
**REPORT OF THE DIRECTOR OF GOVERNANCE AND LEGAL
SERVICES & MONITORING OFFICER**

MEMBER BRIEFING – SEPTEMBER 2017

Reason for this Report

1. To enable the Committee to consider the content of its next Member Briefing and approve arrangements for the Briefing to be finalised and issued.

Background

2. In response to the Wales Audit Office Corporate Assessment Follow-On Report, the Cabinet decided that the Standards and Ethics Committee should be asked to publish a biannual Member Briefing on the work of the Committee (Action reference P5a, approved by Cabinet in March 2016). The aim of the Briefings is to underline the importance of the Cardiff Undertaking and Member conduct and behaviour, and provide relevant guidance as necessary.
3. The Committee's first Briefing was issued in August 2016 and was well-received by Members. A short second briefing was later issued by the Chair in March 2017 drawing attention to certain allegations of bullying behaviour and inviting any Members who may have experienced such issues to speak personally with him.

Issues

4. The Committee is invited to consider and provide comments on the contents of its next Member Briefing, which is recommended to be issued to all Members in September 2017, when Members return after the summer recess.
5. A draft Briefing for discussion is attached as **Appendix A**.

Legal Implications

6. There are no direct legal implications arising from this report.

Financial Implications

7. There are no direct financial implications arising from this report.

RECOMMENDATION

The Committee is recommended to:

- 1) provide comments on the draft Member Briefing attached as **Appendix A**; and
- 2) delegate authority to the Monitoring Officer, in consultation with the Chair, to finalise the Briefing, having regard to comments provided by Members of the Committee; and
- 3) instruct the Monitoring Officer to issue the finalised Member Briefing to all Members in September 2017.

Davina Fiore

Director of Governance and Legal Services and Monitoring Officer

18 August 2017

APPENDICES

Appendix A - Draft Member Briefing, Issue No. 3, September 2017

Background papers

Standards and Ethics Committee report, 'Biannual Member Briefing', 20 July 2016

Standards and Ethics Committee Member Briefing, Edition 1 - Summer 2016

Members' Weekly Brief and Message from the Chair of the Standards and Ethics Committee, 20/03/17