

Standards and Ethics Committee Annual Report 2019/20

Cardiff Council



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 style="text-align: center;"><i>“Nolan Committee on Standards in Public Life”</i></p>	

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Chair's Foreword

This report covers my first full year as Chair of the Standards and Ethics Committee and it has proved to be an interesting one. The Committee has continued to be active in providing advice on the effective implementation of the Code of Conduct and determining the outcome on a small number of complaints. These actions, alongside others such as attending Council and observing Community Council meetings, all help to promote the good standards of conduct of Members.

Generally, the conduct of Members is high with only nine complaints this year. Most of these complaints are made by a Member against a fellow Member. The Ombudsman and the Adjudication Panel for Wales have made it clear that Members are expected to have "thicker skins" than others, but abuse that is discriminatory in nature and/or intimidatory should not be tolerated.

Social media has often been the vehicle for comments which are alleged not to show respect and consideration to others. I would like to urge all Councillors to take care to avoid unduly personal or misleading comments on social media and to be aware of the Welsh Local Government Association's guidance on using social media.

The Committee has seen the introduction of new Independent members - Jason Bartlett, Arthur Hallett and Chrissie Nicholls – who are playing a dynamic role in all aspects of our work, and the retirement of colleagues (Richard Tebboth and Hugh Thomas) who have contributed significantly to the Committee for many years. Our thanks go to all Independent members for their work this year and to the County Councillors (Cunnah, Sandrey, Williams) and our Community Councillor representative (Stuart Thomas) who have worked constructively to improve the ethical culture of the council. I have been supported in my role by Hollie Edwards-Davies as vice-chair and all officials who have worked with great professionalism.

The work of the Committee this year has inevitably been affected by the Covid-19 pandemic and the essential business priorities of the Council during this period. I hope that 'normal' service and face to face meetings will be able to be re-introduced as soon as possible and the improvement in the conduct of Council meetings continues.

Finally, I would like to urge all Members to continue to report to the Monitoring Officer matters of concern so that they can be dealt with appropriately and remember that we all have a responsibility to promote and maintain high standards of conduct

James Downe
Chair of Standards and Ethics Committee

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.
- (k) All Members of the Committee will be required to undertake relevant training to enable them to properly discharge their 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 2019/20

COMMITTEE MEMBERSHIP

There have been significant changes in the Committee's membership over the year following the resignation of two independent members for personal reasons, firstly Lizz Roe in June 2019 and then approximately one month later, Hugh Thomas. Then, in September 2019, the second term of office of the Chair, Richard Tebboth, came to an end.

Professor James Downe was elected as Chair in September 2019 and Hollie Edwards-Davies as Vice-Chair.

A public appointments process was carried out, in line with the statutory rules, and in November 2019, three new independent members were appointed to the Committee: Jason Bartlett, Arthur Hallett and Chrissie Nicholls.

Community Councillor Stuart Thomas, Chair of Pentyrch Community Council has continued as the Community Council representative on the Committee. Councillor Stephen Cunnah, Councillor Joel Williams and Councillor Emma Sandrey have continued to hold the elected Member positions on the Committee.

HEARINGS PROCEDURE

The Committee reviewed its Hearings Procedure in respect of complaints referred to the Committee by the Ombudsman. Procedures were updated to reflect current legislation and to clarify hearing arrangements and ensure the procedures remain fit for purpose.

MEMBERS' GIFTS AND HOSPITALITY REGISTER

The Committee has carried out its annual review of the Members' Hospitality Registers covering the period from 17th November 2018 to 31st October 2019. It was agreed that Members should again be reminded of the importance of including a best estimate of the value of any gift or hospitality registered under the rules. The Committee considered the £25 registration threshold and agreed to make no changes to this.

COMMUNITY COUNCILS

The Committee has continued to engage with Community Councils to promote and maintain high standards of conduct within those Councils and build good working relationships with them. A Code of Conduct training and development session for Community Councillors was delivered in September 2019. Feedback indicated that Community Councillors found the session helpful.

The Monitoring Officer has continued to hold quarterly meetings with the Community Council Clerks to discuss and provide support and advice to Clerks in relation to Member conduct issues. Clerks have been encouraged to recommend their Councils adopt their own local resolution protocols, using the model developed by One Voice Wales and the Ombudsman, to resolve disputes amongst their community councillors.

Members of the Committee have also attended a number of Community Council meetings to familiarise themselves with the work of Community Councils and raise the profile of the Standards and Ethics Committee.

SENIOR OFFICERS' PERSONAL INTERESTS

The Committee gave further consideration to the Council's rules on Senior Officers' personal interests disclosures, in particular, whether the disclosure requirements should be extended to include publicly registering any trade union membership, home addresses and land ownership. Having carefully considered all relevant factors, the Committee agreed to make no changes to the current rules. Factors considered in reaching this decision included the roles and accountabilities of Senior Officers, the Council's duty of care towards its employees, and the available mechanisms whereby any Member who may be concerned about potential misuse of delegated powers can raise a complaint to the Monitoring Officer (who holds Senior Officers' Personal Interests Declarations and has access to other employee records in order to investigate any allegations). The Committee did, however, request that Senior Officers' Declarations of Interests, excluding trade union membership and home addresses, should be annually reported to the Committee for review on a confidential basis. The Council's Senior Management Team were consulted and were content to agree to this in order to provide Members with assurance and promote transparency and accountability.

OBSERVATION OF COUNCIL AND COMMITTEE MEETINGS

Independent members of the Committee and the Community Council representative have continued to observe meetings of Full Council and its Committees, as well as Community Council meetings and record their observations using the Committee's standard template form. Observations have been discussed at Standards and Ethics Committee meetings to inform the Committee's work and understand the work of the Council and Community Councils.

The Committee has been pleased to observe the good standards of Member conduct during Council and Community Council meetings. A number of recommendations have been made suggesting improvements to meeting arrangements, for example, in relation to displaying oral questions on screens or reading them out at Council meetings, improving sound systems and signage; declarations of interests, public seating, name plates and publication of reports for Community Council meetings. The Committee's recommendations have been well received and responded to positively.

Committee members are encouraged to continue attending different Council and Committee meetings for observation and feedback to the Committee.

ANNUAL MEETING WITH POLITICAL GROUP LEADERS AND WHIPS

The Committee meets informally with Group Leaders and Whips each year to discuss issues relating to Members' conduct and ethics. This annual meeting was postponed until September 2020 due to the Covid pandemic.

The results of the Members Survey 2019-20 in relation to conduct and behaviour issues were discussed with Leaders and Whips. It was noted that the number of reports of unacceptable behaviour, bullying or discriminatory behaviour was comparatively lower than previously and this was encouraging. However, the proportion of female respondents who had experienced unacceptable behaviour and the number of respondents who had experienced or witnessed unacceptable behaviour but not reported it was a concern. Suggested actions to address concerns included:

- Additional training should be considered. The Committee confirmed that refresher training on the Code of Conduct could be offered and welcomed any suggestions from Members in this regard.
- The Standards & Ethics Committee Chair to send a message to all Members, or include in the Committee's Member Briefing, a reminder about what Members should do if they experience unacceptable behaviour.

- Group leaders and Whips to encourage Members to report unacceptable behaviours and consider what can be done to support Members and raise awareness and understanding of unacceptable and discriminatory behaviour within Groups.

It was agreed that the Committee's Member Briefing should also remind Members about guidance on using Social Media as this was an issue involved in many Member conduct complaints.

MEMBERS' SURVEY 2019-20

The Committee considered the results of the Members Survey 2019-20, and following on from the points raised in the discussion with Group Leaders and Whips (see above), the Committee also agreed that the Democratic Services Committee should be asked to consider additional training on issues such as unconscious bias and bullying. It was agreed that regular surveys were helpful to highlight issues of concern and improvements. For the next Members' Survey, it was agreed that the Democratic Services Committee should be asked to consider including questions about whether Members felt safe and confident to report unacceptable behaviours and questions about Members' general well-being, particularly in light of Covid related pressures.

Taking Action on Complaints

The Standards and Ethics Committee receives quarterly reports from the Monitoring Officer in respect of complaints made about Members' conduct. The Committee monitors the number of complaints and any themes or patterns emerging (but only considers specific details of individual cases if a complaint is formally referred to the Committee by the Monitoring Officer or the Ombudsman.)

During the period from 1st April 2019 to 31st March 2020 the Monitoring Officer was notified of a total of nine complaints made against Members alleging breach of the Code of Conduct. The table below shows an analysis of the complaints on a quarterly basis.

	Q1 Apr, May, Jun 2019	Q2 Jul, Aug, Sept 2019	Q3 Oct, Nov, Dec 2019	Q4 Jan, Feb, Mar 2020	TOTAL
Total	3	4	1	1	9
Member on Member	1	4	0	0	5
Public on Member	2	0	1	1	4
Officer on Member	0	0	0	0	0
Community Councillors	0	0	0	0	0

The number of complaints received during 2019/20 (9 in total) remained similar to the two previous years (twelve complaints in 2018/19, although four of those complaints related to the same activities of one Member; and eight complaints in 2017/18) and relatively low compared to years prior to that (eighteen during 2016/17; and 59 during 2015/16).

An outline of the complaints submitted during each quarter of the year 2019/20 is set out below.

Quarter 1

- i. A Member complained about another Member's actions in relation to particular project. The Monitoring Officer considered this under the Local Resolution Protocol and found no evidence had been given to show a breach of the Code.
- ii. A member of the public complained that a Member's social media comments did not show due regard for equal opportunities. The Ombudsman found no evidence of a breach of the Code.

- iii. A member of the public complained that a Member of the Planning Committee had used their position improperly and not shown respect and consideration to members of the public attending a Planning Committee meeting. The Ombudsman found no evidence of a breach of the Code and decided not to investigate further.

Quarter 2

- i. A Member complained about social media comments made by another Member. At the request of the complainant, the complaint was referred to the Hearings Panel, but later withdrawn.
- ii. A Member complained about another Member wrongly representing an individual as a Councillor and sharing information inappropriately with that individual. The Monitoring Officer has requested evidence to substantiate the allegations, but received none to date.
- iii. A Member complained that information given by another Member in a newsletter and at a public meeting was misleading and inaccurate, bringing the Council and office of Member into disrepute. The complainant asked that this matter be referred to the Standards & Ethics Committee's Hearings Panel for determination under the Local Resolution Protocol (please see under Local Resolution below).
- iv. A Member complained that social media comments made by another Member failed to show respect and consideration. This was resolved informally by the Member deleting those comments.

Quarter 3

A member of the public complained that a Member had made unsubstantiated comments about that individual to the public, which besmirched their character within the local community. It was alleged that this constituted a breach of various duties in the Code of Conduct, including the duty to treat others with respect and consideration; not to use bullying behaviour; to have regard to equal opportunities; and not to use the position of Member improperly. It was also alleged that the Member had misused Welsh Assembly resources and had breached Data Protection laws. The Monitoring Officer responded to the complainant by explaining the scope of the Members' Code of Conduct (which applies to Members when they act, or give the impression they are acting, in the role of a Councillor, except for certain limited parts of the Code which apply at all times, namely, the duty to not bring the office of Councillor or the Council into disrepute, or to use their position improperly to obtain an advantage/disadvantage for themselves or others). The complainant was advised, in relation to the complaints raised, of the respective remits of the Public Services Ombudsman for Wales, the Standards Commissioner for Wales and the Information Commissioner, and advised to refer the complaints to those bodies, as appropriate.

Quarter 4

A member of the public complained that comments made by a Member on a public Facebook page were aggressive and inappropriate. The complaint was considered by the Ombudsman who decided not to investigate because there was insufficient evidence of a breach of the Code.

OUTCOMES

Of the nine complaints received during 2019/20, three have been considered by the Ombudsman, who found no evidence of a breach of the Code in all cases.

Three out of the remaining six complaints have been resolved informally by the Monitoring Officer, in accordance with the Local Resolution Protocol; by the Member deleting their comments in one case and the Monitoring Officer finding no evidence of a breach of the Code in the two other cases.

Of the remaining three cases, one was found to be outside the remit of the Members' Code of Conduct and referred to other relevant regulatory bodies, and the other two complaints were referred to the Hearings Panel under the Local Resolution Protocol (please see below).

LOCAL RESOLUTION

The Committee notes that the Local Resolution Protocol adopted by Cardiff Council (and updated in November 2017) continues to provide a helpful process for resolving relatively 'low-level' behavioural complaints made by Members about other Members, in a timely and proportionate way.

The Committee encourages Community Councils to adopt their own local resolution protocols, using the model developed by One Voice Wales in consultation with the Ombudsman.

Two complaints were referred to the Hearings Panel during 2019/20. One complaint was withdrawn shortly before the scheduled hearing date. A hearing was held to determine the other complaint and the Panel upheld one part of the complaint, finding the Councillor in breach of the duty to not bring the Council or the office of Councillor into disrepute, but finding no breach in respect of three other parts of the complaint. The Panel decided to issue a private warning to the Councillor in respect of its finding of a breach of the Code.

OMBUDSMAN REFERRAL

In June 2019 the Monitoring Officer received a referral from the Public Services Ombudsman for Wales in relation to misconduct allegations made against a Cardiff Councillor. The Ombudsman had investigated the complaint and submitted his investigation report to the Standards Committee for determination in accordance with the relevant statutory regulations. A Hearings Panel was convened to consider the Ombudsman's investigation report and determine the matter in accordance with the Committee's approved Hearings Procedure.

After a number of preliminary meetings to determine pre-hearing matters, a full public hearing was held over five days in January 2020. The hearing attracted considerable attention from the public and was reported in the press and on social media.

The Panel upheld parts of the complaint and found that the Councillor had breached the Members' Code of Conduct and imposed a four month suspension from office. The decision was appealed by the Councillor. The Adjudication Panel for Wales (APW) refused permission for an appeal against the Panel's findings in respect of breach of the Code, but granted permission for an appeal against the sanction. The APW considered the appeal in respect of the sanction in June 2020 and fully upheld the Panel's decision. The Councillor was suspended for four months. In accordance with the legislative requirements, the Committee published a report on the outcome of the complaint.

The Ombudsman commended the Council for the extremely professional way in which the hearing was managed in very challenging circumstances and personally attended the next Standards Committee meeting to thank the Committee for the support they gave in maintaining high standards in the Council.

Future Priorities

The Committee regularly reviews its work programme and has identified the following priority areas for consideration in 2020/21:

- **Observation of Council and Committee Meetings** – the Committee will continue to observe proceedings at Council and Committee meetings to give feedback on observations and inform its work priorities.
- **Member Briefings** To continue to publish Member Briefings on the work of the Committee, underlining the importance of the Cardiff Undertaking and Member conduct and behaviour.
- **Code of Conduct Complaints** - To receive quarterly reports on complaints made against Members of the Council alleging breaches of the Code of Conduct.
- **Gifts and Hospitality** - To review the Council's procedures for the acceptance and provision of gifts and hospitality by Officers; and continue to monitor the registers of gifts and hospitality received by Members.
- **Whistleblowing Policy** - To review the Council's Whistleblowing Policy and its implementation; and to receive information on reports made under the Policy and consider any ethical issues arising.
- **Annual Meeting with Group Leaders and Whips** - To facilitate ongoing engagement with representatives from all political groups.

Committee Membership 2019/20

INDEPENDENT MEMBERS



**Richard Tebboth
(Chair – until Sept
2019)**

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 reappointed for a second term by Full Council on 23 July 2015 for a further four years with effect from 23 September 2015. Richard was elected Chairperson in 21 October 2014 and ended his second term of office in September 2019.



**Prof. James Downe
(Vice-Chair / Chair
from Sept 2019)**

James is a Professor in Public Management and Director of Research at the Wales Centre for Public Policy at Cardiff University. He has more than fifteen years' experience of managing large-scale evaluations of public policy. His current research interests are in evidence-informed policy-making, local government performance regimes, political accountability, and the ethical behaviour of local politicians. He was a member of the UK Government's Expert Panel on local governance and sat on the Welsh Government's Public Service Scrutiny Reference Group. He became an Independent Member of the Standards and Ethics Committee in November 2013 and was appointed Vice-Chair on 21 October 2014; and Chair from September 2019.



**Hollie Edwards-
Davies (Vice-Chair
from Sept 2019)**

Hollie Edwards-Davies was brought up in Rhyl, North Wales and has lived in Riverside, Cardiff for 12 years. She studied for a LLB honours degree in Law with Legal Studies in Europe at the University of Reading, including a year in Germany at *Universität Trier*. She subsequently completed a degree in Applied Accounting by distance learning with Oxford Brookes University and continued her studies to become a member of the Association of Chartered Certified Accountants (ACCA) in 2010. Hollie served as Chair of the ACCA South Wales Members Network Panel between 2013 and 2015, and is still an active member of the network. Following a variety of roles in the private sector and some voluntary work, Hollie worked at the Welsh Government for ten years and departed in 2015 to pursue a career change. She joined the Standards and Ethics Committee in July 2014; stepped down in November 2017 and resumed her position in June 2018 following maternity absence. Hollie was elected as Vice-Chair in September 2019.



Hugh Thomas

Hugh Thomas, a retired Solicitor, pursued a Local Government career for forty years culminating in his being Chief Executive of Mid Glamorgan County Council (the largest local authority in Wales) for fifteen years. During this time he served as Clerk to the South Wales Police Authority and Honorary Secretary of the Assembly of Welsh Counties. He retired in 1995. He has since chaired a number of public bodies and national voluntary organisations including those in the health and higher education sectors. He was Vice Chairman and Chair of the Audit Committee of the Wales Centre for Health. He was also a non-Executive Director of Welsh Water. Currently, he is Chair of the Regulatory Board for Wales and one of fifteen trustees of The National Library of Wales. He is an independent member of the Standards and Ethics Committee and began his first term of office on 28 July 2014 and served until his resignation in July 2019 due to personal circumstances.



Jason Bartlett

Jason Bartlett worked within the private sector running a number of businesses over a twenty five year period. He studied at the University of Glamorgan completing a post graduate course in Leadership and Management from the ILM (Institute of Leadership and Management). He has been a Magistrate in Cardiff since 2003, serves as a Chair for Social Care Wales on Fitness to Practice and was also appointed as an independent person to the Devon and Somerset Fire and Rescue Authority. He also serves on the CHC (Community Health Council) for Cardiff and Vale. Other voluntary work included many years as a lay member for the Royal College of Anaesthetists as well as Chair for his local PACT meetings. Jason was appointed as an Independent Member of the Standards and Ethics Committee in November 2019.



Arthur Hallett

Arthur Hallett was born and brought up in Essex and came to South Wales in 1983. Arthur is a retired NHS Senior Manager having spent virtually all his working life in the public sector including over 30 years in the NHS specialising in Payroll, Pensions and Human Resources Management. Previously he was a magistrate on the Cardiff and Vale of Glamorgan Bench as Chair in Adult, Youth and Family Courts; a member of the Independent Social Services Appeals Panels under the aegis of the Welsh Government; a member (including six years as Chair) of the Vale of Glamorgan Council's Standards Committee; and a member of the Institute of Personnel and Development and the Institute of Health Services Management. He is currently a member of the Wales Government sub-committee for NHS Consultants Clinical Excellence Awards; sits as a Chair for the Valuation Tribunal for Wales; and is an invigilator for South Wales Police promotion examinations and the Open University. Arthur became an Independent Member of the Standards and Ethics Committee in November 2019.



Chrissie Nicholls

Chrissie Nicholls has worked in the public and third sector for almost 20 years as an experienced senior and project manager for Local Government and a number of National and International charities. Since 2016 she has been working as an independent consultant, providing business development, governance and capacity building support to the third sector, and research and evaluation programmes for local authorities across Wales. She particularly specialises in violence against women, domestic abuse and sexual violence. Originally born in Cardiff, Chrissie studied in Nottingham before moving to London. She returned to Cardiff in 2012 and now lives in the Vale of Glamorgan.

In addition to her work, Chrissie is a Trustee for Cancer Research Wales, and chair of the Income Generation, Marketing and Communications Committee.

COMMUNITY COUNCILLOR MEMBER






**Community
Councillor Stuart
Thomas**

Community Councillor Stuart Thomas was appointed to the Standards & Ethics Committee at Full Council on 26 October 2018. Stuart has been a Member of the Pentyrch Community Council since May 1991 and has been Chair of the Community Council on numerous occasions. Stuart has a background in financial management and Banking

For a time he served as County Secretary for the Cardiff and the Vale Association of Local Councils, the local Association of NALC which has now been superseded as One Voice Wales the umbrella organisation that supports Community Council in Wales. He continues to represent his community Council on the One Voice Wales Cardiff and the Vale area meetings. He has provided particular support in the Induction and ongoing training of Community Councillors on Pentyrch Community Council.

COUNTY COUNCILLOR REPRESENTATIVES

 <p>Councillor Stephen Cunnah</p>	<p>Serving the Canton Ward</p> <p>Term of Office: 04/05/2017 –</p> <p>Serving on the following committees:</p> <ul style="list-style-type: none"> • Audit Committee • Children and Young People Scrutiny Committee • Council • Glamorgan Archives Joint Committee • Standards & Ethics Committee <p>Outside Bodies:</p> <ul style="list-style-type: none"> • Chapter (Cardiff) Limited
 <p>Councillor Joel Williams</p>	<p>Serving the Pontprenau and Old St Mellons Ward</p> <p>Term of Office: 04/05/2017 –</p> <p>Serving on the following committees:</p> <ul style="list-style-type: none"> • Appointments Committee - Assistant Director, Adult Services • Appointments Committee - Assistant Director, Children's Services • Appointments Committee - Assistant Director, Education & Lifelong Learning • Appointments Committee - Director Education & Lifelong Learning • Appointments Committee - Principal Lawyer Litigation • Appointments Committee - Programme Director, Schools Organisational Planning • Audit Committee • Council • Council Appeals Committee • Standards & Ethics Committee <p>Outside Bodies:</p> <ul style="list-style-type: none"> • Cardiff University Court • South Wales Fire & Rescue Authority
 <p>Councillor Emma Sandrey</p>	<p>Serving the Pentwyn and Llanedeyrn Ward</p> <p>Term of Office: 04/05/2017 –</p> <p>Serving on the following committees:</p> <ul style="list-style-type: none"> • Council • Democratic Services Committee • Environmental Scrutiny Committee • Standards & Ethics Committee <p>Outside Bodies:</p> <ul style="list-style-type: none"> • Cardiff Bus

Attendance Record

The Committee meets quarterly, with additional ad hoc meetings held as required. During 2019/20, the Standards and Ethics Committee met on the following dates:

- 1st July 2019 (informal meeting due to being inquorate)
- 30th July 2019
[2nd October 2019 meeting cancelled due to unfilled vacancies and quorum issues]
- 11th December 2019
[18th March 2020 meeting cancelled due to Covid-19 restrictions]

COMMITTEE MEMBER	ATTENDANCE MAIN COMMITTEE	
	Possible	Actual
Richard Tebboth (Chair)	2	2
Dr James Downe (Vice Chair / Chair)	3	3
Hollie Edwards-Davies (Vice-Chair)	3	3
Hugh Thomas	1	1
Jason Bartlett	1	1
Chrissie Nicholls	1	1
Arthur Hallett	1	1
Community Councillor Stuart Thomas	3	3
Councillor Stephen Cunnah	3	2
Councillor Emma Sandrey	3	3
Councillor Joel Williams	3	3

Helpful Contacts

Chair of Standards & Ethics Committee – Dr James Downe

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Public Services Ombudsman for Wales – Mr Nick Bennett

Tel: 0300 790 0203

Webpage: <http://www.ombudsman-wales.org.uk/en.aspx>