

Town and Parish Councils Sub-Committee

Terms of Reference

1. Authority

This sub-committee is established by and takes its authority from the Durham County Council Standards Committee. It is accountable to and reports to the Standards Committee as required.

2. Membership

Members are appointed by the Standards Committee and comprise of 3 County Council members, 3 Town or Parish Council members and 3 independent members. The sub-committee will appoint a chair and vice-chair from among the independent members.

3. Meetings

The sub-committee will meet at least quarterly and more frequently, if required.

4. General Purpose

The Standards Committee will appoint a sub-committee comprising 3 councillors, 3 parish/town council members and 3 independent members. The remit of the sub-committee will be to support parish and town councillors and their clerks in maintaining high standards of conduct, whether through training or otherwise, and for this purpose to maintain close links with the County Durham Association of Local Councils.

5. Aims and Objectives

- a. To support the Standards Committee in the promotion of the standards contained within the Code of Conduct through the provision of advice, guidance and, where appropriate, training.
- b. To undertake such tasks as delegated by the Standards Committee.
- c. To encourage and support effective chairmanship in local councils through enabling advice, guidance and training.
- d. To enable support mechanisms for local clerks, and where appropriate and necessary, a means of advice in cases of difficulty.

6.Reporting

The sub-committee will report on its activities to the Standards Committee.

7.Approval

These Terms of Reference are approved by the Standards Committee.

Date: 24November 2010