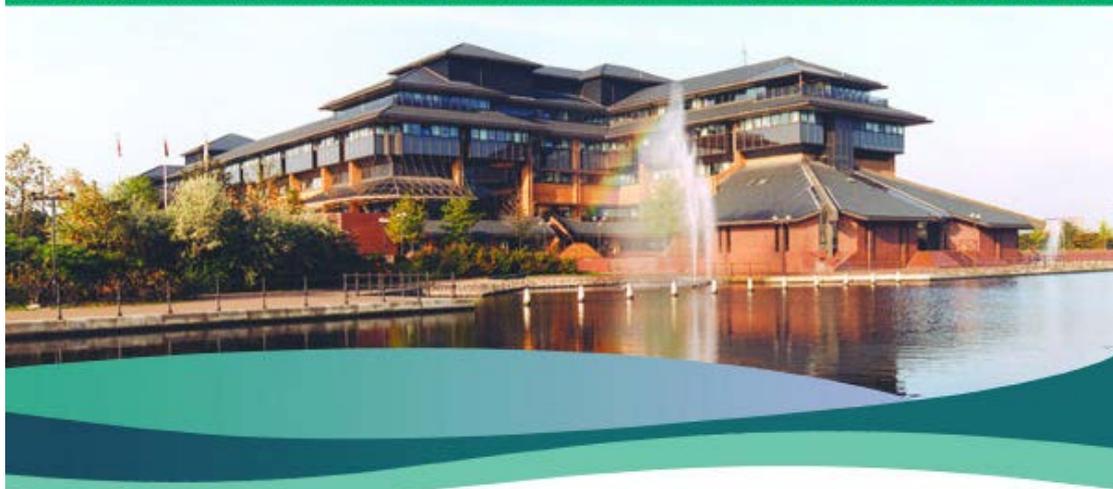


City & County of Cardiff

**Standards and Ethics
Committee**

**10th Annual Report
2013/14**



The Ten General Principles of Public Life

<p>Selflessness – members should serve only the public interest and should never improperly confer an advantage or disadvantage on any person.</p>	<p>Personal judgement – members may take account of the views of others, including their political groups, but should reach their own conclusions on the issues before them and act in accordance with those conclusions.</p>
<p>Honesty and integrity – members should not place themselves in situations where their honesty and integrity may be questioned, should not behave improperly, and should on all occasions avoid the appearance of such behaviour.</p>	<p>Respect for others – members should promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation or disability. They should respect the impartiality and integrity of the authority’s statutory officers and its other employees.</p>
<p>Objectivity – members should make decisions on merit, including when making appointments, awarding contracts, or recommending individuals for rewards or benefit.</p>	<p>Duty to uphold the law – members should uphold the law and, on all occasions, act in accordance with the trust that the public is entitled to place in them.</p>
<p>Accountability – members should be accountable to the public for their actions and the manner in which they carry out their responsibilities, and should co-operate fully and honestly with any scrutiny appropriate to their particular office.</p>	<p>Stewardship – members should do whatever they are able to do to ensure that their authorities use their resources prudently, and in accordance with the law.</p>
<p>Openness – members should be as open as possible about their actions and those of their authority, and should be prepared to give reasons for those actions.</p>	<p>Leadership – members should promote and support these principles by leadership, and by example, and should act in a way that secures or preserves public confidence.</p>
<p><i>“Nolan Committee on Standards in Public Life”</i></p>	

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Chair's Foreword

As Chair of the Standards and Ethics Committee, I am pleased to present the Committee's tenth Annual Report, which outlines the work undertaken by the Committee in 2013/14. In fact, whilst this is my first Annual Report as Chair of the Committee, sadly it will also be my last, as my second term of office is due to end on 27 July 2014. I will have served on the Committee for eight years.

The Standards and Ethics Committee remains committed to working in partnership with both County and Community Councillors in Cardiff to ensure that they respect the Code of Conduct and uphold the standards expected of those in public life. The Committee works with the Council's Monitoring Officer in ensuring that the principles of good governance and ethical standards remain central to the business of the Council and instil public confidence in those elected to public office.

In 2013/14, the Committee's main focus has centred on working positively and constructively with members to develop and approve guidance to support them in their use of social media. We have spent time working together on a practical handbook in collaboration with Councillor Jayne Cowan, Chair of Democratic Services Committee. I also spoke at a very well attended and lively training session "Social media – Staying out of Trouble"

The Committee also continues to extend an invitation to political group leaders and whips to meet with us on an annual basis in order to exchange views and take forward the Council's priorities in relation to ethical governance. This opportunity for consultation and discussion was invaluable to the Committee in developing the social media handbook recently.

I would like to welcome our three new independent members, Hollie Edwards-Davies, Hugh Thomas and Lizz Roe, who were appointed at the May Annual Council meeting. I hope they enjoy contributing to the life and work of the Council and Cardiff as I have.

Finally, I would like to thank all of the Committee Members – Independent Members, County Councillors and Community Councillors alike – and Council officers who I have worked with during the last six years. I would also like to extend my thanks to all of the officers of the Committee's Secretariat for their work and assistance during the last twelve months and, in particular, the new County Clerk and Monitoring Officer, Marie Rosenthal, and her team of expert lawyers and Democratic Services officers.

I know that my successor as Chair from July 2014 will continue to take forward the Standards and Ethics Committee's work programme and its commitment to upholding and improving standards, conduct and good governance within Cardiff Council.

Paul Stockton
Chair
Standards and Ethics Committee
Cardiff County Council

The Role of the Standards and Ethics Committee

The Committee operates within a statutory framework and the following terms of reference:

- (a) To monitor and scrutinise the ethical standards of the Authority, its members, employees and any associated providers of the Authority's services, and to report to the Council on any matters of concern.
- (b) To advise the Council on the content of its Ethical Code and to update the Code as appropriate.
- (c) To advise the Council on the effective implementation of the Code including such matters as the training of members and employees on the Code's application.
- (d) To consider and determine the outcome of complaints that Councillors and co-opted members have acted in breach of the Code in accordance with procedures agreed by the Standards Committee, including the imposition of any penalties available to the Committee.
- (e) To oversee and monitor the Council's whistleblowing procedures and to consider ethical issues arising from complaints under the procedure and other complaints.
- (f) To grant or refuse requests for dispensations in respect of members' interests under the Members Code of Conduct in accordance with the relevant statutory provisions.
- (g) To undertake those functions in relation to community councils situated in the area of the Council and members of those community councils which are required by law.
- (h) To recommend to Council and the Cabinet any additional guidance on issues of probity.
- (i) To hear and determine any complaints of misconduct by members or a report of the Monitoring Officer, whether on reference from the Ombudsman or otherwise.
- (j) To recommend the provision to the Monitoring Officer of such resources as he/she may require for the performance of his/her duties.

The Committee has identified its major role as being to:

- Promote and maintain high standards of conduct by County Councillors, Community Councillors and Co-opted Members.
- Provide support advice and training for County Councillors and Community Councillors on conduct and personal interests.
- Monitor the operation of the code of conduct and the governance of the Council.
- Hear and determine any complaints referred by the Public Services Ombudsman for Wales.
- Provide advice and guidance on the whistleblowing procedure, constitutional, protocols and ethical issues.

The Committee operates on the clear understanding that elected members that sit on the Committee are independent of political allegiance and that all discussions and decisions are taken with ethical principles at the forefront. The Committee is mindful that not all political groups are represented on the Committee, but welcomes attendance by all members at its meetings and is happy to receive contributions from those groups not so represented. The Committee wishes to do all it can to support elected members in their role.

The Committee's Work in 2013/14

- **Code of Conduct – Local Resolution of Alleged Misconduct Complaints**

The Public Services Ombudsman for Wales stated that around one third of complaints referred to him were “member-on-member” complaints. He also said that many of these related to relatively “low-level” behavioural issues, typically during what could often be seen as the “cut and thrust of council debate and local politics”. The Ombudsman was of the view that most of these, if investigated, would not result in a sanction being imposed. As a result, the Ombudsman indicated that such complaints could be more appropriately resolved informally and locally by the adoption of “Local Resolution Protocols”. The perceived advantages of doing so are to:

- a) speed up the complaints process;
- b) avoid unnecessary escalation of the situation which might impact on personal relationships and potentially cause wider damage to corporate governance or the reputation of the Council; and
- c) avoid unnecessary “formal” complaints and the involvement of the Ombudsman.

The Standards and Ethics Committee considered this matter previously in 2011/12 and has long been of the view that minor complaints would be more appropriately dealt with at a local level, but have not been empowered to enable this to happen. The Committee welcomed the new approach of the Ombudsman and worked hard to develop a protocol to provide for Local Resolution in Cardiff.

Local Resolution Protocol

In response to the background set out above, the Standards and Ethics Committee consulted with the Leaders and Whips of the various Political Groups at its meeting on 21 March 2013 in order to inform the development of a draft Local Resolution Protocol. Following detailed discussion and development of a draft Protocol, the Chair attended the Annual Meeting of the Council on 23 May 2013 to formally recommend to Council that the Local Resolution Protocol be adopted. Full Council was welcoming and supportive of the Chair's statement and resolved to adopt the Protocol.

Amendment of the Cardiff Undertaking

Local Resolution does not yet have a statutory basis. Therefore, compliance with the Protocol by members is voluntary. In order to ensure that the Protocol is given sufficient status, the Committee also recommended to Council that the Cardiff Undertaking (an oath given annually by all members) be amended to include specific reference to members' compliance with the Protocol. Again, Council on 23 May 2013 was supportive of the recommendation that the Cardiff Undertaking should be amended to ensure that members undertake to comply with the Protocol. All members have now signed the amended Cardiff Undertaking as follows:

THE CARDIFF UNDERTAKING FOR COUNCILLORS

This undertaking should be considered in conjunction with the Members' Code of Conduct and forms part of the ethical code which binds all Members of the City & County of Cardiff.

As a Councillor elected to the County Council of the City and County of Cardiff, and in accordance with the principles of public life:-

I UNDERTAKE TO:-

Promotion of equality and respect for others

1. *Represent Cardiff and all the people of Cardiff and to hold this duty of representation equally to all the people of Cardiff.*

Objectivity and propriety

2. *Consider all issues and cases brought to me on their merits.*
3. *Balance the interests of my Ward with the interests of the Council and the people of Cardiff as a whole.*

Selflessness and stewardship

4. *Give priority to the interests of the Council, Cardiff and of the people of Cardiff.*

Integrity

5. *Act according to the highest standards of probity in carrying out my various duties as a Councillor.*

Duty to uphold the law

6. *Adhere to and respect the Members' Code of Conduct and have proper regard to the advice and guidance issued by the Standards & Ethics Committee.*
7. *Adhere to and respect the provisions of any Local Resolution Protocol proposed by the Standards & Ethics Committee and adopted by Council.*

Accountability and openness

8. *Not to disclose information given to me in confidence.*
9. *Support and promote the conduct of the Council's business being carried out in an open and transparent manner.*

In order to enable me to carry out my duties I further undertake that I will commit to appropriate training to equip me to carry out my duties as a Councillor.

Name Date

Signed

Operation of the Protocol

The Committee proposed a number of options as to how the Protocol could operate. The option that was selected following extensive consultation is summarised below:

The Protocol anticipates that a complaint is first informally “mediated” by the Monitoring Officer. Should this informal approach not resolve the complaint, the Protocol envisages that the matter would be referred to a Sub-Committee of the Standards and Ethics Committee comprised of independent members for determination (referred to as the Hearing Panel).

The Protocol gives the Hearing Panel the ability to impose a range of sanctions should it find that there has been a breach of the Code.

- **Register of Gifts and Hospitality**

In accordance with the respective Codes of Conduct, members and officers are required to register the receipt of any gifts, hospitality or other benefits where the value of the item or benefits exceeds an amount determined by the Council from time to time.

At the request of the Committee forms were revised to make provision for members to indicate the capacity in which they received gifts and/or hospitality. The detail about capacity would be included in the reports to Committee from January 2014.

- **Social Media Handbook**

In October 2013 the Committee discussed initial views in relation to use of social media by members and agreed that an informal workshop to consider use of social media should be organised to provide members of the Committee with a good understanding of issues surrounding social media prior to considering the detail of drafting a guidance document for elected members. The workshop took place on 12 December 2013 and included presentations from the Chair of the Committee in relation to the rise in use of Social Media generally and from Councillor Cowan in relation to the use of social media by councillors. At the workshop consideration was given to policies used by other organisations.

The development of guidance for councillors was timely, as it is the intention of the Council to roll out new technology solutions, such as tablet computers, to elected members. At its meeting on 18 March 2014, the Committee considered a draft handbook on social media that had been produced for the guidance of elected members. It was agreed that amendments should be made and that a revised draft of the handbook be considered at a meeting of the Committee on 20 May 2014, and that political group leaders and whips should be invited to the meeting to take part in the discussion and give their views on the handbook. At that meeting, it was decided that it would be useful to remind members on the restrictions relating to use of Council IT equipment and resources as part of the handbook.

- **Whistleblowing Policy**

Under the Council's current Whistleblowing Policy, the County Clerk and Monitoring Officer is required to maintain a record of concerns raised and the outcomes. Under its Terms of Reference, the Standards and Ethics Committee has responsibility to ‘oversee and monitor the Council’s Whistleblowing procedures and to consider ethical issues arising’. The Committee last reviewed the policy with assistance from

the Council's Internal Audit team in 2006/07. Following the review the Committee recommended a revised policy to the then Executive, subject to consultation with staff and trade unions. The current policy was approved by the Executive in July 2007.

At its meeting on 15 October 2013 the Committee agreed that the Council's Whistleblowing Policy should be revisited as a priority and reported to the January 2014 Committee meeting. The Chair of the Committee requested that an informal workshop be arranged to consider this issue and make recommendations to the Committee. The workshop took place 16 December 2013.

Officers from Children's Services and from Communications attended the meeting of the Committee on 28 January 2014 to brief the Committee on how concerns relating to children are dealt with and on the Communications Plan to raise awareness of the policy. Amendments to the Whistleblowing Policy and Report Form were agreed and it was agreed that the County Clerk and Monitoring Officer, in consultation with the Chair, be authorised to finalise the revised policy and to recommend it to the Cabinet for adoption, subject to consultation with staff and trade unions as appropriate. The Communications Plan was approved.

At its meeting on 18 March 2014, the Committee again discussed the Whistleblowing Policy and considered a number of issues; confidentiality and protection of whistleblowers; protected disclosures; whistleblowing arrangements for schools; and arrangements for the staff of contractors used by the Council and the responsibilities of the Procurement Team in this respect.

Monitoring and Scrutinising

In addition to specific topics listed above, the Committee continued to monitor and scrutinise other matters relating to good governance and ethical standards on a regular basis during the course of the year as part of its annual work programme. These included:

- Registration of hospitality, gifts and other benefits received by members;
- Charter between Cardiff Council and Community Councils;
- Corporate Comments, Complaints and Compliments Policy;
- Annual meeting with political group leaders and whips;
- Discussion of consultation documents, including draft guidance issued by the Welsh Government relating to the Local Government (Wales) Measure 2011; and
- Relevant correspondence and guidance issued by the Welsh Government Minister for Local Government & Government Business and the Public Services Ombudsman for Wales.

Committee members have also attended meetings of Full Council and various other Committees of the Council from time to time as observers.

Future Priorities

The Committee regularly reviews its work programme and has identified the following priority areas for consideration in 2014/15.

- Use of Social Media
- Member Training and Development
- Public Engagement
- Meeting with the Public Services Ombudsman
- Inducting the new Independent Members of the Committee

Taking Action on Complaints

The Public Services Ombudsman for Wales has a role to oversee and promote the Code; assess allegations of misconduct and carry out any investigations and provide guidance for members and Standards Committees.

All complaints against County Councillors and Community Councillors in Cardiff that are made under the Members' Code of Conduct must be referred in the first instance to the Public Services Ombudsman for Wales who will assess allegations of misconduct and carry out any investigations to determine whether there has been a breach of the Code. Following the outcome of his initial investigation the matter may be referred to the Council's Standards and Ethics Committee or the Adjudication Panel for Wales.

The Monitoring Officer receives details of all complaints and decisions as to whether the complaint has any merit and whether it will be fully investigated. The following complaints against County Councillors and Community Councillors in Cardiff were considered by the Public Services Ombudsman for Wales in 2013/14:

County Councillors (4) –	
<ul style="list-style-type: none"> • 1 complaint was made by a County Councillor; • No complaints were made by members of staff; • 3 complaints were made by members of the public. 	<p>The outcomes of the complaints were as follows:</p> <p>2 complaints were closed by the Ombudsman after initial consideration.</p> <p>1 complaint was closed by the Ombudsman who determined that there was no evidence of a breach of the Code of Conduct.</p> <p><i>(1 complaint is ongoing)</i></p>
Community Councillors (1) –	
<ul style="list-style-type: none"> • No complaints were made by a Community Councillor. • 1 complaint was made by a member of the public. 	<p><i>A previous complaint made by a Community Councillor (also reported in the 2010/11 and 2011/12 Annual Reports) was referred to the Standards & Ethics Committee by the Ombudsman and was considered by a Sub Committee in June 2012. This matter is ongoing following the adjournment of an Adjudication Panel for Wales tribunal, which was due to be held in December 2012.</i></p> <p>1 complaint was closed by the Ombudsman after initial consideration.</p>

- **Referral of a Complaint from the Public Services Ombudsman for Wales**

On 26 March and 27 June 2012, a Sub-Committee of the Standards and Ethics Committee met to consider a complaint to the Public Services Ombudsman for Wales about a Community Councillor, which had been referred to the Monitoring Officer and the Committee. The Sub-Committee, which included at least two independent members and the appointed Community Councillor's representative, met initially on 26 March 2012 to review the Ombudsman's report and to make an initial determination in the matter. The Sub-Committee met again on 27 June 2012 and found subsequently that the Community Councillor had breached several paragraphs of the Code and took the decision to impose the heaviest sanction available to it, which was censure. A subsequent appeal against the decision of the Sub-Committee was made to the Adjudication Panel for Wales. A formal tribunal hearing date was scheduled originally for 17 December 2012, but this was adjourned and did not take place until 11 December 2013. The Adjudication Panel fully upheld the decision of the Sub-Committee.

At its meeting on 28 January 2014 the Committee received a report informing members of the decision of the Adjudication Panel. The report also detailed the timeline of the case, from the Sub-Committee's first consideration of it in March 2012 to the decision by the Adjudication Panel in December 2013. The Committee was concerned about the considerable delays that had occurred and it was agreed that the Chair should write to the Ombudsman to express the concerns of the Committee about the process and the frustration experienced by the Committee as a result of the delays.

- **Referral of an investigation by the Public Services Ombudsman for Wales in relation to an alleged breach of the Code of Conduct.**

Section 51 of the Local Government Act 2000 ("the Act") imposes a duty upon local authorities to adopt codes of the conduct that their members and co-opted members are expected to follow. In accordance with the Act the Council has adopted a Code of Conduct for Members. In addition to their statutory duty to comply with the code, Council Members are required to sign an undertaking that in performing their functions they will observe the Council's Code of Conduct.

Under section 69 of the Act the Ombudsman may investigate cases in which a written allegation is made to him by any person that a member or co-opted member (or former member or co-opted member) of a relevant Welsh authority has failed or may have failed, to comply with the Code of Conduct. The purpose of any investigation carried out by the Ombudsman under Section 69 of the Act, is to decide whether:

- a) there is no evidence of any failure to comply with the Code of Conduct;
- b) that no action needs to be taken in respect of the matters that were the subject of the investigation;
- c) the matters which are the subject of the investigation should be referred to the Monitoring Officer of the relevant authority concerned; or
- d) that the matters which are the subject of the investigation should be referred to the President of the Adjudication Panel for Wales for adjudication.

In October 2012, a complaint was made to the Public Ombudsman for Wales by a member that a fellow member has failed to observe the Members' Code of Conduct. The Ombudsman completed the investigation of the complaint on 15 April 2014 and concluded that the matter should be referred to the Monitoring Officer for consideration by the Standards and Ethics Committee.

The Ombudsman's report set out details of the allegation made, the legal background, the investigation carried out, the facts (both disputed and undisputed), findings in relation to the facts and the conclusions drawn.

The Committee considered the Ombudsman's report at its meeting on 20 May 2014 in order to make an initial determination in relation to the report as required by the relevant legislation (as described above) and to decide on the next steps to take. In accordance with the legislation governing this matter, the Committee was requested to make an initial determination that either:

- a) that there was no evidence of a failure to comply with the Code of Conduct; or
- b) that any person who was the subject of the investigation must be given an opportunity to respond, either orally or in writing.

For the avoidance of any doubt, it is important to point out that an initial determination that 'any person who is the subject of the investigation must be given an opportunity to respond, either orally or in writing' does not equate to the Committee finding that a breach of the Code of Conduct has occurred. Such determination, in effect equates to the Committee forming the view that, on the information before it, it is unable to draw the conclusion that there is no evidence of a failure to comply with the Code of Conduct and thereby dismiss the matter.

The Committee concluded that the member who was the subject of the investigation must be given an opportunity to respond, either orally or in writing.

A Hearing Panel was appointed and the Committee delegated to that Panel the authority to impose the sanctions available to the Committee in the event that a breach was found. The Hearing Panel was composed of three independent members and one of those was the Chairperson of the Committee. The Panel found that the Code had been breached but decided to take no further action following an apology from the member concerned and payment of the small sum of public money that had been spent on inappropriate postage costs of £10

As with the case of the complaint against a Community Councillor that was referred to the Adjudication Panel for Wales, in this case also the Committee was concerned about the considerable delay that had occurred before the Ombudsman's report was completed and, here too, it was agreed that the Chair should write to the Ombudsman to express the concerns of the Committee about the delay.

Committee Membership 2013/14

INDEPENDENT MEMBERS (CO-OPTED MEMBERS)

 <p>Paul Stockton MBE (Chair)</p>	<p>S. Paul Stockton works with cultural organisations and charities in Wales. He is a lecturer in Organisation, Planning and personal/professional development at the Royal Welsh College of Music and Drama, and at Bath Spa University. He is an Executive Committee Member of the Wales Association for the Performing Arts, a National Advisor for the Arts Council of Wales and until recently was a Member of the Board for the Chartered Institute of Marketing in Wales. Paul became an Independent Member of the Standards and Ethics Committee in July 2006 and is currently serving a second term on the Committee. He was appointed Vice-Chair of the Committee in June 2011 and as Chair in November 2013. Paul was awarded the MBE in 2011 for his service to the Samaritans.</p>
 <p>Richard Tebboth (Vice-Chair)</p>	<p>Richard Tebboth was born and brought up on the Essex edge of London – with a Welsh grandmother living nearby. He was educated at Sir George Monoux Grammar School, Walthamstow, and Christ’s College, Cambridge. After professional social work training he entered the Probation Service, working as practitioner and manager in South Yorkshire, Buckinghamshire and the West Midlands. In 1997, he joined the Social Services Inspectorate for Wales, becoming Deputy Chief Inspector and Acting Chief Inspector. He transferred into the senior civil service, in the Welsh Government’s Department for Public Service Improvement, until retirement in 2010. Richard lives in Llandaff, where he is Secretary of his local Residents’ Association. He was appointed as an Independent Member of the Standards and Ethics Committee in September 2011 and was appointed Vice-Chair on 28 January 2014.</p>
 <p>Dr James Downe</p>	<p>James is a Reader in Public Management and Director of the Centre for Local & Regional Government Research at Cardiff Business School. He has more than fifteen years’ experience of managing large-scale evaluations of public policy. His current research interests are in local government performance regimes, political accountability, public trust and the ethical behaviour of local politicians. He was a member of the UK Government’s Expert Panel on local governance and currently sits on the Welsh Government’s Public Service Scrutiny Reference Group. James is a trustee of CaST Cymru – a charity aiming to make a difference to children and their families through tackling inequality and building social inclusion. He became an Independent Member of the Standards and Ethics Committee in November 2013 and is currently serving his first term on the Committee.</p>

 <p>Maureen Hedley-Clarke MBE</p>	<p>Maureen Hedley-Clarke, before her retirement, was a Neurological and Paediatric Physiotherapist at Stoke Mandeville and Rookwood Hospitals, Craig-y-Parc School (Cerebral Palsy) and the Rhondda Health Trust. Maureen served on the Executive Committee and as Treasurer for the Chartered Society of Physiotherapy (SE Wales) and Executive Member of the All Wales CSP. She has been involved with the Samaritans; Riding for the Disabled; Victim Support; the Youth Offending Team, is a Governor of two schools – the Hollies school for Special Needs and also Moorland Road School. Maureen has served as Chairman of Ladies Circle, Inner Wheel and Tangent. She was a Member of the Medical Ethics Committee (SE Wales) and was awarded the MBE for her physiotherapy work in Wales. She became an Independent Member of the Standards & Ethics Committee in July 2006 and is currently serving her second term on the Committee.</p>
 <p>Deirdre Jones</p>	<p>Dr Deirdre Jones has spent over 30 years as an academic in Cardiff teaching and researching in the areas of health and social services; during which time she held consultancies nationally and locally. She has held positions with local and national branches of her relevant professional bodies. Deirdre has for many years been involved in charitable organisations, nationally and locally; mostly those involved in the well-being of older people and their carers. She is a member of a Local Research Ethics Committee and became an Independent Member of the Standards and Ethics Committee in July 2006. She is currently serving her second term on the Committee and has also served on the Standards Committee of the South Wales Police Authority since 2007</p>

COMMUNITY COUNCILLOR REPRESENTATIVE (CO-OPTED MEMBER)

 <p>Community Councillor John Hughes</p>	<p>John Hughes – a North Walian educated at Mold Alun Grammar School and, after developing his Insurance career in Chester and West Yorkshire, moved to Cardiff in 1972. John has practised in the Insurance industry for over 50 years, running his own Brokerage for 22 years. He has served St Fagans Community Council for over 23 years and was a former Chair of St Fagans Church in Wales Junior School. He was a Parochial Church Councillor and Organist of St Fagans Church for many years. He also represents Community Councils in Cardiff on the National Executive Council of One Voice Wales. John was appointed as the Community Councillor representative to the Standards & Ethics Committee in 2008. He is currently involved in charitable organisations, a keen golfer and gardener.</p>
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COUNTY COUNCILLOR REPRESENTATIVES

 <p>County Councillor Kathryn Lloyd</p>	<p>Councillor Kathryn (Kate) Lloyd MBE, JP was born in Llangadog, Carmarthenshire and has lived in Cyncoed, Cardiff since 1972. A Welsh speaker, she was a secretary by training, but devoted 18 years to caring responsibilities for family members before returning to employment in 1994. She is now retired and able to spend more time on her ward work and hobbies. Cllr Lloyd was elected as a County Councillor in 1999 to represent Cyncoed for the Liberal Democrat Party and she served as Lord Mayor of Cardiff in 2008-09. She was appointed as a County Councillor representative to the Standards and Ethics Committee in May 2012 and also serves currently on the Policy Review and Performance Scrutiny Committee. She is a governor of Lakeside and Rhydypenau Primary Schools. She is also an active member of Ararat Baptist Church in Whitchurch and a member of the Friends of Roath Park and Friends of Cathays Cemetery.</p>
 <p>County Councillor Georgina Phillips</p>	<p>Councillor Georgina Phillips was born and bred in Cardiff and has lived in the Old St Mellons area of the city for over 20 years. She was re-elected as a Labour County Councillor for Pontprennau and Old St Mellons in May 2012, having previously represented the ward for nine years from 1999 to 2008. Cllr Phillips was appointed as a County Councillor representative to the Standards and Ethics Committee in May 2012 and also serves currently on both the Council's Planning Committee and Economy & Culture Scrutiny Committee. Prior to 2012/13, she also served previously on the Council's Environmental and former Economic Scrutiny Committees. She is an appointed Council representative to the Willie Seager Memorial Homes Trust and, in turn, represents that body in a personal capacity on the South Wales Merchant Navy Welfare Board.</p>
 <p>County Councillor Dianne Rees</p>	<p>Dianne Rees, born and brought up in Cardiff, was first elected as County Councillor for Pontprennau and Old St Mellons in 2004. A trained secondary school teacher, she has served as a Justice of the Peace for 25 years, a Community Councillor for 19 years and is currently Chairman of Old St Mellons Community Council. As County Councillor, she has served on the Environmental Scrutiny Committee, SACRE (Standing Advisory Council for Religious Education) and chaired the Policy Review and Performance Scrutiny Committee between 2008 and 2012. She was appointed as a County Councillor representative to the Standards and Ethics Committee in 2012 and, since May 2012, also serves on the Children and Young People Scrutiny Committee. She has been Deputy Chairman of St Mellons Church In Wales Primary School for over 15 years.</p>

Attendance Record

The Committee has an agreed schedule of meetings with additional ad hoc meetings held as required. During 2013/14, the Standards and Ethics Committee met on the following dates:

- 16 July 2013
- 15 October 2013
- 28 January 2014
- 18 March 2014
- 20 May 2014

COMMITTEE MEMBER	ATTENDANCE	
	POSSIBLE	ACTUAL
Paul Stockton (Chair)	5	5
Richard Tebboth (Vice-Chair)	5	5
Dr James Downe	3	2
Maureen Hedley-Clarke	5	1
Deirdre Jones	5	4
Community Councillor John Hughes	5	5
County Councillor Kathryn Lloyd	5	3
County Councillor Georgina Phillips	5	5
County Councillor Dianne Rees	5	5

Helpful Contacts

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County Clerk and Monitoring Officer – Marie Rosenthal

Tel: (029) 2087 3860
Email: marie.rosenthal@cardiff.gov.uk

Public Services Ombudsman for Wales – Mr Nick Bennett

Tel: 0300 790 0203
Email: ask@ombudsman-wales.org.uk