

# CITY & COUNTY OF CARDIFF DINAS A SIR CAERDYDD

STANDARDS AND ETHICS COMMITTEE: 27 January 2015

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REPORT OF THE MONITORING OFFICER AGENDA ITEM: 6

## COMMUNITY COUNCIL CHARTER

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### Reason for this Report

1. To report back on the work of the Task and Finish Group set up at the Committee last meeting to carry out the annual review of the Community Council Charter (“the Charter”).

### Background

2. The Standards and Ethics Committee has statutory responsibility for the promotion and maintenance of high standards of conduct within the Community Councils in its area (paragraph (g) of the Committee’s terms of reference); and also to consider ethical issues arising from complaints (Terms of Reference, paragraph (e)); and to recommend to Council and the Cabinet any additional guidance on issues of probity (Terms of Reference, paragraph h).

### Issues

3. At its last meeting, the Committee reviewed concerns about the effectiveness of the Charter and resolved to set up a Task and Finish Group to review the matter. The notes of the Group are set out at **Appendix A**.
4. The Charter was adopted by Cardiff Council on the 8 March 2012 and is attached as **Appendix B**. The original Charter reflects the model Charter issued by the Welsh Government under section 130-133 of the Local Government (Wales) Measure 2011.
5. The aim of the Charter is to support structured, regular engagement and communication between the County Council and the six Community Councils in Cardiff, based on the key principle of equality of partnership between the two tiers of local government.
6. The Charter provides that it is to ‘be fully reviewed every four years or more often if there is a need to do so’; and that the ‘Standards and Ethics Committee will also review progress towards achieving the measures and actions set out in the Charter and Charter Action Plan respectively on an annual basis’.

## Proposals to update the Charter

7. The findings of the Task and Finish group and subsequent discussions with the Cabinet Member (Democracy) Cllr Dan De' Ath and relevant Directors suggest that most of the Charter is still relevant and an important recognition of the role of Community councils in representing their local areas.
8. However a few sections do need to be updated in the light of the reduced resources available to provide regular liaison meetings, develop an annual action plan and changes to reflect the current Cardiff Partnership arrangements.
9. The Charter currently comprises 16 sections as follows with suggested revisions to 5 of them :
  - **Recognition**
  - **Local Governance** – Review obligation to hold regular quarterly liaison meetings , nominate a Community Liaison Officer and delete reference to “Proud capital leadership group”
  - **Consultation**
  - **Information and Communication-** Review obligation to provide list of contact persons
  - **Joint Working and Engagement**
  - **Land use Planning**
  - **Financial Support**
  - **Expertise**
  - **Ethics**
  - **Financial Arrangements**
  - **Delegating Responsibility for Service Provision**
  - **Sustainability**
  - **Community Strategy** – Update section to reflect Neighbourhood Partnership arrangements
  - **Community Council Elections**
  - **Action Plan-** review obligation to develop and monitor an annual Charter Action Plan
  - **Monitoring and Review** –review obligations to review charter every 4 years and develop an annual action plan

This report has been prepared by the Monitoring Officer. It contains all the information necessary to allow Members to arrive at a reasonable view, taking into account the advice contained in this section.

### Legal Implications

There are no direct legal implications arising from the recommendations of this report.

### Financial Implications

There are no direct financial implications arising from the recommendations of this report.

## **RECOMMENDATION**

The Committee is recommended to consider the proposed amendments to update the Charter with a view to referring the matter to cabinet for consideration

**Marie Rosenthal**  
**County Clerk and Monitoring Officer**  
15 January 2015

## **Appendices**

Appendix A            Notes of the Task and Finish Group meeting held on the 21  
October 2014

Appendix B            A Shared Community – Charter between Cardiff Council and  
Community Councils in Cardiff

## **Background Papers**

Standards & Ethics Committee report 'A Shared Community – Charter Between Cardiff Council and Community Councils in Cardiff', 31<sup>st</sup> January 2012; and minutes thereof;

Executive report 'A Shared Community – Charter Between Cardiff Council and Community Councils in Cardiff', 8<sup>th</sup> March 2012; and minutes thereof;