

WILTSHIRE COUNTY COUNCIL

INDEPENDENT MEMBER OF THE STANDARDS COMMITTEE

JOB DESCRIPTION

Job Purpose

Members of the Standards Committee support the elected members and the officers in the running of the council with specific responsibility for promoting and maintaining high ethical standards of conduct by elected members, co-opted members and church and parent governor representatives and officers.

Contacts

Chief Officers
Senior Managers
Elected members
Standards Board for England
Berkshire, Oxfordshire and Wiltshire Forum for Independent
Members of Standards Committee
The Local Government Ombudsman
Members of the public

Key Tasks of the Standards Committee

- Assisting elected and co-opted members and church and parent governor representatives to observe the Members' Code of Conduct;
- Monitoring and advising the Council on the operation, revision and adoption of the Members' Code of Conduct in the light of best practice, changes in the law and guidance from the Standards Board;
- The provision of adequate and accessible training which is actively promoted on the Members' Code of Conduct and ensuring that all members are aware of the standards expected from local Councillors under the Code;
- Granting dispensations from the requirements relating to interests set out in the Members' Code of Conduct;
- Dealing with any reports from case tribunals and any reports from the Monitoring Officer on any matter referred by an ethical standards officer to the Monitoring Officer;

- Overview of the whistle blowing policy;
- Overview of complaints handling and Ombudsman investigations;
- Forming Review Panels which include two independent members of the Standards Committee to consider Stage 3 corporate complaints;
- Reviewing the implementation of recommendations made by the Ombudsman and corporate complaints Review Panels following complaints made against the Council;
- Making payments or providing other benefits in cases of maladministration;
- Oversight of the Constitution.

Equal Opportunities

Members of the Standards Committee are obliged to demonstrate and promote a commitment to the County Council's equal opportunities policies.

PERSON SPECIFICATION

The post holder must be able to demonstrate that they:

- exercise personal integrity and that they are committed to integrity in local government
- have experience of critically assessing written and verbal evidence and reaching a balanced and objective decision based on the evidence
- have comprehensive experience of working with a wide range of people, both colleagues and customers or service users, and that they can communicate effectively at all levels
- are able to express their ideas and point of view confidently, effectively and tactfully
- have excellent listening skills
- have experience of problem solving and analysis
- are tenacious and independent, and can exercise persuasion and influence
- have an understanding of the principles and practice of equality and diversity and be committed to those principles