

# Safety and Wellbeing of Councillors Working Group

## Terms of Reference

The Safety and Wellbeing of Councillors Working Group will be convened as an advisory group to Standards Committee and will consist of a cross party working group. It is not part of the formal decision making process and will be supported by the Officer Working Group, the Monitoring Officer and Cabinet. It is anticipated that the Group will make regular recommendations to Standards Committee for consideration in accordance with and limited to its terms of reference as below.

Meetings may be held in private or public

**Composition: A maximum of 14 members at any one time consisting of:**

- Chair of Standards Committee (who shall be Chairman and who shall have a casting vote, as required) (Deputy Chair of Standards Committee to chair where the Chairman is not available)
- Representation from the independent member(s)
- Representation from the Overview & Scrutiny Committee
- Representation from other members not part of any group
- The Chair may invite external representatives who may have certain expertise relevant to the topics of consideration and who are not elected Members, to join for defined purposes.

**Quorum:** a minimum of 6 members

**Meetings:** as frequently as considered necessary

**Timing:** As arranged by the officer working group

**Venue:** The Plaza

**Reports to:** Standards Committee in relation to matters falling within its scope and remit

**Administration:** Democratic & Electoral Services

**Expenditure:** Nil

**Scope and Remit**

- a) Review suggestions, proposals, and input on the subject area from the Officer Working Group; and
- b) Develop guidance and policy on the prevention of and handling abuse and intimidation (whether in person or across social media) against councillors which should address the impacts of abuse on councillors' mental health and wellbeing; and

- c) Any other work required to be undertaken as requested by Standards Committee; and
- d) The Working Group shall make recommendations to the Council's Standards Committee

### **Meetings**

The Working Group shall meet as frequently as considered necessary.

### **Recommendations**

The Working Group shall only be permitted to make recommendations to Standards Committee in relation to matters falling within its scope and remit.

### **Administration**

The Working Group shall be administered and supported by the Democratic & Electoral Services and the Monitoring Officer