

RESPONSIBILITIES OF GOVERNANCE AND CONSTITUTION COMMITTEE

The Governance and Constitution Committee:

- 3.1 Discharges the requirements of Chapter 7 of Localism Act 2011.
- 3.2 Assists the Fire Authority in the promotion and maintenance of high standards.
- 3.3 Recommends the Members' Code of Conduct to the Fire Authority (and updates/amendments).
- 3.4 Secures applications for the role of Independent Person and make recommendations to the Fire Authority.
- 3.5 Manages the relationship with the Independent Persons.
- 3.6 Considers requests for dispensations and grant them (where appropriate).
- 3.7 Ensures delivery of training for Members on standards issues.
- 3.8 Issues advice to Members on standards issues.
- 3.9 Approves the format of the register of Members' interests and monitor completion.
- 3.10 Agrees arrangements for investigation and decision-making in relation to allegations of breaches of the Members' code of conduct.
- 3.11 Monitors Member attendance and recommend action to the Fire Authority.
- 3.12 Arranges for the review of Members' allowances and recommend to the Fire Authority.
- 3.13 Secures appropriate corporate governance arrangements and monitor them.
- 3.14 Monitors compliments and complaints (including ombudsman matters).
- 3.15 Reviews Fire Authority's constitution and make recommendations to Fire Authority.
- 3.16 Provides support to the Monitoring Officer and Section 151 Officer (Local Government Act 1972).
- 3.17 Considers and act upon developments related to standards in its broadest sense.
- 3.18 Agrees any indemnity afforded to Members and/or officers.
- 3.19 Settles the terms of any Member/officer protocol.
- 3.20 Monitors the effectiveness of Member/officer relationships.

- 3.21 Considers matters referred by Performance and Overview Committee.
- 3.22 Settles the strategy for audit arrangements and carry out high level monitoring of the effectiveness of those arrangements.
- 3.23 Determines the Authority's approach to the transparency agenda and monitor compliance with information-related legislative requirements.

RESPONSIBILITIES OF MEMBERS' CODE OF CONDUCT SUB-COMMITTEE

MEMBERSHIP

- 3.24 The Sub-Committee will consist of three Members drawn from the Governance and Constitution Committee.
- 3.25 It will fulfil the role(s) identified in the Fire Authority's Procedure for Dealing with Complaints about a Breach of the Members' Code of Conduct.