

# Powys County Council Standards Committee Annual Report 2023-24



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## **Chair's statement**

This is the second report of this type to the Full Council and I hope you will find it useful. We welcomed an opportunity to meet with Group Leaders and develop a collaborative relationship. This year the meetings were more productive and we decided to increase the time allocated to each meeting with a Group Leader by 10 minutes next year. Our goal is to maintain high standards of conduct by members and so improve their standing and trust amongst the public. We would welcome any suggestions you might have about content or format of this report.

Stephan Hays

Chair, Standards Committee and Standards Community Sub-Committee

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## Introduction

The Local Government Act 2000 requires Councils to establish a Standards Committee to promote and maintain high standards of conduct and probity in the conduct of Councillors. The Local Government & Elections (Wales) Act 2021 introduced a mandatory requirement for Standards Committees to present an annual report to full Council. The annual report is to relate to the financial year, that is, the 12 month period ending on 31st March. However, the Committee has agreed to report its activities for the period 13 June 2023 – 9 May 2024 to enable it to report on its meetings with Group Leaders.

This statutory report must describe how the Committee has discharged its functions during the previous year and must include a summary of any reports, actions or recommendations made or referred to the Committee. Full Council must consider the Committee's annual report within three months from receiving the report.

## Membership of the Standards Committee and Community Sub-Committee

The Committee comprises five Independent (Lay) Members together with four County Councillors. The Committee has a Community Sub-Committee dealing with all standards relating to town and community councillors. The five Independent (Lay) Members sit on this Community Sub-Committee together with one of the County Councillors from the main Standards Committee and three town community councillors, one from each area - Brecknockshire, Radnorshire and Montgomeryshire.

The Chair and Vice Chair of the Standards Committee must be appointed from amongst the independent lay members.

The membership of the Committees during 13 June 2023 – 9 May 2024 was as follows:

### **Standards Committee:**

#### **Independent (Lay) Members [5]:**

- Stephan Hays, Chair
- Claire Moore, Vice Chair
- Jonathan Goolden
- Russell Stafford-Tolley
- Nigel Steward

#### **County Councillors [4]:**

- Councillor Iain McIntosh
- Councillor Liz Rijnenberg
- Councillor Beverley Baynham
- Councillor William Powell

**Standards Community Sub-Committee:  
Independent (Lay) Members [5]:** as Standards Committee  
**County Councillors [1]:**

- Councillor Iain McIntosh

**Town and Community Councillors [3]:**

- Councillor Karen Coldrick [from 21 June 2023]
- Councillor Stephen Deeks-D’Silva [from 25 October 2023]
- Councillor Richard White

Biographies of current members, where they wish to provide one, are provided in Appendix 1.

## **Principles of public life**

The ten general principles of public life based on the principles originally set down by the Nolan Committee in 1995 are detailed in Appendix 2.

## **Role of the Committees**

The Standards Committee has a role in respect of the 68 councillors and the Co-opted members of Powys County Council.

The role of the Standards Committee in relation to County Councillors and Co-opted Members of the County Council, as laid down in the Local Government Act 2000 and the Local Government and Elections (Wales) Act 2021, is as follows:

- (1) promoting and maintaining high standards of conduct by councillors and co-opted members and
- (2) assisting the councillors and co-opted members to observe the Members’ Code of Conduct.

In particular the Committee has the following specific functions:

- (3) advising the Council on the adoption or revision of the Members’ Code of Conduct;
- (4) monitoring the operation of the Members’ Code of Conduct; and
- (5) advising, training or arranging to train councillors and co-opted members on matters relating to the Members’ Code of Conduct.

In addition, the Committee also:

- (i) grant dispensations to councillors and co-opted members from requirements relating to interests set out in the Members’ Code of Conduct.
- (ii) dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter referred to that officer by the Public Services Ombudsman for Wales.
- (iii) oversee the Council’s “Whistle-blowing” regime.

- (iv) providing advice to individual councillors on such issues as the treatment of personal interest and on conduct matters generally.
- (v) determine appropriate action on matters referred to it by the Public Services Ombudsman.
- (vi) overseeing the Register of Interest of Members and co-opted members.
- (vii) overseeing the Council's rules and protocols on accountability of members.
- (viii) overseeing the attendance of Members and Co-opted Members at committees.
- (ix) overseeing the training of Members serving on all committees of the Council.
- (x) ensuring group leaders have access to advice and training to support them in duties to promote and maintain high standards of conduct and to monitor group leaders' compliance with those duties.
- (xi) after the end of each financial year make an annual report to the authority describing how the committee's functions have been discharged during the financial year and setting out an overview of conduct matters within the council.

The Committee also considers any late claims for travel expenses submitted by members.

The Standards Community Sub-Committee has a role in respect of the 1041 community councillors on the 110 town and community councils in Powys. In respect of town and community councillors the Sub-Committee has a role in respect of 1 – 5 and (i) and (ii) above.

## **The Committees' Work in 2023-2024**

### **Standards Committee**

**Code of Conduct training** – During the year there were three by elections and the Committee was advised that the elected members had completed the mandatory training on the Code of Conduct. Mid-term refresher Code of Conduct training was provided on 15 April 2024 for all councillors and co-opted members. At the time of writing this report 10 councillors and two co-opted members, who were unable to attend the session, had not completed the training. Two other councillors only attended part of the training. These members and co-opted members have been asked to view the recording.

**Dispensations** – the Standards Committee did not receive any requests from county councillors for dispensations. An annual review of the use of the General Dispensations agreed in December 2022 was undertaken. During the period 9 May 2022 – 17 May 2023 inclusive, the General dispensation - School Governors [councillors who are school governors appointed otherwise than by the Council] – was used by one councillor at a County Council meeting.

**Complaints of breach of the Code of Conduct** – the Committees receive reports on the complaints made to the Public Service Ombudsman for Wales (PSOW), in respect of county councillors and town and community councillors and the status of

the complaints. During the period of this report the Ombudsman received the following number of complaints:

2 in respect of County Councillors:

- not investigating - 1
- investigating - 1

5 town and community councillors:

- not investigating - 4
- investigating - 1

The Committees receive links to the Ombudsman's [Ombudsman Wales - Our Findings](#), which is updated on a monthly basis.

**Recommendations made by the Public Service Ombudsman for Wales (PSOW) or Adjudication Panel for Wales [APW]** – a complaint regarding former County Councillor Tim Van-Rees was referred by the Ombudsman for consideration by the Standards Committee. As reported in last year's report the Standards Committee held an initial hearing in July 2022 and agreed to proceed to a hearing. A preliminary hearing was held in January 2023 and a hearing took place in late June 2023. The Standards Committee at a hearing on the 26 June 2023, concluded that the former Member had breached the County Council's Code of Conduct for Members, namely paragraphs:

4. You must (a) - carry out your duties and responsibilities with due regard to the principle that there should be equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion;
- (b) show respect and consideration for others
- 6 (i)(a) 1 You must – (a) not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute;
- 7 (b) (i) use, or authorise others to use, the resources of your authority - imprudently;
- (iv) other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of the authority or of the office to which you have been elected or appointed;
- (vi) improperly for private purposes.

The Committee concluded that the former councillor should be censured.

A complaint in respect of a county councillor referred to the Standards Committee by the Ombudsman was considered at a preliminary hearing by the Standards Committee in May 2024. The Committee agreed to refer the complaint to Ceredigion County Council's Standards Committee for determination. The Committee came to this decision to address any issues of public perception and to ensure natural justice and fair treatment for the member involved. The outcome of the hearing will be included in next year's report.

As reported in the 2022-23 Annual Report a complaint in respect of former County Councillor Karen Laurie-Parry was referred to the APW. At its meeting in July 2023

the APW imposed a suspension of 18 months on the former councillor. As previously reported the APW also considered a complaint in respect of former Councillor Donald Jenkins [St Harmon Council] in July 2023. The APW resolved that former Councillor Donald Jenkins [St Harmon Community Council] be disqualified for 15 months from being or becoming a member of the Relevant Authority or any other relevant authority within the meaning of the Local Government Act 2000.

**Annual meeting with Political Group Leaders regarding their new duties to promote and maintain high standards of conduct** – hybrid meetings were held with Group Leaders on 1 and 9 May 2024. The Committee and Group Leaders welcomed the opportunity to meet to consider the Group Leaders’ new duties and how these had been addressed. Appendix 3 provides a summary of the meetings. The Committee has identified a number of issues which will be actioned and will report on these in its next annual report.

**Councillors’ attendance at committee meetings** – the Committee reviews the attendance of councillors at committee meetings. Councillors are required to have an attendance level of at least 60%. The Chair of the Standards Committee writes to councillors with attendance levels below 60%, asking them to check the records of their attendance and if, after checking, the level remains below 60% that are asked to explain the reason for absences.

At its meeting in June 2023 the Committee was advised that five members had attendance under 60% for the period 9 May 2022 to 17 May 2023 inclusive. The Committee noted that four had absences due to personal reasons and one due connectivity issues for online meetings.

**Observing County Council meetings by Standards Committee members** – the Committee agreed that as part of its Work Programme, Independent members, on a rota basis, would observe Council meetings. The purpose of this is to observe meetings in respect of the Code of Conduct, standards and ethical issues. A reporting template was produced and is used by the Independent Member to feedback their observations.

Observations were made at the Council meetings on 20 July and 5 October 2023. The reports were considered at the Standards Committee meeting on 25 October 2023. It was noted that observing the meeting in person in County Hall may give the observer a better feel of the meeting and issues discussed. It was agreed by the Committee that the observation reports would be shared with the Chair of Council and the Chairs of other committees.

**Annual Review of Register of interests of members, co-opted members and Church and Parent Governor representatives and officers** – the Committee, at its meeting in June 2023 noted that all councillors had reviewed their register of interests and the Monitoring Officer would continue to remind the three co-opted



members and Church and Parent Governor representatives to complete their reviews. These reviews were completed.

**Overseeing the Council's rules and protocols on accountability of members –**

The Committee has a role overseeing the Council's rules and protocols on accountability of members, the relevant sections of the Constitution relating to these are Section 21 - Protocol on member/officer relations and Section 25 Local Resolution Process. At its meeting in October 2023 the Committee was advised that during the period May 2022 – September 2023 inclusive there were no complaints about potential breaches by members/officers in respect of Section 21 and no complaints had been dealt with under the Local Resolution Process during the period May 2022 – September 2023 inclusive.

**Annual review of acceptance of gifts and hospitality by members -** The Code of Conduct for Members states the following:

“9 You must – (b) avoid accepting from anyone gifts, hospitality (other than official hospitality, such as a civic reception or a working lunch duly authorised by your authority), material benefits or services for yourself or any person which might place you, or reasonably appear to place you, under an improper obligation.”

However, where a member does accept a gift etc paragraph 18.5.6.1 states: “Where you accept any gift or hospitality which you estimate to have a market value or cost of provision of £25 or greater,(or where you accept a working lunch of the type described in paragraph 3.1 (vi) above where the cost or value exceeds £10) you must, as soon as possible after receipt of the gift or hospitality, make a declaration in writing to the Monitoring Officer officer...”. Members are required to register gifts and hospitality on a form or via an online form and details are available to view on their Council webpage.

The annual review of acceptance of gifts and hospitality by Members was undertaken for the period 19 May 2022 and 1 February 2024 and considered by the Committee on 7 February 2024. The Committee noted that six members had declared gifts and /or hospitality during this period. The Committee had no concerns about the level of hospitality recorded by members and noted the hospitality offered by the Green Man Festival. It was considered that this current level was not of concern but if it was found that the majority of members were being offered hospitality by an organisation, such as a festival, the Committee may wish to look at this.

**Whistleblowing Policy** – the Committee considered the Whistleblowing cases and outcomes since 2019/20 at its meeting in February 2024. It was noted that Section 115 of the Local Government and Elections (Wales) Act 2021 now requires the Council's Governance and Audit Committee to review and assess the authority's ability to handle complaints effectively, including the handling of Whistleblowing complaints and therefore the reporting of whistleblowing complaints will be made to the Governance and Audit Committee and not to the Standards Committee. The

Committee was advised that the Council's Constitution would need to be amended to reflect this new legislation.

**National Standards Committee Forum** - The Chairs of the Standards Committees of the 22 Councils, three Fire Authorities and three National Park Authorities participate in the Forum. The purpose of the Forum is to share best practice and provide a forum for problem solving across Wales. The Forum met on 30 June 2023 and 29 January 2024.

### **Standards Community Sub-Committee**

**One Voice Wales [OVW] – Civility and Respect Project** – at the meeting in June 2023 the Sub-Committee welcomed Mr Paul Egan, Deputy Chief Executive and Resources Manager, OVW to talk about this project. OVW was involved in the project and the main partners were the Society of Clerks and the National Association of Local Councils. It was noted that because of the different ethical framework in Wales some elements of the project may not be entirely suitable or relevant for councils in Wales. The project was set up due to many councillors and clerks leaving the sector as a result of disrespectful and bullying treatment. OVW would review all the materials produced by the project and develop a Civility and Respect Pledge specifically for Wales. It would contact the Monitoring Officers in Wales and ask them to ask Standards Committees to endorse it and encourage councils to adopt the Pledge.

**Dispensations** - The Standards Community Sub-Committee granted a dispensation to Councillor Barry Thomas, Llangyniew Community Council to make written representations only in respect of proposals to develop the caravan and chalet park in the area.

**Recommendations made by the Public Service Ombudsman for Wales (PSOW) or Adjudication Panel for Wales [APW]** – As reported in the 2022-23 Annual Report the APW considered a complaint in respect of former Councillor Donald Jenkins [St Harmon Council] in July 2023. The APW resolved that former Councillor Donald Jenkins [St Harmon Community Council] be disqualified for 15 months from being or becoming a member of the Relevant Authority or any other relevant authority within the meaning of the Local Government Act 2000.

### **Committee meetings and attendance record**

Details of the number of meetings and attendance details are provided in Appendix 4. Meetings are held in public unless the Committee determines that an exemption exists and the meeting needs to be held in private to protect individuals.

## **Future work priorities**

The Committee's Work Programme is provided in Appendix 5. The Programme is updated at each meeting.

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## Standards Committee

### Independent Members

#### **Claire Moore**

Independent Member of Standards Committee since May 2019 and Deputy Chair of Standards Committee.

Claire has a degree in politics and has extensive experience in the public sector which includes specialising in strategy development, expanding and leading multi-agency partnerships and commissioning services for large organisations.

Claire lives on her family farm in the Brecon Beacons and is currently an independent member of Brecon Beacons National Park Authority Standards Committee, Chair of governors at Sennybridge Primary School and a trustee at Brecon MIND.

#### **Jonathan Goolden**

Jonathan's roots are in the Mid Wales Marches. He is a solicitor and partner in a large regional law firm in England and splits his time between Welshpool and Lincolnshire. He is the Monitoring Officer for a national park authority in England and advises local authorities, schools and businesses on a range of governance, ethics and regulatory issues as well as conducting complex investigations in the public sector.

#### **Russell Stafford-Tolley**

Russell served as a Royal Engineer Officer from 1973 to 2001. During this time he served in the UK and Germany and then with Commando Forces deploying to the Falkland Islands as an operations officer. Other appointments included unit command, an instructor at the Royal School of Military Engineering from where he led unit training in Gibraltar, Hong Kong, Cyprus, Brunei and Columbia, before taking command of Sennybridge Training Area which at the time required the coordination of a £20M refurbishment programme on the ranges and the early development of the Army Training Estate Wales and West Midlands. Russell was the first Joint Regional Liaison Officer for Headquarters 160 (Wales) Brigade based in Brecon, working with local authorities and emergency services across Wales, before retiring in November 2006 when he then became Commandant to Gwent and Powys Army Cadet Force (ACF). There followed a spell as the Army Cadet Force Association OUTREACH Coordinator for Wales, helping to develop and inspire young people, and then Chairman before his second retirement in 2013. He is married to Susan, lives near Brecon and interests include horses, sheepdog trials, tractors, walking and singing with a local male voice choir.

#### **Nigel Steward**

Nigel has worked in the public and charitable sectors for more than 40 years. He originally specialised in financial control and computer audit and latterly gained

considerable experience covering GDPR as well as corporate governance and performance management. His last role was acting as a Deputy Chief Executive Officer of a Charity Infrastructure Organisation.

He holds professional qualifications in finance and computer audit and is a Fellow of the Chartered Management Institute.

Having visited the Brecon Beacons for more than 40 years, he and his wife moved to Powys in 2018. Since their move he has enjoyed being a trustee, treasurer and vice-chair of several small organisations and charities and has recently been elected as a Trustee of ScoutsCymru.

## **County Councillors**

### **Councillor Beverley Baynham**

Councillor Beverley Baynham was appointed to the Standards Committee at Powys County Council's AGM in May 2023.

Councillor Beverley has served as a Community Council since June 2008 and been Mayor of Presteigne & Norton Town Council twice in that time. Elected as a County Councillor in May 2017, representing the Presteigne Ward, she has held a variety of roles including Chair of the Radnorshire Committee, Assistant Vice Chair, Vice-Chair & Chair of Council as well as serving a short time as a Cabinet Member from June 2021 to May 2022. As a Cabinet Member responsibilities included the workforce, public protection and ICT. She has also served on various committees including Audit and Employment & Appeals.

In May 2022 Councillor Beverley was appointed Vice Chair of Council for a second time and took over as Chairman at the AGM in May 2023.

In her professional career Beverley has worked as a Social Care Manager for a charitable organisation since 2001. She has professional qualifications in Accountancy and a Diploma in Leadership & Management.

### **Councillor Iain McIntosh**

Councillor Iain currently sits as the elected Powys County Councillor for the Yscir with Honddu Isaf and Llanddew ward, just to the North of Brecon in Powys. Since taking this role in June 2017 he spent time as a Cabinet member, with responsibilities for Housing, Planning and Economic Regeneration. Councillor Iain has been a member of the following Council committees; 'Planning, Taxi Licencing and Rights of Way', 'Licensing Act 2003', 'Economy, Residents and Communities Scrutiny', 'Learning and Skills Scrutiny', and 'Standards'. He has also represented Powys County Council as a member of the Bannau Brycheiniog/Brecon Beacons National Park Authority.

Outside his Council commitments Iain runs a family business in Brecon, established in April 1994.

### **Councillor Liz Rijnenberg**

Councillor Liz Rijnenberg, Welsh Labour, was elected to Powys County Council in November 2019. She is a member of the Standards, Health and Social Care and Economy Residents and Communities Committees.

Councillor Liz represents Powys County Council on the Dyfed Powys Police and Crime Panel and has recently been nominated to join the Powys County Council Foster Panel.

After completing a degree in Social Policy and Administration at Nottingham University Liz completed an MA in Social Work. She later joined the Probation Service where she worked as a practitioner, subsequently moving into strategic roles including CEO positions in both England and Wales. During her working career Liz developed community services for women offenders as alternatives to custody and served on the Advisory Board for Female Offenders. She completed a MSt in Criminology at Cambridge University which included research into the impact of parental imprisonment on children. She was made an OBE in 2016 in recognition of her services to Probation.

### **Councillor William Powell**

William Powell was educated at Talgarth CP School, Gwernyfed High School and Pembroke College, Oxford, graduating with a 2:1 degree in Modern Languages in 1983.

Brought up in the Black Mountains, William has been a partner in the family farm since August 1986 and taught French and German in several state and independent schools in Herefordshire and Gloucestershire for 17 years, latterly as Head of German and European Officer at Hereford Sixth Form College.

Elected to Powys County Council as Welsh Liberal Democrat County Councillor for Talgarth in June 2004, William has been re-elected on four subsequent occasions. As well as joining the PCC Standards Committee recently, Councillor William has served on the Governance and Audit Committee, as well as previously on the Planning and Licensing Committees. He has also been a member of the Dyfed-Powys Police and Crime Panel since June 2017.

As a member of the National Assembly for Wales (now Senedd Cymru) for Mid and West Wales 2011 – 2016, he served as Chair of the Cross-Party Petitions Committee, as well as a member of the Environment and Sustainability and Constitutional Affairs Committees. Throughout the term, he also represented his party on the Commonwealth Parliamentary Association and the British-Irish Parliamentary Assembly.

A member of the Brecon Beacons National Park Authority 2004 – 2011, Councillor William rejoined the now restyled Bannau Brycheiniog National Park Authority in May 2022 and currently chairs the Audit & Risk Committee. He is working with members, senior officers and Audit Wales to help restore confidence in the Authority's governance arrangements, following a recent period of turbulence.

## **Conduct of Members – The Principles<sup>1</sup> [Extract from the Council Constitution]**

### **SELFLESSNESS**

18.2.1 Members must act solely in the public interest. They must never use their position as Members to improperly confer advantage on themselves or to improperly confer advantage or disadvantage on others.

### **HONESTY**

18.2.2 Members must declare any private interests relevant to their public duties and take steps to resolve any conflict in a way that protects the public interest.

### **INTEGRITY AND PROPRIETY**

18.2.3 Members must not put themselves in a position where their integrity is called into question by any financial or other obligation to individuals or organisations that might seek to influence them in the performance of their duties. Members must on all occasions avoid the appearance of such behaviour.

### **DUTY TO UPHOLD THE LAW**

18.2.4 Members must act to uphold the law and act on all occasions in accordance with the trust that the public has placed in them.

### **STEWARDSHIP**

18.2.5 In discharging their duties and responsibilities Members must ensure that their authority's resources are used both lawfully and prudently.

### **OBJECTIVITY IN DECISION-MAKING**

18.2.6 In carrying out their responsibilities including making appointments, awarding contracts, or recommending individuals for rewards and benefits, Members must make decisions on merit. Whilst Members must have regard to the professional advice of officers and may properly take account of the views of others, including their political groups, it is their responsibility to decide what view to take and, if appropriate, how to vote on any issue.

### **EQUALITY AND RESPECT**

18.2.7 Members must carry out their duties and responsibilities with due regard to the need to promote equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion, and show respect and consideration for others.

### **OPENNESS**

18.2.8 Members must be as open as possible about all their actions and those of their authority. They must seek to ensure that disclosure of information is restricted only in accordance with the law.

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<sup>1</sup> The Conduct of Members (Principles) (Wales) Order 2001 – S.I. 2276

## **ACCOUNTABILITY**

18.2.9 Members are accountable to the electorate and the public generally for their actions and for the way they carry out their responsibilities as a Member. They must be prepared to submit themselves to such scrutiny as is appropriate to their responsibilities.

## **LEADERSHIP**

18.2.10 Members must promote and support these principles by leadership and example so as to promote public confidence in their role and in the authority. They must respect the impartiality and integrity of the authority's statutory officers and its other employees.

## **Protocol - Standard of Conduct Expected by Members**

18.3 This protocol sets out the standards of conduct expected from Members within Powys County Council in dealing with each other. It should be read in conjunction with the Members Code of Conduct <sup>2</sup>and the Member-Officer Protocol<sup>3</sup>. It adds to these documents and does not detract from them.

Members are expected:

## **PUBLIC BEHAVIOUR**

- 18.3.1.1 to show respect to each other;
- 18.3.1.2 not to make personal abusive comments about each other;
- 18.3.1.3 not to publish anything insulting about each other;
- 18.3.1.4 not to make malicious allegations against each other;
- 18.3.1.5 not to publish or spread any false information about each other;
- 18.3.1.6 to show respect to diversity and equality;

## **BEHAVIOUR IN MEETINGS**

- 18.3.2.1 to behave with dignity;
- 18.3.2.2 to show respect to the Chair and obey his/her decisions;
- 18.3.2.3 not to use indecent language nor make racial remarks or remarks which prejudice any section of society;

## **CONFIDENTIALITY**

- 18.3.3.1 to keep the confidentiality of exempt papers and any other documents which are not public;
- 18.3.3.2 not to release confidential information to the press or the public;
- 18.3.3.3 not to use confidential information for purposes other than intended;

## **LOCAL MEMBERS**

- 18.3.4.1 to work with Members of adjoining electoral divisions for the benefit of the locality;
- 18.3.4.2 if dealing with any matter relating to another electoral division:
  - to explain to anyone seeking assistance that he/she is not the local Member;

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<sup>2</sup> See Section 18.1 above.

<sup>3</sup> See Section 21.



- to inform the local Member, unless it would lead to a breach of confidentiality.

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**Standards Committee meeting with Group Leaders to discuss the Group Leaders duties - 1 May and 9 June 2024 – to be added after the Standards Committee approves the report on 12 June 2024**

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## Committee meetings and attendance record

The Standards Committee usually meets on a quarterly basis with ad hoc meetings held as required. The Standards Community Sub-Committee meets when required and meetings follow the Standards Committee meetings.

Six Standards Committee meetings were held in the period 13 June 2023 – 9 May 2024 [inclusive] as follows:

- 21 June
- 26 June
- 25 October
- 7 February
- 1 May – meeting with Group Leaders
- 9 May – meeting with Group Leader

Meetings of the Standards Community Sub-Committee were held on 21 June and 25 October 2023.

<b>Committee Member</b>	<b>Attendance at Standards Committee</b>	<b>Attendance at Standards Community Sub-Committee</b>
Stephan Hays, Chair	5	2
Claire Moore, Vice Chair	5	2
Jonathan Goolden	4	1
Russell Stafford-Tolley	3	1
Nigel Steward	6	2
Councillor Beverley Baynham	4	N/A
Councillor Iain McIntosh	3	1
Councillor William Powell	4	N/A
Councillor Liz Rijnenberg	4	N/A
Town/Community Councillor Richard White	N/A	2
Town/Community Councillor – Karen Coldrick	N/A	1
Town/Community Councillor – Steve Deeks-D'Silva	N/A	1

## Work programme

### Standards Committee Work programme

#### Standing items on agendas:

- Monitoring Officer report – Code of conduct training, Attendance, Referral of Councillors to Public Services Ombudsman, Dispensation requests.
- Other items – Ombudsman Wales – Our Findings reports and Committee’s Work Programme and National Standards Forum.
- Code of Conduct, standards and ethical issues at Council meetings - On a rota basis, Independent Members to observe Council meetings and report back to Committee
- Guidance / briefing notes for Group Leaders on emerging topics - to highlight issues around any emerging topics to support Group Leaders in their role

#### 12 June 2024

Topic	Objective	Who is responsible	Outcome
Annual report	Approval of Annual report for submission to Council	Committee	Presentation of Annual report at the Council meeting on 11 July 2024
Monitor members' attendance at relevant meetings	To review members attendance at relevant meetings and consider any whose attendance is below 60%	Committee	Complete an annual review
Oversee the Register of Interest of Members, Co-opted members and Church and Parent Governor Representatives and Officers	To review the Register of Interest	Committee	Complete an annual review
General Dispensations	To review the use of General dispensations over the previous 12 months	Committee	Complete an annual review.

### 30 October 2024

Topic	Objective	Who is responsible	Outcome

### 2025 dates to be added when the Council diary is agreed

The following will be allocated to meetings in 2025, as appropriate, when the Council meetings diary has been agreed. Further topics will be added as required.

- Meeting with Group Leaders regarding duties
- Monitor and review the acceptance of gifts and hospitality by Members.
- General Dispensations
- Annual report
- Monitor members' attendance at relevant meetings
- Oversee the Register of Interest of Members, Co-opted members and Church and Parent Governor Representatives and Officers

### Standards Community Sub-Committee Work programme

#### Standing items on agendas:

- Monitoring Officer report – Referral of Councillors to Public Services Ombudsman, Dispensation requests.
- Other items – Ombudsman Wales – Our Findings reports and Committee's Work Programme

### 12 June 2024

Topic	Objective	Who is responsible	Outcome

### 30 October 2024

Topic	Objective	Who is responsible	Outcome