

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

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**OBSERVATION OF COUNCIL, COMMITTEE AND COMMUNITY COUNCIL  
MEETINGS**

**Reason for this Report**

1. To invite the Committee to consider the opportunities in 2019 for Members of the Standards and Ethics Committee to observe meetings of the Council, its Committees and the six Community Councils in Cardiff.

**Background**

2. The Committee has agreed that observation of Council, Committee and Community Council meetings is helpful for members, in particular the Independent Members of the Committee, to gain experience of the Council and Committee processes, and to provide opportunities for first hand feedback to the Committee of any issues relating to standards and conduct.
3. On 30 November 2016 the Committee considered and approved a feedback proforma for use by the Members of the Committee when observing meetings of Cardiff Council, its Committees and Community Councils. Members were asked to complete a form for each meeting they attend and submit it for consideration at the next appropriate Committee meeting.

**Issues**

4. All forthcoming Council and Committee meetings are listed in the calendar of meetings, which is regularly circulated to Standards and Ethics Committee members and is published on the Council's website, here <http://cardiff.moderngov.co.uk/mgCalendarMonthView.aspx?GL=1&bcr=1&LLL=0>

5. Details of forthcoming Community Council meetings, as published on their websites, are as follows:

<b>Community Council</b>	<b>Dates and Venue</b>	<b>Contact Details Community Council Clerk</b>
<b>Lisvane</b>	To be confirmed	Haydn Davies <a href="mailto:clerk.lisvanecc@btinternet.com">clerk.lisvanecc@btinternet.com</a>
<b>Old St Mellons</b>	14 March (tbc), 7pm, Village Hall Second Thursday of every month	Neried Evelyn-Gauci <a href="mailto:clerk@oldstmellonscommunitycouncil.org.uk">clerk@oldstmellonscommunitycouncil.org.uk</a>
<b>Pentyrch</b>	18 March, 7pm, Village Hall	Helena Fox <a href="mailto:clerk@pentyrch.cc">clerk@pentyrch.cc</a>
<b>Radyr and Morganstown</b>	21 March, 7pm, Old Church Rooms	Lynne Thomas <a href="mailto:clerk@radyr.wales">clerk@radyr.wales</a>
<b>St Fagans</b>	1 April , 7pm, Village Hall 2 May, 7pm, Village Hall	Andy Gowman <a href="mailto:sfaganscc@btinternet.com">sfaganscc@btinternet.com</a>
<b>Tongwynlais</b>	To be confirmed	Nadine Dunseith <a href="mailto:clerk@tongwynlais.org">clerk@tongwynlais.org</a>

Before attending a Community Council meeting, Members are advised to contact the Clerk to confirm the meeting is going ahead and, as a courtesy, to inform the Clerk they will be attending.

6. The Feedback Proforma to record Members' feedback is attached as **Appendix A**.

### **Legal Implications**

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

### **Financial Implications**

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

## **RECOMMENDATION**

The Committee is recommended to note the information in this report and agree to observe appropriate meetings of the Council, Committees and Community Councils and provide feedback to the Committee.

**Davina Fiore**  
**Director of Governance and Legal Services and Monitoring Officer**  
**25 February 2019**

Appendix

Appendix A

Feedback Proforma