

## **ROLE DESCRIPTION FOR INDEPENDENT PERSON FOR STANDARDS**

Responsible to: The Council

Liaison with: Monitoring Officer, members of the Standards Panel, officers and members of Herefordshire Council and Town and Parish Councillors within the Herefordshire.

- a) To assist the Council in promoting high standards of conduct by elected and co-opted members of Herefordshire Council and town and parish councillors and in particular to uphold the Code of Conduct adopted by the Council and the seven principles of public office, namely selflessness, honesty, integrity, objectivity, accountability, openness and leadership.
- b) To be consulted by the Council through the Monitoring Officer before it makes a decision on an investigated allegation and to be available to attend meetings of the Standards Panel, if necessary.
- c) To be available for consultation by the Monitoring Officer before a decision is taken as to whether to investigate a complaint or to seek local resolution of the same.
- d) To be available for consultation by any elected member, including town and parish councillors, who is the subject of a standards complaint.
- e) To develop a sound understanding of the ethical framework as it operates within Herefordshire Council and its town and parish councils.
- f) To participate in training events to develop skills, knowledge and experience and in networks developed for Independent Persons operating outside the council's area.
- g) To act as advocate and ambassador for the Council in promoting ethical behaviour.
- h) To form part of an investigating and disciplinary panel in relation to disciplinary action being considered against the head of paid service, the monitoring or the S151 officers.