

<b>Terms of Reference -</b>	<b>GMCA Standards Committee</b>
<b>Function/Purpose</b>	The GMCA has established a Standards Committee to deal with matters relating to member conduct and ethical standards.
<b>Delegations</b>	<p>The GMCA has delegated to the Standards Committee the following powers to deal with matters of conduct and ethical standards, and the GMCA's Standards Committee has the following role and functions:</p> <ul style="list-style-type: none"> <li>(a) to promote and maintain high standards of conduct by GMCA Members and by co-opted members of the GMCA's committees;</li> <li>(b) to assist GMCA Members and co-opted members of the GMCA's committees to observe the GMCA's Code of Conduct for Members;</li> <li>(c) to advise the GMCA on the adoption, revision or replacement of the GMCA's Code of Conduct for Members and the GMCA's Arrangements for Dealing with Complaints that GMCA Members or voting co-opted members have failed to comply with the GMCA's Code of Conduct for Members ('the GMCA's Arrangements');</li> <li>(d) to monitor the operation of the GMCA's Code of Conduct for Members and the GMCA's Arrangements;</li> <li>(e) to advise, train or arrange to train GMCA Members and co-opted members on matters relating to the GMCA's Code of Conduct for Members and other issues relating to standards and conduct;</li> </ul>

(f) to determine in accordance with the GMCA's Arrangements whether a GMCA Member or voting co-opted member has failed to comply with the GMCA's Code of Conduct for Members and, if so, to determine what action (if any) to take;

(g) to take decisions in respect of a GMCA Member or voting co-opted member who is found on a hearing held in accordance with the GMCA's Arrangements to have failed to comply with the GMCA's Code of Conduct for Members ("the Subject Member"), such actions to include –

- publication of findings in respect of the Subject Member's conduct;
- reporting such findings to the GMCA for information;
- recommending to the GMCA that the Subject Member should be censured;
- instructing the GMCA's Monitoring Officer to arrange training for the Subject Member;
- recommending to the GMCA that the Subject Member should be removed from all appointments to which the Subject Member has been appointed or nominated by the GMCA;
- placing such restrictions on the Subject Member's access to staff, buildings or parts of buildings provided by, or for the use of, the GMCA as may be reasonable in the circumstances;

(h) to determine appeals against the GMCA Monitoring Officer's decision on the grant of dispensations;

(i) to deal with reports of the Monitoring Officer regarding breaches of the protocols/guidance to Members accompanying the GMCA's Code of Conduct for Members which do not in themselves constitute a breach of that Code;

(j) to report from time to time to the GMCA on ethical governance within the GMCA.

The additional roles of the Standards Committee are:

	<p>(a) to overview the GMCA’s whistle blowing policy;</p> <p>(b) to consider the GMCA’s Code of Corporate Governance.</p>
<b>Accountability</b>	<p>The Committee will appoint one of its elected Members for the purpose of answering questions at meetings of the GMCA on the discharge of the Committee’s functions.</p> <p>The Standards Committee may appoint one or more sub-committees for the purpose of discharging any of the Committee’s functions. Any such sub committee shall be chaired as determined by the Committee and shall have a quorum of three, except in relation to the matters referred to in paragraphs (f) – (i) above. In respect of those specified matters the quorum will be four, of whom at least one member must be the Co-opted Independent Member (provided that the Co-opted Independent Member is not prevented or restricted from participating by virtue of the GMCA’s Code of Conduct)</p>
<b>Statutory/Decision Making/Informal</b>	Statutory
<b>Membership</b>	<p>The Standards Committee will be composed of:</p> <ul style="list-style-type: none"> <li>• Five members of the GMCA (none of whom shall be the Mayor); and</li> <li>• One person appointed by the GMCA who is not a Member or officer of the GMCA or an elected member or officer of any of the Constituent Councils (the ‘Co-opted Independent Member’).</li> </ul> <p>In appointing members of the Standards Committee the GMCA will ensure it reflects the political balance of Greater Manchester as far as possible.</p>

	<del>In appointing members of the Standards Committee the GMCA will act in accordance with Rule 15.3 of the GMCA Procedure Rules set out in Section A of Part 5 of this Constitution.</del>
<b>Appointment of Chair</b>	The GMCA will appoint the Co-opted Independent Member as Chair of the Committee. In the absence of the appointed Chair, the Committee will be chaired as determined by the Committee.
<b>Quoracy</b>	The quorum for the Standards Committee is three, except in relation to the matters referred to in paragraphs (f) to (i) above. In respect of those specified matters the quorum is four, of whom at least one member must be the Co-opted Independent Member (provided that the Co-opted Independent Member is not prevented or restricted from participating by virtue of the GMCA's Code of Conduct).
<b>Voting</b>	The Co-opted Independent Member will not be entitled to vote at meetings of the Committee. Each member to have one vote, no member is to have a casting vote.
<b>Meeting arrangements</b>	At least once per year.
<b>Lead contact</b>	<b>Nicola Ward</b> GMCA Statutory Scrutiny Officer <a href="mailto:nicola.ward@greatermanchester-ca.gov.uk">nicola.ward@greatermanchester-ca.gov.uk</a>
<b>Date TOR were approved</b>	As part of the GMCA Constitution approval – June 2024

