

JOB DESCRIPTION FOR AN INDEPENDENT CO-OPTED MEMBER OF MAIDSTONE BOROUGH COUNCIL'S STANDARDS COMMITTEE.

- To attend the Standards Committee meetings which are held a minimum of 5 times a year. The meetings are in the Town Hall, and last approximately 2 hours. . During the meetings you will oversee the Constitution, and proposed changes to it, the Whistle Blowing Policy, the Council's complaints system and Ombudsman investigations; make recommendations to the Council of payments where maladministration has been found;; consider the operation of the Members' Allowance Scheme; deal with applications relating to politically restricted posts; and consider applications for dispensations.
- To promote and maintain high standards of conduct by Borough and Parish Councillors.
- To advise, through the committee, the Council and its members on the Code of Conduct and monitor its operation.
- To be Chairman or Vice-Chairman of the committee if elected to that position.
- To be a member of the sub-committees which assess, review and determine complaints which have arisen under The Code of Conduct, against Borough and Parish Members. You may be asked to Chair one of these sub-committees.. These meetings are held during the day.
- To maintain and promote strong ethical standards at all times.
- To abide by the Code of Conduct and to assist Borough and Parish Councillors to do so.
- To attend training sessions for yourself, from time to time.
- To observe confidentiality at all times.