

From: Democratic Services

Sent: Tuesday, July 18, 2017 5:26 PM

To: clerk.lisvanecc@btinternet.com ; clerkosmcc@hotmail.co.uk ; clerk@pentrych.cc ; clerk@radyr.org.uk ; stfaganscc@aol.com ; clerk@tongwynlais.org

Cc: Fiore, Davina ; Marr, David

Subject: COMMUNICATION FROM THE MONITORING OFFICER CARDIFF COUNCIL

Dear Community Council Clerks,

I am writing to introduce myself as the Monitoring Officer for Cardiff Council and also for your Community Council, and to raise a number of issues with you.

Member Induction Programme 2017 – Members’ Code of Conduct

I would like to invite you and all of your members to attend a training seminar on the Code of Conduct. I can offer 2 alternative dates to try to maximise the opportunity for those interested to attend a workshop. Please can you complete and return the attached scheduling form by 28 July 2017 to confirm interest from you and your members and let us know your availability.

I would also like to arrange to meet with Clerks for an hour before the workshop to discuss other relevant issues such as the One Voice Wales Model Local Resolution Protocol for Community and Town Councils, which you may be aware of.

(i) Consultation on Appointment of Community Council Member of the Cardiff Council Standards and Ethics Committee

Cardiff Council needs to appoint a new community council member to join its Standards and Ethics Committee. As you will know, the Standards and Ethics Committee has statutory responsibility to promote high standards of conduct by elected members of county and community councils within its area and deals with some complaints relating to potential breaches of the Code. The Committee includes one community council member. Further information on the work of the Committee and the role of a Standards Committee member is enclosed.

Community Councillor John Hughes has served on the Standards and Ethics Committee since 2008, but his term of office has now expired and cannot be further extended. We need to consult with all community councils and One Voice Wales before making a new appointment..

We would like to invite each Council to submit nominations for this position, and ask all nominees to complete an Expression of Interest, by completing and returning the attached forms to reach us by no later than 29th September 2017.

If we receive more than one expression of interest we will arrange interviews in October. The new Community Council member will then be appointed, following approval by full Council, to take up their position on the Committee.

(ii) Local Resolution Protocol

As you will be aware, the Public Services Ombudsman has indicated that he is supportive of local resolution processes for dealing with relatively low-level complaints made by Members about the conduct of other Members; and One Voice Wales has drawn up a model protocol for community councils to use for this purpose. The model protocol is intended to be a starting point for individual community councils to consider and amend to suit their particular needs.

Cardiff Council has its own Local Resolution Protocol which is helpful in resolving Member disputes within Cardiff Council. I believe that local resolution could also be helpful for Community Councils and I would, therefore, encourage your Council to consider the One Voice Wales model Protocol and to formally adopt it, with any appropriate amendments to reflect the particular needs of your Council. As Clerks will have a key role to play in local resolution, I will be happy to discuss this issue with you and try to assist with any queries or concerns you may have.

(iii) Community Councils Charter

The Standards and Ethics Committee has considered the concerns raised by community councils about implementation of the Charter signed in 2012; and proposed a revised Charter, updated to reflect recent developments and current resource availability. However, concerns have been raised by your councils about the planning section of the Charter, and the role of community councils in decisions regarding Section 106 and Community Infrastructure Levy (CIL) funds. As planning matters are not within the remit of the Standards and Ethics Committee, the Committee has referred this issue to the Council's Head of Planning, whose view is that community councillors should feed any comments in through their Cardiff ward councillors. As there is no agreement on this, we are not able to progress this any further at this time.

Please could you let me know whether your councils are willing to sign up to the revised Charter (further copy attached for convenience). If there are still concerns with the planning section of the Charter, your councils may wish to consider as an alternative whether you wish to remove the planning section in its entirety and sign up to the remaining provisions of the Charter. Please note, that if your councils are not agreeable to either option, the Standards and Ethics Committee may not be able to progress this matter at this time.

I look forward to hearing from you and hope I will meet you in the near future.

Yours sincerely,

Davina Fiore

Cyfarwyddwr Llywodraethu a Gwasanaethau Cyfreithiol / Director Governance and Legal Services
Cyngor Dinas Caerdydd / The City of Cardiff Council

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