

ASSESSMENT SUB-COMMITTEE

Membership

Three members of the Standards Committee ie one independent member who will chair the meeting, one district councillor and one councillor representing parish councils.

The names of members will be determined in rotation and in alphabetical order of their surname in each category of membership.

Terms of Reference

- 1 To meet as and when convened by the District Solicitor in order to make an assessment of the written complaint alleging that a member or co-opted member of Chichester District Council or of any of the parish councils in the district has failed to comply or may have failed to comply with the members' code of conduct.
- 2 To determine one of the following:
 - (a) That the complaint be referred to the District Solicitor to arrange for the complaint to be investigated or
 - (b) That the complaint be referred to Standards for England for investigation or
 - (c) That the District Solicitor be instructed to arrange training of the accused member, conciliation between the complainant and the accused Member, or other appropriate steps or
 - (d) That no action be taken on the complaint or
 - (e) That the complaint be referred to the Monitoring Officer of another authority where the accused member is no longer a member of CDC or one of the parish councils in the district, but is a member of the other authority.

Quorum

Three members of the Standards Committee as described under **Membership** above.