

AGENDA

Committee	STANDARDS & ETHICS COMMITTEE	
Date and Time of Meeting	22 NOVEMBER 2011 AT 4.30 PM	
Venue	COMMITTEE ROOM 4, COUNTY HALL, ATLANTIC WHARF, CARDIFF	
Membership	Independent Members: Akmal Hanuk (Chairperson), Maureen Hedley-Clarke, Deirdre Jones, Paul Stockton, R Tebboth County Councillors Davies, Islam and Wakefield Community Councillor John Hughes	
		Approx Times
1.	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.	
		Cont'd ...

		Approx Times
(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 Executive 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.	
2.	Declarations of Interest- to be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.	4.30 pm
3.	Minutes – To approve as a correct record the Minutes of the meeting held on 27 September 2011 - copy attached.	4.30 pm
4.	All Wales Standards Conference 2011	4.35 pm
5.	Process for Dealing with Complaints against Members (Local Protocol)	4.55 pm
6.	Monitoring Officer's verbal update	5.15 pm
7.	Forward Plan 2011/12	5.35 pm
8.	Date of Next Meeting – 31 January 2012	

MELANIE CLAY
CHIEF OFFICER, LEGAL AND DEMOCRATIC SERVICES
16 November 2011
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