

Meeting of:	<b>Standards Committee</b>
Date of Meeting:	<b>Thursday, 21 March 2019</b>
Relevant Scrutiny Committee:	No Relevant Scrutiny Committee
Report Title:	Observations by Independent Standards Committee Members at Town and Community Council Meetings
Purpose of Report:	To provide the Committee with an update of the observations by Independent Standards Committee Members at Town and Community Council meetings
Report Owner:	Mrs. Karen Bowen, Principal Democratic and Scrutiny Services Officer
Responsible Officer:	Ms. Debbie Marles, Monitoring Officer/Head of Legal and Democratic Services
Elected Member and Officer Consultation:	This report does not require consultation to be undertaken
Policy Framework:	This is a matter for decision by the Standards Committee
<p>Executive Summary:</p> <ul style="list-style-type: none"> <li>• In March 2018, Independent Members of the Standards Committee agreed to undertake observations at Vale of Glamorgan Council meetings. Members also considered that in the future observations would also be undertaken of Town and Community Council meetings.</li> <li>• The report therefore provides a calendar of meetings for forthcoming Town and Community Council meetings for Independent Members' consideration.</li> <li>• The Monitoring Officer also intends to hold six monthly meetings with Clerks of Town and Community Councils to brief them on generic observations received.</li> </ul>	

## **Recommendation**

1. That Independent Members of the Standards Committee attend the meetings of Town and Community Councils throughout the Municipal Year 2019/20 and provide feedback on their findings to the Standards Committee on a regular basis.

## **Reason for Recommendation**

1. Having regard to the observations undertaken and the role of the Standards Committee.

### **1. Background**

- 1.1 There are a number of roles and functions of the Standards Committee, one of which is:
  - (a) To promote and maintain high standards of conduct by Councillors, Co-Opted Members and Church and Parent Governor Representatives of the Council.
- 1.2 In considering the Committee's work programme report at its meeting in January 2018, the proposal for Independent Members of the Committee to observe Vale of Glamorgan Council meetings was agreed to be an appropriate opportunity to not only build on knowledge but to assist with the process of promoting and maintaining high standards of conduct.
- 1.3 As part of the Committee's work programme, it was agreed that Independent Members would attend a number of **Vale of Glamorgan Council meetings** during the Municipal Year 2018/19 to observe meetings with a view to promote and maintain high standards of conduct in line with the Members' Code of Conduct.
- 1.4 Feedback reports would also be presented to the Standards Committee on a quarterly basis following the observations.

### **2. Key Issues for Consideration**

- 2.1 Having regard to the calendar of meetings for Town and Community Councils within the Vale of Glamorgan attached at Appendix A, Independent Members are requested to consider the dates and advise the Principal Democratic Services Officer of dates they intend to attend.
- 2.2 Following their attendance at meetings, each Independent Member will then report their findings to the Standards Committee on a regular basis.
- 2.3 The Monitoring Officer will also be arranging meetings with Clerks of Town and Community Councils within the Vale of Glamorgan on a six monthly basis to discuss Monitoring Officer matters. At the meetings, the Monitoring Officer will also discuss the findings arising from the Independent Members of the Standards Committee observations of Town and Community Council meetings, the intention being to brief the Clerks with generic guidance. Feedback to

individual Clerks will be provided following each visit to the respective Town or Community Council.

### **3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?**

- 3.1** The role of the Standards Committee is to promote and maintain high standards of conduct by Councillors, Co-opted Members and Church and Parent Governor Representatives. It is intended that the process adopted within this report will aim to promote that role.

### **4. Resources and Legal Considerations**

#### **Financial**

- 4.1** Members will be remunerated for attendance under the allowance scheme agreed by the Independent Remuneration Panel and the Vale of Glamorgan Council's Constitution. Independent Members are able to claim for a maximum of 10 days per annum as detailed within the Council's Constitution.

#### **Employment**

- 4.2** Members will be remunerated for attendance under the allowance scheme agreed by the Independent Remuneration Panel and the Vale of Glamorgan Council's Constitution. Independent Members are able to claim for a maximum of 10 days per annum as detailed within the Council's Constitution.

#### **Legal (Including Equalities)**

- 4.3** The Council has a duty to establish and maintain a Standards Committee as defined by legislation as set out in the Standards Committees Rules and Regulations 2001 and the Standards Committee (Wales) Amendment Regulations 2006.
- 4.4** The role of the Standards Committee is to promote and maintain high standards of conduct by Councillors, Co-opted Members and Church and Parent Governor Representatives.

### **5. Background Papers**

None.

## TOWN AND COMMUNITY COUNCIL MEETING INFORMATION 2019

	<b>Council Meetings for 2019/20 as per TCC's website</b>
Barry Town Council	15 <sup>th</sup> April 13 <sup>th</sup> / 14 <sup>th</sup> May - Annual Meeting
Cowbridge with Llanblethian Town Council	16 <sup>th</sup> April 21 <sup>st</sup> May - Mayor Making 22 <sup>nd</sup> May - Annual Meeting 18 <sup>th</sup> June
Llantwit Major Town Council	21 <sup>st</sup> March 25 <sup>th</sup> April 17 <sup>th</sup> May - Annual Meeting
Penarth Town Council	21 <sup>st</sup> March 25 <sup>th</sup> April 17 <sup>th</sup> May - Annual Meeting
Colwinston Community Council	25 <sup>th</sup> March 3 <sup>rd</sup> Monday of each month
Dinas Powys Community Council	11 <sup>th</sup> April 9 <sup>th</sup> May - Annual Meeting
Ewenny Community Council	2 <sup>nd</sup> Wednesday of each month Annual Meeting before Council meeting
Llancarfan Community Council	18 <sup>th</sup> April 16 <sup>th</sup> May 20 <sup>th</sup> June 18 <sup>th</sup> July 19 <sup>th</sup> September 17 <sup>th</sup> October 21 <sup>st</sup> November 19 <sup>th</sup> December
Llandough Community Council	28 <sup>th</sup> March 25 <sup>th</sup> April 23 <sup>rd</sup> May 27 <sup>th</sup> June 25 <sup>th</sup> July 19 <sup>th</sup> September 24 <sup>th</sup> October 21 <sup>st</sup> November 12 <sup>th</sup> December
Llandow Community Council	11 <sup>th</sup> April 2 <sup>nd</sup> May 6 <sup>th</sup> June 4 <sup>th</sup> July 5 <sup>th</sup> September 3 <sup>rd</sup> October 7 <sup>th</sup> November 5 <sup>th</sup> December 2 <sup>nd</sup> January 2020
Llanfair Community Council	4 <sup>th</sup> April 2 <sup>nd</sup> May - Annual Meeting) 6 <sup>th</sup> June 4 <sup>th</sup> July 5 <sup>th</sup> September

	3 <sup>rd</sup> October 7 <sup>th</sup> November 5 <sup>th</sup> December
Llangan Community Council	2 <sup>nd</sup> April 7 <sup>th</sup> May 4 <sup>th</sup> June 2 <sup>nd</sup> July 3 <sup>rd</sup> September 1 <sup>st</sup> October 5 <sup>th</sup> November 3 <sup>rd</sup> December
Llanmaes Community Council	17 <sup>th</sup> April 15 <sup>th</sup> May - Annual Meeting
Michaelston le Pit and Leckwith Community Council	16 <sup>th</sup> April 15 <sup>th</sup> June 10 <sup>th</sup> September
Pendoylan Community Council	No forward meetings listed - Clerk emailed
Penllyn Community Council	1 <sup>st</sup> Monday of each month 1 <sup>st</sup> April 6 <sup>th</sup> May - Annual Meeting 3 <sup>rd</sup> June 1 <sup>st</sup> July 2 <sup>nd</sup> September 7 <sup>th</sup> October 4 <sup>th</sup> November 2 <sup>nd</sup> December 6 <sup>th</sup> January, 2020 3 <sup>rd</sup> February 2 <sup>nd</sup> March
Peterston Super Ely Community Council	8 <sup>th</sup> April 13 <sup>th</sup> May 10 <sup>th</sup> June 8 <sup>th</sup> July 12 <sup>th</sup> August 9 <sup>th</sup> September 14 <sup>th</sup> October 11 <sup>th</sup> November 9 <sup>th</sup> December
St. Athan Community Council	2 <sup>nd</sup> April 7 <sup>th</sup> May - Annual Meeting 4 <sup>th</sup> June 2 <sup>nd</sup> July 3 <sup>rd</sup> September
St. Brides Major Community Council	2 <sup>nd</sup> Monday of each month
St. Donats Community Council	3 <sup>rd</sup> April 1 <sup>st</sup> May
St. Georges and St. Brides Super Ely Community Council	3 <sup>rd</sup> Wednesday of every other month
St. Nicholas and Bonvilston	1 <sup>st</sup> April 13 <sup>th</sup> May - Annual Meeting

Community Council	3 <sup>rd</sup> June 1 <sup>st</sup> July 2 <sup>nd</sup> September 7 <sup>th</sup> October 4 <sup>th</sup> November 2 <sup>nd</sup> December
Sully and Lavernock Community Council	1 <sup>st</sup> Tuesday of each month
Welsh St. Donats Community Council	2 <sup>nd</sup> April 7 <sup>th</sup> May - Annual Meeting
Wenvoe Community Council	3 <sup>rd</sup> Thursday of each month 18 <sup>th</sup> April 2 <sup>nd</sup> May - Annual Meeting 16 <sup>th</sup> May 20 <sup>th</sup> June 18 <sup>th</sup> July 19 <sup>th</sup> September 17 <sup>th</sup> October 21 <sup>st</sup> November 19 <sup>th</sup> December 16 <sup>th</sup> January, 2020 20 <sup>th</sup> February 19 <sup>th</sup> March
Wick Community Council	Unable to access website - Clerk emailed

NB – There are no dates as yet for some of the TCC 's on their website for 2020. As dates are known Independent Members will be informed accordingly.