities during the past year

Reports in previous years identified an increase in requests for attendance at external events (first noted May 2006), a trend which continued during the first half of last year, although requests from members have reduced somewhat in recent months. A draft proposal, 'Guidance for member attendance at external events' was put to the member development steering group on 8 June 2009 and was agreed by members. This guidance was subsequently circulated to all councillors and is also available on the member development webpage. There were twenty requests by fourteen councillors to attend external courses during the period covered in this report. Three of these events were free, whilst the remaining seventeen were fee-charging. The average fee per course was approximately £317.00. Five members chose not to attend their external event after their booking had been confirmed and all five cancelled at short notice, requiring the member development budget to pay the fee in full. One course was cancelled by the event organisers at short notice, and we were offered a credit note or a full refund.

Member role descriptions, including one for every key committee position as well as a standalone 'all members' role description, were considered by the member development steering group on 8th June 2009. The role descriptions were subject to consultation from all members holding such positions and following the close of the consultation period, agreed by the member development steering group at their meeting on 20 October 2009. Members were notified of the agreed role descriptions, which have been published in full on the member development webpage.

Other member development activity has included mentoring and peer support. Some executive members have collectively participated in

mentoring, and additional individual mentoring has been provided to other lead members by external mentors. The feedback received from members who have participated in structured mentoring programmes has been overwhelmingly positive. Consequently, plans have been developed to extend an offer of internal mentoring to all new members following the local elections in May.

The member development webpage has been updated with links to training material delivered at sessions during the past year, feedback forms for events attended, guidance for attendance at external events, the opportunity to email suggestions for future training events and a link to the member role description page.

Feedback from members

Feedback is sought from members following every training event attended, both internal and external. The majority of feedback received after attendance at internal events during the past year has been very positive, for example enthusiastic appreciation has been shown of the development of interactive training sessions. Feedback has also included constructive proposals for future events, such as suggestions for using anonymised casework for training sessions on how to deal with vulnerable individuals. Significantly fewer members submitted feedback following their attendance at external events, although when such feedback is received, this too is largely positive.

3.2 Constraints

Time constraints of councillors

A number of dates were identified in the Council's official calendar of meetings for member development, but time constraints remain a problem for members. The member development steering group at its most recent meeting on 17th February 2010 requested that all future training sessions be scheduled for Monday evenings wherever possible. This request has been duly noted by officers planning the Council's Calendar of Meetings 2010-2011.

In terms of time available for member development sessions, there was approximately one date per month dedicated to these events during the past year, with the exception of the August recess. Each session, which takes place in the evening, lasts between two and three hours and includes time for members to ask questions. It is possible to schedule development sessions during the day, and several members have, this year, taken up existing briefings previously provided for officers only, on the issue of dealing with vulnerable adults. A greater overall reliance on day time sessions is not however recommended as it would have the effect of placing members in full time employment at a disadvantage, as it is likely that they would be unable to attend.

Elections

Historically there has been a significant drop in member development activity in the run up to elections. This happened with the general election in May 2005, by-elections in June 2005, the local elections in 2006, by-elections in 2007 and the lead up to the GLA elections in June 2008. In light of the upcoming local elections scheduled to take place on 6th May 2010 and the reality of members' political commitments during this period, the member development steering group took the decision to suspend member development sessions from January – May 2010. Consequently there was a planned truncation of this year's programme.

Political support

The member development steering group (MDSG) has met on a quarterly basis during the timeframe covered in this report and has provided constructive input and evaluation consistently during this time. A strong political lead on member development from all groups is essential to ensure member ownership of the programme and to improve future attendance and participation in the programme, and in this respect input from the MDSG will continue to be extremely valuable.

3.3 Next steps

Structured programme

The programme will continue to provide carefully structured development opportunities on a rolling programme basis, and will be based on needs identified in PDP interviews which will take place after the May local elections. Other organisational and legislative issues that arise will also contribute to the training schedule. The majority of the training sessions since May 2009 have concentrated on skills and knowledge, although additional work has also been conducted to broaden member awareness of recent legislation such as the Comprehensive Area Assessment (CAA) process. Future events will include the opportunity for members to be supported in their roles as community leaders, as well as additional work to develop the roles of opposition, non-Executive, and members involved in Overview and Scrutiny.

It is proposed that future events include:

Personal skills training:

- Chairing skills;
- Questioning skills,
- Communication skills;
- Equalities and Diversity.

Technical skills training:

- I.T. development;
- E-learning – introduction of a new e-learning package.

Role development:

- Sessions for Overview and Scrutiny members and non-Executive members;
- Sessions to support development of members as community leaders and in working closely with partner agencies;
- Committee-specific training to allow members to build up areas of specialised knowledge or expertise (to include but not limited to: Standards Committee, Planning Committee and Alcohol and Entertainment Licensing Committee).

Induction 2010

In addition to the above outline, a comprehensive induction programme will be delivered following the local elections in May 2010 and has been designed to cater for both new and existing members. The formal induction programme will consist of the following:

- *An evening welcome reception* (Tuesday 11th May) where councillors will be given the opportunity to sign the declaration of acceptance of office, have their official photographs taken and received a briefing from the Borough Solicitor on the Members' Code of Conduct.
- *An Induction Day* (Sunday 16th May) to include presentations from members of the Corporate Management Team and other senior officers. A members' handbook will be provided to all councillors at this event. This will be comprised of a short booklet explaining all the key information needed by councillors. The day will also include an outside speaker delivering an exploration of some of the main challenges facing local councillors over the next four years.
- *Service specific induction sessions* (May-July) were held following the local elections in May 2006. They were well attended by councillors and positive feedback was received. Consequently a series of evening briefings has been scheduled for delivery during May, June and early July 2010. The briefings will include information on the main service areas within the Council as well as specialised briefings on other areas relevant to members, such as neighbourhood working and partner agencies.

4.0 Financial Implications

- 4.1 The costs of the member development programme are met from allocated budgets within the overall Communication and Diversity Unit. The cost of the member development programme is approximately £13,100 at this stage in the financial year from a budget of £15,000. A potential intake of new members following the local elections is likely to result in an increased demand for training during the next financial year and consequently careful resource management will be necessary in order to ensure efficient use of funding.

5.0 Legal Implications

- 5.1 None.

6.0 Diversity Implications

- 6.1 Officers believe that there are no specific diversity implications in this report.

For further information please contact:

Rhiannon Leary
Mayor's Office and Member Development Manager
Tel: 020 8973 1158
Rhiannon.leary@brent.gov.uk



Standards Committee Wednesday, 24 March 2010

Report from the Borough Solicitor

Wards affected:
ALL

Standards for England Statistics

1. SUMMARY

- 1.1 This report highlights some of the statistics provided by Standards for England about the number of complaints received by the standards committees of local authorities, the number of matters investigated and the decisions that were made.

2. RECOMMENDATIONS

- 2.1 That members note this report.

3. DETAIL

- 3.1 This is the latest comprehensive set of statistics published by the Standards Board since the new standards framework commenced in May 2008. It covers the period May 2008 to September 2009. The Standards Board receives information, on a quarterly basis, from the monitoring officers of local authorities.
- 3.2 In Brent, three complaints were made at the beginning of 2009. Two were referred to the monitoring officer for investigation, while in relation to the third it was decided to take no further action. Of the two matters that proceeded to investigation, one complaint was found not to amount to a breach of the code, and the other resulted in a 6 month suspension of the Councillor.
- 3.3 Some of the statistics that may be of interest to members are set out in **Appendix 1**.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from this report.

5. STAFFING IMPLICATIONS

- 5.1 There are no direct staffing implications arising from this report.

6. DIVERSITY IMPLICATIONS

6.1 Officers believe that there are no specific diversity implications in this report.

7. LEGAL IMPLICATIONS

7.1 There are no direct legal implications arising from this report. However, as previously advised, the Monitoring Officer is required to supply the Standards Board with quarterly returns on the complaints that the Standards Committee receive and the progress of them.

Background Information

Should any person require any further information about the issues addressed in this report, please contact Kathy Robinson on 020 8937 1368

Fiona Ledden
Borough Solicitor.

STANDARDS FOR ENGLAND STATISTICS

The following statistics were compiled from data submitted by Councils and other relevant authorities to Standards for England on quarterly return forms covering the period **8 May 2008 to 30 September 2009**.

These are the most up to date statistics available on the Standards for England website. Statistics to December 2009 are currently being prepared.

Monitoring officers have reported a total of **4432 cases**.

SOURCES OF COMPLAINTS

Source of complaints	Total	Percentage
Member of public	2446	55.2%
Member	1558	35.2%
Parish/town clerk	138	3.1%
Council officer	137	3.1%
Monitoring officer	24	0.5%
MP	10	0.2%
Other	119	2.7%

COMPLAINTS IN RELATION TO TYPES OF AUTHORITY

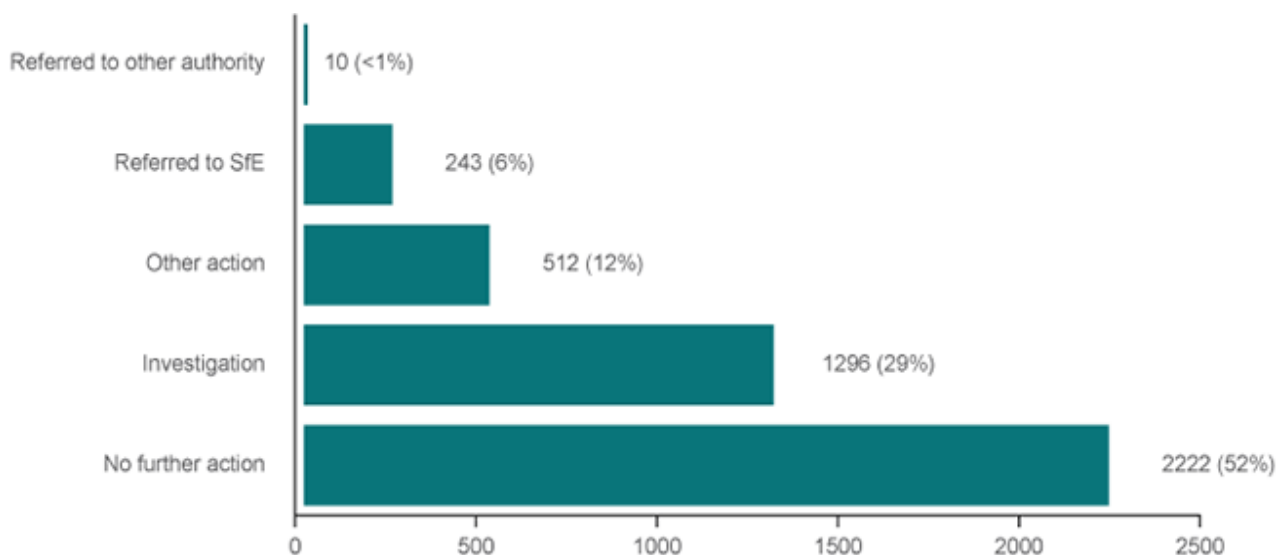
Authority type	Total number of cases	Number of authorities	Average number of cases
District Council	2547	204	12
Unitary	964	54	18
Metropolitan Council	512	36	14
County Council	195	28	7
London Borough	162	30	5
Police Authority	10	38	0
National Park Authority	6	8	1
Fire Authority	3	30	0
Integrated Passenger Transport Authority	0	6	0

This table does not include the 33 complaints from authorities which do not fit into a particular "type" of authority e.g. the London Fire and Emergency Authority

INITIAL ASSESSMENT DECISIONS

Of the **4432 complaints** recorded on the quarterly returns, 149 (3%) did not have an initial assessment decision.

The split of initial assessment decisions for the other 4283 complaints is as follows:



REVIEW REQUESTS

There are 816 review requests recorded on the quarterly returns, meaning that 37% of no further action decisions are reviewed. Of the 816 review requests recorded, 746 have been assessed. Only 51 (7%) of these assessments were anything other than 'no further action'. 45 resulted in the case being referred for investigation (6%) and 6 resulted in the case being referred to the Standards for England (1%).

INVESTIGATIONS

As at September 2009, 1296 complaints had been referred for investigation. This is 29% of the total number of initial assessment decisions recorded.

The average length of time between the date of the decision to investigate and the date of the determination meeting is 132 working days.

SANCTIONS

Censure, training and apology have consistently been the most frequently used form of sanctions.

Please note that more than one sanction can be used for each case.

Sanction	Number of times used
Censure	65
Training	57
Apology	54
Suspend	27
Suspend pending action	22
Refer to APE	6
Partly Suspend pending action	4
Conciliation	2
Partly Suspend	2

It is difficult to correlate the part of the Code that has been breached against the sanction imposed. This is because many complaints are multi-faceted and may involve more than one breach and more than one sanction. Without further data collection, it is impossible to identify exactly which breaches provoked specific sanctions.

However, the following table may provide some insight into why sanctions are used. The percentages relate to the type of breach.

Breach of the Code	Apology	Training	Censure	Conciliation	Partly suspend pending action	Refer to APE	Suspend	Suspend pending action
Disrespect	28%	16%	24%	2%	2%	5%	13%	11%
Disrepute	0%	21%	28%	1%	0%	8%	20%	21%
Prejudicial interest	8%	41%	41%	0%	0%	0%	8%	2%
Personal interest	9%	50%	30%	0%	2%	0%	7%	2%
Bullying	0%	17%	17%	0%	0%	0%	21%	46%

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Standards Committee 24 March 2010

Report from the Borough Solicitor

Wards affected:
ALL

Annual Work Programme 2010/11

1.0 Summary

- 1.1 This report sets out the work of the Standards Committee over the past municipal year and also contains a proposed work programme for the committee for the forthcoming municipal year for 2010/11.

2.0 Recommendations

- 2.1 That members agree the proposed work programme for 2010/11

3.0 Detail

The 2009/10 Work Programme

- 3.1 The Standards Committee agreed the work programme for 2009/10 at its meeting on 25 March 2009. The agreed work programme was supplemented by additional reports that the Committee was required to consider as issues arose. A copy of the actual work programme for 2009/10 is attached as **Appendix 1** with the additional reports shown in italics for emphasis. A description of the reports considered by the Committee over the course of 2009/10 is set out below.
- 3.2 At its meeting on 25 August 2008 the Committee considered a report summarising the new Standards Committee (Further Provisions) (England) Regulations which set out the circumstances in which Standards for England could suspend a Standards Committee from carrying out certain functions, provided a power to establish Joint Standards Committees and included amendments the grounds on which the committee can grant a dispensation to a member who would otherwise be prohibited from participating on a matter of

prejudicial interest. The Committee was also informed of guidance issued in August 2009 for members involved in outside bodies which included the types of organisations to which that a member may be appointed.

- 3.3 At its second meeting, on 5 November 2009 the Committee considered the annual report of the Monitoring Officer (which included the review of member interests and the review of gifts and hospitality) and the annual review of members' expenses.
- 3.4 At its third meeting on 23 January 2010 the Committee considered the annual review of the Planning Code of Practice. Various amendments to the Planning Code of Practice were approved and it was agreed that in view of the ongoing improvements noted in recent reviews that the frequency of review be reduced to once every two years.
- 3.5 Members will recall that on 25th August 2009 and on 13th October 2009 the committee considered allegations of breaches of the Members' Code of Conduct in relation to Councillor Bertha Joseph. This is the first complaint considered and decided under the new standards arrangements which were introduced in May 2008.
- 3.6 The annual networking event for the 2009/10 year was held on 12th January 2010. The Council hosted 26 guests from Brent, Ealing, Hammersmith and Fulham, Hounslow, Hillingdon, Harrow, Islington, Barnet and Kensington and Chelsea Standards Committees. Peter Keith- Lucas provided the speeches on *Confidentiality and Standards Hearings*, and *Review of Recently Reported Standards Cases; trends and lessons to be learned*.

The 2010/11 Work Programme

- 3.7 Members may note that the Annual Review of the Licensing Code of Practice appeared on the work programme but it did not appear on the agenda during 2009/10. It is recommended that this item be carried over to the work programme for 2010/11.
- 3.8 A proposed work programme for 2010/11 is attached for approval at **Appendix 2**. There are a number of annual reports which will appear each year on the work programme but these will be supplemented by reports that deal with issues as they arise which will be added to the work programme from time to time as necessary. The focus of the programme for the forthcoming year is to review the policies and procedures introduced at the outset of the new Standards arrangements, to further develop good practice and promote and maintain a strong conduct model, and to build on the expertise of the Standards Committee.
- 3.9 A schedule of meeting dates will be agreed by the Council at its annual meeting in May.

4.0 Financial Implications

- 4.1 There are no financial implications arising from this report.

5.0 Legal Implications

- 5.1 The Standards Committee may only operate within the defined terms of reference set out in the Constitution.
- 5.2 The terms of reference of the Standards Committee were amended 8 May 2008 to reflect the new Standards regime whereby complaints about members conduct are dealt with locally. There has been no subsequent alteration to the terms of reference other than minor changes namely new regulations (Standards Committee (Further Provisions) (England) Regulations 2009 concerning dispensations, and a change to the name of the regulatory body from *Standards Board for England* to *Standards for England*. The terms of reference of the Committee are attached as **Appendix 3** for information.

6.0 Diversity Implications

- 6.1 There are no diversity implications arising from this report.

Background Papers

Standards Committee (England) Regulations 2008

Should any person require any further information about the issues addressed in this report, please contact Kathy Robinson on 0208 937 1368

Fiona Ledden
Borough Solicitor

APPENDIX 1

Actual Work Programme for 2009/10

	Name of Report	Date of Meeting	Status
1	<i>Standards Sub-Committees</i>	2 July 2009	<i>Agreed</i>
2	<i>Standards for England Intervention, Joint Standards Committees and Dispensations</i>	25 August 2009	<i>Noted</i>
3	Guidance on membership of Outside Bodies	25 August 2009	Noted
4	<i>Allegation of Breach of the Code of Conduct – Cllr Joseph</i>	25 August 2009	<i>To Proceed</i>
5	<i>Allegation of Breach of the Code of Conduct – Cllr Joseph</i>	13 October 2009	<i>Determined</i>
6	Annual report of the Monitoring officer (including the review of member interests and review of gifts and hospitality)	4 November 2009	Noted
7	Annual review of members' expenses	4 November 2009	Noted
8	Annual review of the Planning code of Practice	20 January 2010	Agreed
9	Annual review of Licensing Code of practice	20 January 2010	Carry forward
10	Annual review of Standards Board statistics	24 March 2010	See agenda
11	Annual review of the member development programme	24 March 2010	See agenda
12	Annual Work programme for 2010/11	25 March 2010	See agenda
13	Annual networking event	12 January 2010	Held

Work Programme for 2010/11

	Name of Report	Proposed
1	Report on Standards for England Annual Review 2008/9, Standards for England research and areas of good practice	Meeting 1
2	Annual Report of the Monitoring Officer for period May 2009 – May 2010 (including the review of member interests and review of gifts and hospitality)	Meeting 1
3	Annual review of members' expenses for period May 2009 – May 2010	Meeting 1
4	Standards Committee review of Local Procedures	Meeting 2
5	Review of Licensing Code of practice	Meeting 2
6	Review of Induction programme	Meeting 2
7	Nationally reported conduct cases and lessons to be learnt	Meeting 3
6	Annual review of Standards Board Statistics and Reports	Meeting 4
7	Annual review of the member development programme	Meeting 4
8	Annual work programme for 2010/11	Meeting 4
9	Annual networking event	Special meeting
10	Training: Standards for England DVD on assessments and workshop	Special meeting

STANDARDS COMMITTEE

Membership

- The committee is comprised of 5 members.
- 3 members are elected councillors (one from each of the three largest political groups) and 2 are Independent Members, as defined in Section 53 of the Local Government Act 2000 and the Standards Committee (England) Regulations 2008.
- The Leader shall not be a member of the committee.
- No more than 1 member of the Executive may be a member of the committee.

Terms of reference

The committee is responsible for the following functions:-

1. To promote and maintain high standards of conduct by members including any co-opted members.
2. To assist members and co-opted members to observe the Brent Members' Code of Conduct, the Planning Code of Practice, the Licensing Code of Practice and any other code of conduct or practice which is adopted ("the Codes").
3. To monitor the operation, effectiveness of and compliance with the Codes and to recommend adoption or revisions of the Codes to the Council.
4. To advise members and co-opted members on matters relating to the Codes and on any other matters related to their conduct and treatment of their personal interests.
5. To provide or arrange training for members and co-opted members on matters relating to the Codes.
6. To receive reports from the Monitoring Officer.
7. In accordance with the Standards Committee (Further Provisions) (England) Regulations 2009, to grant dispensations to councillors and co-opted members, in respect of participation in any business which they would otherwise be prohibited from participating in by virtue of any provision in the Brent Members Code of Conduct.
8. To consider applications for political exemption made under section 3 of the Local Government and Housing Act 1989.
9. To appoint sub-committees for the purpose of discharging any of the committee's functions, whether or to not to the exclusion of the committee and to set the terms of reference for any sub-committees.

10. To receive allegations that a member (including a co-opted member or Independent Member) failed, or may have failed, to comply with the Council's Code of Conduct and then to decide whether:
 - a) To refer the complaint to the Monitoring Officer for investigation or for some other action
 - b) To refer the complaint to the Standards for England; or
 - c) To take no further action.
11. To receive applications for a review of a decision by the Standards Committee that no further action should be taken in respect of an allegation that a member (including a co-opted member or Independent Member) failed, or may have failed, to comply with the Council's Code of Conduct and to decide whether:
 - a) To refer the complaint to the Monitoring Officer for investigation or for some other action
 - b) To refer the complaint to the Standards for England; or
 - c) To take no further action.
12. To hold hearings into allegations of misconduct against Councillors once they have been investigated and to decide whether in the circumstances
 - a) There was a breach of the Code of Conduct and if so what the appropriate sanction that should be applied is
 - b) There was no breach of the Code of Conduct but that in the circumstances no further action should be taken; or
 - c) That there was no breach of the Code of Conduct.
13. To receive any reports from a case tribunal or interim case tribunal.
14. To carry out all other statutory functions, either through the committee or its sub committees, relating to complaints about members conduct set out in the Local Government Act 2000.

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