

Appendix 3

Terms of Reference of the Hearings Sub-Committee

As approved by the Standards Committee

1 Terms of Reference

The Hearings Sub-Committee is established to conduct a hearing to consider the report of an investigating officer into an alleged breach of the Council's Code of Conduct, in accordance with the Standards Committee (England) Regulations 2008 (or any amendment or addition there to) and Guidance issued by the Standards Board for England.

2. Composition of the Hearings Sub-Committee

The Hearings Sub-Committee shall comprise 3 members of whom 1 shall be an independent member of the Standards Committee who shall chair the Sub-Committee, and the other 2 shall be members of the Standards Committee.

3. Quorum

The quorum for a meeting of the Hearings Sub-Committee shall be 3 members.

4. Frequency of Meetings

The Hearings Sub-Committee shall meet as and when required to enable it to undertake a local hearing within 3 months of the issue of the final report by the investigating officer.