

LOCAL ASSESSMENT OF STANDARDS COMPLAINTS

ASSESSMENT SUB-COMMITTEE

**To comprise:**

- 1 independent Member (to act as chair)
- 1 elected Member
- 1 parish representative

drawn from the membership of the Standards Committee.

**REMIT**

1. To consider written allegations that an elected or co-opted member of Swindon Borough Council or of any parish within the Borough of Swindon has failed to comply with the relevant Code of Conduct and to do one of the following: -

- (i) refer the allegation to the Monitoring Officer with an instruction that he arrange a formal investigation of the allegation
- (ii) refer the allegation to the Monitoring Officer directing that he arrange training, conciliation or such appropriate alternative steps as permitted by Regulations

(NOTE: the Sub-Committee should consult with the Monitoring Officer before taking this step.)

- (iii) refer the allegation to the Standards Board for England.
- (iv) decide that no action should be taken in respect of allegation or
- (v) where the allegation is in respect of a person who is no longer a Member of the Authority, but is a member of another relevant authority (as defined in section 49 of the Local Government Act 2000) refer the allegation to the Monitoring Officer of that other relevant authority

and shall instruct the Monitoring Officer to take reasonable steps to notify the person making the allegation and the member concerned of that decision.

2. The Sub-Committee shall state its reasons for its decision.

**FREQUENCY OF MEETINGS**

As and when necessary to assess written complaints.