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Am unrhyw ymholiad yn ymwneud â'r agenda hwn cysylltwch â Helen Morgan  
(Rhif Ffôn: 01443 864267 Ebst: [morgah@caerphilly.gov.uk](mailto:morgah@caerphilly.gov.uk))

**Dyddiad: Dydd Gwener, 6 Mai 2016**

Bydd y cyfarfod hwn yn cael ei ffilmio a'i wneud ar gael i weld yn fyw ac ar ffurf archif drwy wefan y Cyngor. Caiff y cyfarfod cyfan ei ffilmio, ac eithrio ar gyfer trafodaethau sy'n cynnwys eitemau cyfrinachol neu sydd wedi'u heithrio. Bydd y gweddarllediad ar gael am 18 mis o ddyddiad y cyfarfod ar [www.caerffili.gov.uk](http://www.caerffili.gov.uk)

Mae'n bosib y gall manau eistedd cyhoeddus gael eu ffilmio a thrwy fynd i mewn i'r Siambr rydych yn rhoi'ch caniatâd i gael eich ffilmio ac ar gyfer y defnydd posibl o'r delweddau a recordiadau sain hynny at ddibenion gweddarlledu.

Os oes gennych unrhyw ymholiadau, cysylltwch â'r Pennaeth Gwasanaethau Cyfreithiol a Swyddog Monitro Dros Dro dros ebost at [willige@caerffili.gov.uk](mailto:willige@caerffili.gov.uk) neu dros y ffôn ar rif 01443 863393

Annwyl Gyngorydd,

Drwy hyn, cewch eich gwahodd i fynychu **Cyfarfod Blynyddol Cyngor Bwrdeistref Sirol Caerffili** a gynhelir yn **Council Chamber, Penallta House, Tredomen, Ystrad Mynach** on **Dydd Iau, 12fed Mai, 2016** am **6.00 pm** i ystyried y materion sydd wedi'u cynnwys yn yr agenda canlynol.

Yn gywir,

A handwritten signature in blue ink that reads 'Chris Burns'.

**Chris Burns**  
PRIF WEITHREDWR DROS DRO

## A G E N D A

Tudalennau

- 1 I dderbyn unrhyw ymddiheuriadau am absenoldeb.
- 2 Sylwadau'r Maer sy'n Ymddeol.
- 3 Datganiadau Diddordeb.

A greener place Man gwyrddach



Atgoffir cynghorwyr a swyddogion am eu cyfrifoldeb personol i ddatgan unrhyw fuddiannau'r personol a/neu niweidiol mewn perthynas ag unrhyw eitem o fusnes ar yr agenda hwn yn unol â Deddf Llywodraeth Leol 2000, Cyfansoddiad y Cyngor a'r Cod Ymddygiad ar gyfer cynghorwyr a swyddogion.

- 4 I ethol Maer y Cyngor tan y cyfarfod blynyddol ym mis Mai 2017 a gwneud taliad cyflog dinesig.
- 5 Cyflwyno Bathodynau'r Maer a'r Cymar Diwethaf.
- 6 I benodi Dirprwy Faer y Cyngor tan y cyfarfod blynyddol ym mis Mai 2017 a gwneud taliad cyflog dinesig.
- 7 Cyhoeddiadau'r Maer.
- 8 I nodi y bydd y Cynghorydd K.V. Reynolds yn cael uwch-daliad cyflog fel Arweinydd y Cyngor.
- 9 I nodi penodiad Dirprwy Arweinydd/Arweinwyr a gwneud uwch-daliad cyflog.
- 10 I nodi nifer yr Aelodau i gael eu penodi i'r Cabinet, yr enwau mae'r arweinydd wedi dewis i ddod yn aelodau o'r Cabinet ac i wneud uwch-daliadau cyflog.

Gwasanaethau Cymunedol a Hamdden  
Dirprwy Arweinydd a Gwasanaethau Corfforaethol (a rhannu'r Uwch-daliad Cyflog Dirprwy Arweinydd)  
Addysg a Dysgu Gydol Oes  
Priffyrdd, Cludiant a Pheirianneg  
Dirprwy Arweinydd a Thai (a rhannu'r Uwch-daliad Cyflog Dirprwy Arweinydd)  
Adnoddau Dynol a Rheolwr Llywodraethu/Busnes  
Perfformiad a Rheoli Asedau  
Adfywio, Cynllunio a Datblygu Cynaliadwy  
Gwasanaethau Cymdeithasol

- 11 I nodi y bydd Cynghorydd C.P. Mann yn derbyn uwch-daliad cyflog fel Arweinydd grŵp y brif wrthblaid.
- 12 Datganiad yr Arweinydd - ar lafar.

I dderbyn ac ystyried yr adroddiadau canlynol: -

- 13 Materion Cyfansoddiadol.
- 14 I benodi Cadeirydd ac Is-gadeirydd y Pwyllgorau Trosolwg a Chraffu canlynol ar gyfer y flwyddyn

nesaf a gwneud uwch-daliad cyflog i'r Cadeiryddion isod:-

Pwyllgor Craffu Addysg Gydol Oes  
Pwyllgor Craffu Iechyd, Gofal Cymdeithasol a Lles  
Pwyllgor Craffu Polisi ac Adnoddau/Pwyllgor Craffu Trosedd ac Anhrefn  
Pwyllgor Craffu Adfywio a'r Amgylchedd

- 15 I benodi aelodau i wasanaethu ar y Pwyllgorau Trosolwg a Chraffu canlynol ar gyfer y flwyddyn nesaf (mae adroddiad yn nodi'r cynrychiolwyr presennol ynghlwm).

25 - 26

Pwyllgor Craffu Addysg Gydol Oes  
Pwyllgor Craffu Iechyd, Gofal Cymdeithasol a Lles  
Pwyllgor Craffu Polisi ac Adnoddau/Pwyllgor Craffu Trosedd ac Anhrefn  
Pwyllgor Craffu Adfywio a'r Amgylchedd

- 16 I benodi Cadeirydd a/neu Is-gadeirydd (fel y bo angen) i'r Pwyllgorau canlynol ar gyfer y flwyddyn nesaf a gwneud uwch-daliad cyflog i'r Cadeiryddion isod (\*nid yn gymwys).

Panel Apeliadau (Disgyblu/Cwyno)\*  
Pwyllgor Penodiadau\*  
Pwyllgor Gwasanaethau Democrataidd  
Pwyllgor Ymchwilio a Disgyblu\*(yn cael ei benodi gan y Pwyllgor)  
Pwyllgor Trwyddedu  
Pwyllgor Cynllunio  
Panel Ymgynghori Datblygu Cynaliadwy\*

- 17 I nodi y caiff y Cadeirydd ac Is-gadeirydd y Pwyllgor Archwilio eu penodi yng nghyfarfod cyntaf y Pwyllgor Archwilio sy'n dilyn Cyfarfod Blynnyddol y Cyngor ac y gwneir uwch-daliad cyflog i'r Cadeirydd.

- 18 I benodi Aelodau i wasanaethu ar y pwyllgorau canlynol ar gyfer y flwyddyn nesaf (mae adroddiad yn nodi'r cynrychiolwyr presennol ynghlwm).

27 - 28

Panel Apeliadau (Disgyblu/Cwyno) (3 aelodau/3 dirprwy)  
Pwyllgor Penodiadau (8 aelod ynghyd a'r Aelod Cabinet perthnasol)  
Pwyllgor Archwilio (12 aelod)  
Pwyllgor Gwasanaethau Democrataidd (16 aelod)  
Pwyllgor Ymchwilio a Disgyblu (7 aelod)  
Pwyllgor Trwyddedu (15 aelod)  
Pwyllgor Cynllunio (20 aelod)  
Pwyllgor Safonau (2 aelod/2 dirprwy)  
Panel Ymgynghori Datblygu Cynaliadwy (11 aelod)

- 19 I gyfansoddi Is-bwyllgorau/Gweithgorau/Paneli neu Fyrddau a phenodi aelodau i wasanaethu arnynt ar gyfer y flwyddyn nesaf (mae adroddiad yn nodi'r cynrychiolwyr presennol ynghlwm).

29 - 32

- 20 I benodi cynrychiolaeth i wasanaethu ar gyrff allanol lle mae'n ofynnol (mae adroddiad yn nodi'r cynrychiolwyr presennol ynghlwm).

33 - 36

**Cylchrediad:**

Pob Aelod a Swyddog Priodol



## ANNUAL COUNCIL – 12TH MAY 2016

**SUBJECT: CONSTITUTIONAL MATTERS**

**REPORT BY: INTERIM HEAD OF LEGAL SERVICES & MONITORING OFFICER**

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### **1. PURPOSE OF REPORT**

- 1.1 To deal with those matters that require consideration at the Annual Meeting of the Council in accordance with the Council Procedure Rules.
- 1.2 To update Members of changes and amendments to legislation affecting the Council's Constitution.
- 1.3 To note and adopt the amended Code of Conduct for Members as set out in Appendix 1 to the Report.
- 1.4 To ask Council to delegate authority to the Interim Head of Legal Services and Monitoring Officer to make the necessary changes to the Council's Constitution to give effect to the changes referred to in the Report.

### **2. SUMMARY**

- 2.1 This report sets out details of those matters that require consideration at the Annual general Meeting of Council. It also proposes several amendments to the Council's Constitution to reflect recent legislative amendments including the adoption of the revised Code of Conduct for Elected Members.

### **3. LINKS TO STRATEGY**

- 3.1 The requirement to establish and maintain the Council's Constitution is set out in the Local Government Act 2000.

### **4. BACKGROUND**

- 4.1 The Council's Constitution was formally adopted by the Council in May 2002. It sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that the decision making processes are efficient, transparent and available to local people. The Constitution is a 'living document' in that it is constantly being updated and revised to reflect new government legislation and improvements and changes in procedures gained in light of experience.

## **5. THE REPORT**

- 5.1 The Council's Procedure Rules require the Annual Meeting to appoint at least one overview and Scrutiny Committee, a Standards Committee and such other Committees the Council considers appropriate to deal with the matters which are neither reserved to the Council nor are executive functions. The Constitution provides for the appointment of the following committees:-
1. Audit Committee
  2. Democratic Services Committee
  3. Licensing Committee
  4. Planning Committee
  5. Policy and Resources Scrutiny Committee
  6. Education for Life Scrutiny Committee
  7. Health, Social Care and Wellbeing Scrutiny Committee
  8. Regeneration and Environment Scrutiny Committee
  9. Standards Committee
  10. Investigating and Disciplinary Committee
  11. Appeals Committee
  12. Appointments Committee
  13. Rights of Way Cabinet Committee
- 5.2 It is not proposed that any changes be made to the current committee structure as set out above at this Annual Meeting. This includes the number of Members allocated to each Committee. The current arrangements reflect a fair political balance. Members are therefore asked to note the existing arrangements.
- 5.3 The nominations for the Members to each Committee will be reported verbally at the Council meeting.

## **6. TERMS OF REFERENCE OF COMMITTEES**

- 6.1 It is proposed to make changes to the terms of reference for the Policy and Resources Committee, the Democratic Services Committee and the Standards Committee as set out below.
- 6.2 Members are therefore asked to note there are no changes to the existing Terms of Reference for the remainder of the Committees set out in Part 2 of the Constitution.

### **PROPOSED CHANGES – POLICY AND RESOURCES SCRUTINY COMMITTEE**

- 6.3 Following the implementation of the Future Generation (Wales) Act 2015 ("the Act"), the Local Authority, Local Health Board, South Wales Fire and Rescue Authority and National Resources Wales are required under the Act to formally collaborate as a Public Services Board (PSB) for the geographical area of the Local Authority and use the sustainable development principle to meet the well-being duty/goals under the Act. The statutory well-being goals/duty under the Act are:
- A sustainable Wales
  - A prosperous Wales
  - A healthier Wales
  - A more equal Wales
  - A Wales of cohesive communication
  - A Wales of vibrant culture and thriving Welsh language
  - A globally responsible Wales

The Caerphilly PSB's first meeting is due to take place in June this year.

- 6.3.1 The Act requires the Council to designate a Scrutiny Committee to scrutinise the work of the PSB. The guidance states that one Scrutiny Committee should take on the overview of the effectiveness of the PSB on behalf of the constituents of the Local Authority area. The functions of the Scrutiny Committee include the following:-
- Scrutinising the decisions and actions taken by the PSB;
  - Review or scrutinise the Board's governance arrangements;
  - Make reports or recommendations relating to the Board regarding its functions or governance arrangements;
  - Consider matters relating to the board as the Welsh Ministers may refer to it and report to Welsh Ministers accordingly;
  - Carry out other functions in relation to the Board that are imposed on it by the Act.
- 6.3.2 It is proposed that the Policy and Resources Committee when sitting as the Crime and Disorder Scrutiny Committee carry out this role. As Members will be aware the Crime and Disorder Scrutiny Committee is experienced at sitting as a partnership Scrutiny Committee. It is proposed that the Committee's terms of reference could be revised to enhance its role to consider the progress towards the local wellbeing objectives, performance against the wellbeing plan, and achievement of the wellbeing goals for the Local Authority area and re-named "Partnerships Scrutiny Committee".
- 6.3.3 Members are therefore asked to consider a recommendation that role of the Policy and Resources Committee be enhanced to include the Scrutiny of the PSB as outlined above and to delegate authority to the Council's Interim Head of Legal Services and Monitoring Officer to make the necessary amendments to the Committee's existing terms of reference as set out in the Council's Constitution.
- 6.3.4 Whilst it is proposed that Policy and Resources sit as the PSB Scrutiny Committee, it is also considered that there is an important role for a cross-party group of Elected Members to challenge, advise and make recommendations to the Local Authority and in meeting the aims of the Act, both as a constituent of the PSB and a public body in its own right.
- 6.3.5 The Sustainable Development Advisory Panel (SDAP) has been in existence since 2002 and sits to provide oversight of the environmental sustainability of Caerphilly. Whilst this is a key theme of at least two of the Wellbeing Goals, the Act has a much wider remit. It is recommended therefore that SDAP be formally re-established as a cross-party Future Generations Advisory Panel to steer and guide the work over the next two years and thereafter through planning delivery and into the next cycle of the statutory requirements.
- 6.3.6 It is also recommended that the new Panel be chaired by the Cabinet Member for Regeneration Planning and Sustainable Development and that the Cabinet Member be also designated as "Future Generations Champion".
- 6.4 **DEMOCRATIC SERVICES COMMITTEE**
- 6.4.1 Members will be aware from earlier Reports that the Council established a cross-party working group to review the Council's Constitution with a view to implementing the All Wales Model Framework Constitution which was a framework document prepared by lawyers in conjunction with the Welsh Local Government Association (WLGA) and the Local Government Lawyers Group (LLG).
- 6.4.2 The All Wales Framework document has not been implemented across the whole of Wales as a result of various difficulties including with the IT software package.

- 6.4.3 Members will be aware that the Constitution was thoroughly reviewed following the Report to Council in January 2014 and since that date routine reports have been presented to Council in relation to ad hoc changes to the Council's Constitution as a result of changes to legislation etc.
- 6.4.4 In light of the circumstances outlined above, it is recommended that:
- (i) the implementation of the All Wales Model Framework Constitution cease and that the Cross Party Constitution Working Party be formally disbanded;
  - (ii) the Council's Interim Head of Legal Services/Monitoring Officer provide six monthly updates to the Democratic Services Committee on the Council's Constitution;
  - (iii) the Terms of Reference of the Democratic Services Committee be revised to include the role of overseeing the Council's Constitution and that the Council's Interim Head of Legal Services/Monitoring Officer is given delegated authority to make the necessary amendments to the Democratic Services Committee existing Terms of Reference as set out in the Council's Constitution.

## **7. STANDARDS COMMITTEE**

- 7.1 Following technical consultation undertaken between 30th November 2015 and 10th January 2016 the Minister for Public Services signed The Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations 2016.
- 7.2 These Regulations amended three Statutory Instruments as follows:
- 7.3 The Standards Committees (Wales) Regulations 2001.
- 7.3.1 A number of consequential amendments are made to these regulations following commencement of section 68 of the Local Government Democracy Act 2013 which enable two or more relevant authorities to establish a joint standards committee.
- 7.3.2 As a consequence of the postponement of the 2016 Local Government elections provision is made to enable a relevant authority to determine that local authority and community council Members of its standards committee who are in place on 1st April 2016 may continue to serve until the next ordinary election in 2017. In addition, the current four year restriction on the term of office of such a member is removed.
- 7.3.3 Provision is made to enable a standards committee to delay publication of agendas, records or information connected to its consideration of the report of a misconduct investigation until such time as the misconduct proceedings are concluded. However, the presumption remains that misconduct hearings will be held in public, unless there are particular reasons for some or all of the proceedings being held in private.
- 7.4 The Local Government Investigations (Functions of Monitoring Officers and Standards Committee) (Wales) Regulations 2001.
- 7.4.1 Provision is made to enable a standards committee or a monitoring officer with the prior written agreement of the Chairperson of the Standards Committee to refer the report of a misconduct investigation to another authority's standards committee for determination. This is to overcome any potential conflict of interest a standards committee may have in dealing with a report.



- 7.4.2 The wording of regulation 9 is amended to clarify that a period of suspension imposed by a standards committee is limited to a maximum of 6 months or if shorter the remainder of a member's term of office. This provision is in line with the comparable power of an Adjudication Panel for Wales.
- 7.4.3 A member seeking to appeal the determination of a standards committee will in future need to obtain the permission of the President or a nominated panel member of the Adjudication Panel for Wales.
- 7.5 Local Authorities (Grant of Dispensations) (Wales) Regulations 2001.
- 7.5.1 Provision is made to enable a standards committee or a monitoring officer with the prior written agreement of the Chairperson of the standards committee to refer a dispensation application to another authority's standards committee for determination. The Vice Chairperson may give permission in the absence of the Chair. Again this is primarily to overcome any potential conflict of interest. It may also enable an urgent application to be expedited.
- 7.5.2 A general category of dispensation is introduced. This will enable a standards committee to grant a dispensation if it considered it appropriate in all the circumstances to do so where it was not otherwise possible to make reasonable adjustments to accommodate a person's disability. A dispensation granted under this category which has ongoing effect is subject to annual review.
- 7.6 It is recommended that members note the information contained in this paragraph and delegate authority the Interim Head of Legal Services/Monitoring Officer to make the necessary changes to the Constitution to reflect the changes to the existing terms of reference of the Standards Committee.

## **8. ADOPTION OF A REVISED CODE OF CONDUCT FOR ELECTED MEMBERS**

- 8.1 On 27th January, 2016 the Minister for Public Services signed the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 ("the Order", which came into force on 1st April, 2016.
- 8.2 The Order amends the Model Code of Conduct for Local government Members set out in the Local Authorities (Model Code of Conduct) (Wales) Order 2008 which are summarised as follows:
- 8.2.1 The Local Government (Democracy) (Wales) Act 2013 transferred responsibility for maintaining the register of interests of Members of Community Councils from the monitoring officer of the principal Local Authority for the rear to the "proper officer" of each community council, with effect from 1st May, 2015. A number of consequential amendments are made to the Model Code to reflect this change, so that in relation to a community council, a reference to a monitoring officer is replaced with reference to the proper officer of the community council.
- 8.2.2 Paragraph 15 of the Model Code, dealing with the register of member's interests is amended to clarify that any interest disclosed for the first time must be entered in the register. This is not a change of policy but clarifies the original intention. The exemption for community councillors from the requirement to register certain financial and other interests upfront is maintained.
- 8.2.3 The obligation on a member to report a potential breach of the Code of Conduct by another member to the Public Services Ombudsman for Wales under paragraph 6(1) ( c ) is omitted from the Code.

- 8.2.4 Paragraph 10(2)(b) has been removed from the Code. This is to overcome unintended difficulties in the practical application of this paragraph in relation to participation in business relating to constituency interests. A member participating in the consideration of a ward matter is nonetheless under an obligation to act objectively and in the wider public interest in accordance with paragraph 8 of the Code.
- 8.2.5 In addition to the changes made by the above Order minor changes have been made to the Code in accordance with the Co-Operative And Community Benefit Societies and Credit Unions Act 2010 (Consequential Amendments) Regulation 2014, which are also incorporated as track changes in bold, italics in Appendix 1.
- 8.2.6 The Council is required to consider the amendments and adopt the Model Code within six months of the date on which the Order was made. As the Order was made on 27th January, 2016, a revised Code must be adopted by 26th July, 2016.
- 8.2.7 The Model Code of Conduct attached at Appendix 1 is the Council's current Code of Conduct with the amendments made under the Order track changed in bold italics. Council is therefore asked to consider and adopt the changes to the code which are set out in bold italics in Appendix 1 to this report.
- 8.2.8 Members are asked to note that there is no requirement to provide fresh undertakings to abide by the revised Code as the current undertaking includes any amendments.
- 8.3 It is recommended that Council:-
- (i) note the amendments made to the Code of Conduct for Elected Members as set out above in paragraph 8 of this report;
  - (ii) resolve to formally adopt the revised Code of Conduct for Elected Members;
  - (iii) authorise the Council's Interim Head of Legal Services/Monitoring Officer to undertake the necessary steps to formally adopt the amended Code and update the Council's Constitution.

## **9. POLITICAL BALANCE – ANNUAL REVIEW**

- 9.1 The Annual Meeting is required to decide the allocation of seats to political groups in accordance with the Political Balance Rules contained in the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 as amended.
- 9.2 The basis of the statutory requirements provide that committee seats should be allocated to political groups in so far as practicable in the same proportion as these groups have in relation to the total membership of the Council.
- 9.3 There has been no change to the political balance of the Authority and Members are asked to note that the current allocations remain as present.

## **10. SCHEME OF DELEGATION**

- 10.1 There is no proposal to vary the current Scheme of Delegation and Members are asked to note the existing scheme as set out at Part 3 of the Council's Constitution.

## **11. EQUALITIES IMPLICATIONS**

- 11.1 There are none arising from the contents of the Report.

## **12. FINANCIAL IMPLICATIONS**

- 12.1 There are none arising from the contents of the Report other than the advertising costs in conjunction with the adoption of the amended Code of Conduct, which will be met from existing budgets.

## **13. PERSONNEL IMPLICATIONS**

- 13.1 None arising from the content of this Report.

## **14. RECOMMENDATIONS**

- 14.1 Members are asked to note the information contained in this Report.
- 14.2 Members are asked to approve the recommendations that are set out at paragraphs 5.2, 6.2; 6.3.3; 6.3.5; 6.3.6; 6.4.4, 7.6, 8.3, 9.3 and 10.1 of the Report.

## **15. REASONS FOR THE RECOMMENDATIONS**

- 15.1 To comply with the relevant legislation and the Council's Constitution.

## **16. STATUTORY POWERS**

Local Government Act 2000.

The Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 (No 2016/84).

Co-Operative and Community Benefit Societies and Credit Unions Act 2010 (Consequential Amendments Regulations 2014) (no. 2014/1815)

The Local Government Standards Committee Investigations Dispensations and Referral Wales Amendment Regulation 2016.

Author: Gail Williams, Interim Head of Legal Services/Monitoring Office  
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Consultees: Chris Burns, Interim Chief Executive  
Nicole Scammell, Acting Corporate Director  
Cllr K. Reynold, Leader  
Cllr C. Forehead, Cabinet Member  
Lisa Lane, Corporate Solicitor

Appendices:

Appendix 1 Amended Code of Conduct for members

The Council's Constitution is available on the website

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# Members' Code of Conduct

Reference:

The Conduct of Members (Model Code of Conduct) (Wales) Order 2001

The Conduct of Members (Principles) (Wales) Order 2001

***The Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016***

# **CAERPHILLY COUNTY BOROUGH COUNCIL**

## **CODE OF CONDUCT FOR MEMBERS AND CO-OPTED MEMBERS**

**CODE ADOPTED BY  
CAERPHILLY COUNTY BOROUGH COUNCIL**

**ON 2ND MAY, 2008  
*AMENDED ON      MAY 2016***

CODE OF CONDUCT OF CAERPHILLY COUNTY BOROUGH COUNCIL

PART 1  
Interpretation

**In this code:-**

“co-opted member”, (“aelod cyfetholedig”), in relation to a relevant authority, means a person who is not a member of the authority but who:-

- (a) is a member of any committee or sub-committee of the authority, or
- (b) is a member of, and represented the authority on, any joint committee or joint sub-committee of the authority,

and who is entitled to vote on any question which falls to be decided at any meeting of that committee or sub-committee;

“meeting” (“cyfarfod”) means any meeting:-

- (a) of the relevant authority;
- (b) of any executive or board of the authority;
- (c) of any committee, sub-committee, joint committee, joint sub-committee of the relevant authority or of any such committee, sub-committee or joint sub-committee of any executive or board of the authority; or
- (d) where members or officers of the relevant authority are present other than a meeting of a political group constituted in accordance with regulation 8 of the Local Government (Committee and Political groups) Regulations 1990.

And includes circumstances in which a member of an executive or board or an officer acting alone exercises a function of an authority;

“member” (“Aelod”) includes, unless the context requires otherwise, a co-opted member;

**“registered society” means a society other than a society registered as a credit union which is –**

- (a) **a registered society within the meaning given by Section 1(1) of the Co-Operative and Community Benefit Societies Act 2014; or**
- (b) **a society registered or deemed to be registered under the Industrial and Provident Societies Act (Northern Ireland) 1969**

**“register of members’ interests” (“cofrestr o fuddinannau’r aelodau”) means the register established and maintained under Section 81 of the Local Government Act 2000;**

“relevant authority” (“awdurdod perthnasol”) means –

- (a) a county council;
- (b) a county borough council;
- (c) a community council;
- (d) a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies;
- (e) a National Park authority established under section 63 of the Environment Act 1995;

“you” (“chi”) means you as a member or co-opted member of a relevant authority; and “your authority” (“eich ardurddod”) means the relevant authority of which you are a member or co-opted member.

2. ~~*In relation to a community council, references to an authority’s monitoring officer and an authority’s standards committee are to be read, respectively, as references to the monitoring officer and the standards committee of the county or county borough council which has functions in relation to the community council for which it is responsible under section 56(2) of the Local Government Act 2000.*~~

2. *In relation to a community council –*

- (a) *“proper officer” (“swyddog priodol”) means an officer of that council within the meaning of section 270(3) of the Local Government Act 1972; and*
- (b) *“standards committee” (“pwyllgor safonau”) means the standards committee of the county or county borough council which has functions in relation to the community council for which it is responsible under section 56(1) and (2) of the Local Government Act 2000*

## PART 2

### *General Provisions*

2.(1) Save where paragraph 3(a) applies, you must observe this code of conduct –

- (a) whenever you conduct the business, or are present at a meeting of your authority;



- (b) whenever you act, claim to act or give the impression you are acting in the role of member to which you were elected or appointed;
  - (c) whenever you act, claim to act or give the impression you are acting as a representative of your authority; or
  - (d) at all times and in any capacity, in respect of conduct identified in paragraph 6(1)(a) and 7.
- (2) You should read this code together with the general principles prescribed under section 49(2) of the Local Government Act 2000 in relation to Wales.
3. Where you are elected, appointed or nominated by your authority to serve –
- (a) on another relevant authority, or any other body, which includes a ~~police authority or~~ Local Health Board you must, when acting for that other authority or body, comply with the code of conduct of that other authority or body; or
  - (b) On any other body which does not have a code relating to the conduct of its members, you must, when acting for that other body, comply with this code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.
4. You must –
- (a) carry out your duties and responsibilities with due regard to the principle that there should be equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion;
  - (b) show respect and consideration for others;
  - (c) not use bullying behaviour or harass any person; and
  - (d) not do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of, your authority.
5. You must not –
- (a) disclose confidential information or information which should reasonably be regarded as being of a confidential nature, without the express consent of a person authorised to give such consent, or unless required by law to do so;
  - (b) prevent any person from gaining access to information to which that person is entitled by law.
- 6.(1) You must –

- (a) not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute;
  - (b) report, whether through your authority's confidential reporting procedure or direct to the proper authority, any conduct by another member or anyone who works for, or on behalf of, your authority which you reasonably believe involves or is likely to involve criminal behaviour (which for the purposes of this paragraph does not include offences or behaviour capable of punishment by way of a fixed penalty);
  - (c) report to ~~the Public Services Ombudsman for Wales and to~~ your authority's monitoring officer any conduct by another member which you reasonably believe breaches this code of conduct;
  - (d) not make vexatious, malicious or frivolous complaints against other members or anyone who works for, or on behalf of, your authority.
- (2) You must comply with any request of your authority's monitoring officer, or the Public Services Ombudsman for Wales, in connection with an investigation conducted in accordance with their respective statutory powers.
7. You must not –
- (a) in your official capacity or otherwise, use or attempt to use your position improperly to confer on or secure for yourself, or any other person, an advantage or create or avoid for yourself, or any other person, a disadvantage.
  - (b) use, or authorise others to use, the resources of your authority –
    - (i) Imprudently;
    - (ii) In breach of your authority's requirements;
    - (iii) Unlawfully
    - (iv) Other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of the authority or of the office to which you have been elected or appointed;
    - (v) Improperly for political purposes; or
    - (vi) Improperly for private purposes.
8. You must –
- (a) when participating in meetings or reaching decisions regarding the business of your authority, do so on the basis of the merits of the circumstances involved and in the public interest having regard to any relevant advice provided by your authority's officers, in particular by –
    - (i) the authority's head of paid service;
    - (ii) The authority's chief finance officer;
    - (iii) The authority's monitoring officer;

- (iv) The authority's chief legal officer (who should be consulted when there is any doubt as to the authority's power to act, as to whether the action proposed lies within the policy framework agreed by the authority or where the legal consequences of action or failure to act by the authority might have important repercussions);
  - (b) give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority –
9. You must -
- (a) Observe the law and your authority's rules governing the claiming of expenses and allowances in connection with your duties as a member;
  - (b) Avoid accepting from anyone gifts, hospitality (other than official hospitality, such as a civic reception or a working lunch duly authorised by your authority), material benefits or services for yourself or any person which might place you, or reasonably appear to place you, under an improper obligation.

### **Part 3 Interests**

#### **Personal Interests**

- 10.(1) You must in all matters consider whether you have a personal interest, and whether this code of conduct requires you to disclose that interest.
- (2) You must regard yourself as having a personal interest in any business of your authority if –
- (a) It relates to, or is likely to affect -
    - (i) any employment or business carried on by you;
    - (ii) any person who employs or has appointed you, any firm in which you are a partner or any company for which you are a remunerated director.
    - (iii) any person, other than your authority who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties as a member.

- (iv) any corporate body which has a place of business or land in your authority's area, and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;
  - (v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;
  - (vi) any land in which you have a beneficial interest and which is in the area of your authority;
  - (vii) any land where the landlord is your authority and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;
  - (viii) any body to which you have been elected, appointed or nominated by your authority;
  - (ix) any –
    - (aa) public authority or body exercising functions of a public nature;
    - (bb) company, **registered society** industrial and provident ~~society~~, charity, or body directed to charitable purposes;
    - (cc) body whose principal purposes include the influence of public opinion or policy;
    - (dd) trade union or professional association; or
    - (ee) private club, society or association operating within your authority's area in which you have membership or hold a position of general control or management.
  - (x) any land in your authority's area in which you have a licence (alone or jointly with others) to occupy for 28 days or longer.
- ~~(b) a member of the public might reasonably perceive a conflict between your role in taking a decision, upon that business, on behalf of your authority as a whole and your role in representing the interests of constituents in your ward or electoral division; or~~
- [Note: subparagraph (b) is omitted]**

- (c) a decision upon it might reasonably be regarded as affecting –
  - (i) your well-being or financial position, or that of a person with whom you live, or any person with whom you have a close personal association;
  - (ii) any employment or business carried on by persons as described in 10(2)(c)(i);
  - (iii) any person who employs or has appointed such persons described in 10(2)(c)(i), any firm in which they are a partner, or any company of which they are directors;
  - (iv) any corporate body in which persons as described in 10(2)(c)(i) have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
  - (v) any body listed in paragraphs 10(2)(a)(ix)(aa) to (ee) in which persons described in 10(2)(c)
    - (i) hold a position of general control or management,
 

to a greater extent than the majority of
    - (aa) in the case of an authority with electoral divisions or wards, other council tax payers, rate payers or inhabitants of the electoral division or ward, as the case may be, affected by the decision; or
    - (bb) in all other cases, other council tax payers, ratepayers or inhabitants of the authority's area.

### **Disclosure Of Personal Interests**

- 11.(1) Where you have a personal interest in any business of your authority and you attend a meeting at which that business is considered, you must disclose orally to that meeting the existence and nature of that interest before or at the commencement of that consideration, or when the interest becomes apparent.
- (2) Where you have a personal interest in any business of your authority and you make –
  - (a) written representations (whether by letter, facsimile or some other form of electronic communication) to a member or officer of your authority regarding that business, you should include details of that interest in the written communication; or

- (b) oral representations (whether in person or some form of electronic communication) to a member or officer of your authority you should disclose the interest at the commencement of such representations, or when it becomes apparent to you that you have such an interest, and confirm the representation and interest in writing within 14 days of the representation.
- (3) Subject to paragraph 14(1)(b) below, where you have a personal interest in any business of your authority and you have made a decision in exercising a function of an executive or board, you must in relation to that business ensure that any written statement of that decision records the existence and nature of your interest.
- (4) You must, in respect of a personal interest not previously disclosed, before or immediately after the close of a meeting where the disclosure is made pursuant to sub-paragraph 11(1), give written notification to your authority in accordance with any requirements identified by your authority's monitoring officer ***or in relation to a community council your authority's Proper Officer*** from time to time but, as a minimum containing –
  - (a) details of the personal interest;
  - (b) details of the business to which the personal interest relates; and
  - (c) your signature.
- (5) Where you have agreement from your monitoring officer that the information relating to your personal interest is sensitive information, pursuant to paragraph 16(1), your obligations under this paragraph 11 to disclose such information, whether orally or in writing, are to be replaced with an obligation to disclose the existence of a personal interest and to confirm that your monitoring officer has agreed that the nature of such personal interest is sensitive information.
- (6) For the purposes of sub-paragraph (4), a personal interest will only be deemed to have been previously disclosed if written notification has been provided in accordance with this code since the last date on which you were elected, appointed or nominated as a member of your authority.
- (7) For the purposes of sub-paragraph (3), where no written notice is provided in accordance with that paragraph you will be deemed as not to have declared a personal interest in accordance with this code.

## Prejudicial Interests

- 12.(1) Subject to sub-paragraph (2) below, where you have a personal interest in any business of your authority you also have a prejudicial interest in that business if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.
- (2) Subject to sub-paragraph (3), you will not be regarded as having a prejudicial interest in any business where that business –
- (a) relates to –
- (i) another relevant authority of which you are also a member;
  - (ii) another public authority or body exercising functions of a public nature in which you hold a position of general control or management;
  - (iii) a body to which you have been elected, appointed or nominated by your authority;
  - (iv) your role as a school governor (where not appointed or nominated by your authority) unless it relates particularly to the school of which you are a governor;
  - (v) your role as a member of a Local Health Board where you have not been appointed or nominated by your authority;
- (b) relates to –
- (i) the housing functions of your authority where you hold a tenancy or lease with your authority, provided that you do not have arrears of rent with your authority of more than two months, and provided that those functions do not relate particularly to your tenancy or lease;
  - (ii) the functions of your authority in respect of school meals, transport and travelling expenses, where you are a guardian, parent, grandparent or have parental responsibility (as defined in section 3 of the Children Act 1989) of a child in full time education, unless it relates particularly to the school which that child attends;
  - (iii) the functions of your authority in respect of statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of such pay from your authority;

- ~~(iv) — the functions of your authority in respect of an allowance or payment made under sections 22(5), 24(4) and 173 to 176 of the Local Government Act 1972, an allowance or pension under section 18 of the Local Government and Housing Act 1989 or any allowance or payment under section 100 of the Local Government Act 2000.~~
- (iv) **the functions of your authority in respect of an allowance or payment made in accordance with the provisions of Part 8 of the Local Government (Wales) Measure 2011, or an allowance or pension provided under section 18 of the Local Government and Housing Act 1989;**
- (c) your role as a community councillor in relation to a grant, loan or other form of financial assistance made by your community council to community or voluntary organisations up to a maximum of £500.
- (3) The exemptions in subparagraph (2)(a) do not apply where the business relates to the determination of any approval, consent, licence, permission or registration.

#### **Overview & Scrutiny Committees**

- 13. You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or a sub-committee of such a committee) where –
  - (a) that business relates to a decision made (whether implemented or not) or action taken by your authority’s executive, board or another of your authority’s committees, sub-committees, joint committees or joint sub-committees and
  - (b) at the time the decision was made or action was taken, you were a member of the executive board, committee, sub-committee, joint-committee or joint sub-committee mentioned in sub-paragraph (a) and you were present when that decision was made or action was taken.

#### **Participation In Relation To Disclosed Interests**

- 14.(1) Subject to sub-paragraphs (2), **(2A)**, (3) and (4), where you have a prejudicial interest in any business of your authority you must, unless you have obtained a dispensation from your authority’s standards committee -
  - (a) withdraw from the room, chamber or place where a meeting considering the business is being held –
    - (i) where sub-paragraph (2) applies, immediately after the period for making representations, answering questions or giving evidence relating to the business has ended and in any event before further



consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration; or

- (ii) in any other case, whenever it becomes apparent that that business is being considered at that meeting;
  - (b) not exercise executive or board functions in relation to that business;
  - (c) not seek to influence a decision about that business;
  - (d) not make any written representations (whether by letter, facsimile or some form of electronic communication) in relation to that business; and
  - (e) not make any oral representations (whether in person or some form of electronic communication) in respect of that business or immediately cease to make such oral representations when the prejudicial interest becomes apparent.
- (2) Where you have a prejudicial interest in any business of your authority you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.
- (2A) Where you have a prejudicial interest in any business of your authority you may submit written representations to a meeting relating to that business, provided that the public are allowed to attend the meeting for the purpose of making representations, answering questions or giving evidence relating to the business, whether under statutory right or otherwise.***
- (2B) When submitting written representations under sub-paragraph (2A) you must comply with any procedure that your authority may adopt for the submission of such representations.***
- (3) Sub-paragraph (1) does not prevent you attending and participating in a meeting if -
- (a) you are required to attend a meeting of an overview or scrutiny committee, by such committee exercising its statutory powers; or
  - (b) you have the benefit of a dispensation provided that you –
    - (i) state at the meeting that you are relying on the dispensation; and
    - (ii) before or immediately after the close of the meeting give written notification to your authority containing -

- (aa) details of the prejudicial interest;
  - (bb) details of the business to which the prejudicial interest relates;
  - (cc) details of and the date on which the dispensation was granted; and
  - (dd) your signature
- (4) Where you have a prejudicial interest and are making written or oral representations to your authority in reliance upon a dispensation, you must provide details of the dispensation within any such written or oral representation and, in the latter case, provide written notification to your authority within 14 days of making the representation.

#### PART 4 THE REGISTER OF MEMBERS' INTERESTS

##### *Registration Of Personal Interests ~~Financial And Other Interests~~ And Memberships And Management Positions*

~~15(1) Subject to sub-paragraph (3), you must within 28 days of—~~

~~(a) your authority's code of conduct being adopted or the mandatory provisions of this model code being applied to your authority; or~~

~~(b) your election or appointment to office (if that is later);~~

~~register your financial interests and other interests, where they fall within a category mentioned in paragraph 10(2)(a) in your authority's register maintained under section 81(1) of the Local Government Act 2000 by providing written notification to your authority's monitoring officer.~~

~~(2) You must, within 28 days of becoming aware of any new personal interest or change to any personal interest registered under sub-paragraph (1), register that new personal interest or change by providing written notification to your authority's monitoring officer.~~

~~(3) Sub-paragraph (1) and (2) do not apply to sensitive information determined in accordance with paragraph 16(1).~~

~~(4) Sub-paragraph (1) will not apply if you are a member of a relevant authority which is a community council when you act in your capacity as a member of such an authority.~~

- 15(1) Subject to sub-paragraph (4), you must, within 28 days of –**
- (a) your authority’s code of conduct being adopted or the mandatory provisions of this model code being applied to your authority; or**
  - (b) your election or appointment to office (if that is later).**

**register your personal interests, where they fall within a category mentioned in paragraph 10(2)(a), in your authority’s register of members’ interests by providing written notification to your authority’s monitoring officer.**

- (2) Subject to sub-paragraph (4), you must, within 28 days of becoming aware of any new personal interest falling within a category mentioned in paragraph 10(2)(a), register that new personal interest in your authority’s register of members’ interests by providing written notification to your authority’s monitoring officer.**
- (3) Subject to sub-paragraph (4), you must, within 28 days of becoming aware of any change to a registered personal interest falling within a category mentioned in paragraph 10(2)(a), register that change in your authority’s register of members’ interests by providing written notification to your authority’s monitoring officer, or in the case of a community council to your authority’s proper officer.**
- (4) Sub-paragraphs (1), (2) and (3) do not apply to sensitive information determined in accordance with paragraph 16(1).**
- (5) Sub-paragraphs (1) and (2) do not apply if you are a member of a relevant authority which is a community council when you act in your capacity as a member of such an authority.**
- (6) you must, when disclosing a personal interest in accordance with paragraph 11 for the first time, register that personal interest in your authority’s register of members’ interests by providing written notification to your authority’s monitoring officer, or in the case of a community council to your authority’s proper officer.**

### Sensitive Information

- 16.(1) Where you consider that the information relating to any of your personal interests is sensitive information, and your authority's monitoring officer agrees, you need not include that information when registering that interest, or, as the case may be, a change to the interest under paragraph 15.
- (2) You must, within 28 days of becoming aware of any change of circumstances, which means that information excluded under sub-paragraph (1) is no longer sensitive information, notify your authority's monitoring officer ***or in relation to a community council your authority's proper officer*** asking that the information be included in your authority's register of members' interests.
- (3) In this code, "sensitive information" ("*gwybodaeth sensitif*") means information whose availability for inspection by the public creates, or is likely to create a serious risk that you or a person who lives with you may be subjected to violence or intimidation.

### Registration Of Gifts And Hospitality

17. You must within twenty eight days of the date of receipt notify the monitoring officer ***or in relation to a community council to your authority's proper officer*** of the existence and nature of any gifts, hospitality, material benefits or advantage received or offered to you and declined where the value of the item or benefit exceeds £25.00 or such other value as the Authority may from time to time determine. This rule applies equally to any gift accepted by the member on behalf of the authority.

## **CURRENT MEMBERSHIP OF OVERVIEW AND SCRUTINY COMMITTEES**

### **Education for Life Scrutiny Committee (16 members) 11 - 4 - 1**

Councillors J. Bevan, P.J. Bevan, Mrs A. Blackman, W. David, H.R. Davies, C. Gordon, D. Havard, M.P. James, G. Johnston, Mrs G. Oliver, D.W.R. Preece, J. Pritchard, J.E. Roberts, R. Saralis, Mrs M.E. Sargent, J. Simmonds

Chair: Councillor W. David

Vice-Chair: Councillor J. Pritchard

### **Health Social Care and Well Being Scrutiny Committee (16 members) 11 - 4 - 1**

Councillors Miss L. Ackerman, Mrs E.M. Aldworth, A.P. Angel, J. Bevan, Mrs A. Blackman, Mrs P. Cook, M. Evans, , Ms J. Gale, L. Gardiner, C. Gordon, G.J. Hughes, Miss L. Jones, A. Lewis, J.A. Pritchard, A. Rees, S. Skivens

Chair: Councillor Miss L. Ackerman

Vice-Chair: Councillor Mrs P. Cook

### **Policy and Resources Scrutiny Committee (16 members) 11 - 4 - 1 Crime and Disorder Scrutiny Committee**

Councillors L. Binding, Mrs P. Cook, C.J. Cuss, H.W. David, Miss E. Forehead, J.E. Fussell, C. Hawker, Ms J.G. Jones, G. Kirby, A. Lewis, C.P. Mann, S. Morgan, D. Rees, R. Saralis, J. Simmonds, J. Taylor

Chair: Councillor H.W. David

Vice-Chair: Councillor S. Morgan

### **Regeneration and Environment Scrutiny Committee (16 members) 11 - 4 - 1**

Councillors M. Adams, Mrs E.M. Aldworth, J. Bevan, Mrs A. Blackman, C.J. Cuss, D.T. Davies, N. Dix, C. Elsbury, R.W. Gough, Ms J.G. Jones, S. Kent, Ms P. Leonard, M.J. Prew, Mrs D. Price, A. Rees, Mrs E. Stenner

Chair: Councillor D.T. Davies

Vice-Chair: Councillor Mrs E.M. Aldworth

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## CURRENT MEMBERSHIP OF COMMITTEES

### **Appeals Panel (Disciplinary/Grievance) (3 members) 1 - 1 - 1**

Councillors D.G. Carter, J.A. Pritchard, Mrs P. Griffiths

Nominated substitutes - Councillors Ms L. Ackerman, Mrs K Baker, C. Cuss, W. David, J.E. Fussell, Mrs B. Jones, D.W.R. Preece

Chair: Councillor D. G. Carter

### **Appointments Committee (Chief Officer Related Posts/Heads of Service) (8 plus Cabinet member - 9) 6 - 2 - 1**

Councillors Mrs E. M. Aldworth, Mrs P. Cook, W. David, Mrs. C. Forehead, Mrs B.A. Jones, J.A. Pritchard, K.V. Reynolds, J. Taylor and relevant Cabinet Member

Chair: Councillor Mrs C. Forehead                      Vice-Chair:      Councillor W. David

### **Audit Committee (12 members) 8 - 3 - 1 (1 lay member)**

Councillors Ms L. Ackerman, Mrs E.M. Aldworth, Mrs K.R. Baker, D.G. Carter, N. Dix, Mrs J. Gale, C. Hawker, Ms J. Jones, Mrs G. D. Oliver, J.A. Pritchard, D. Rees, J. Simmonds

Chair: Councillor D. Rees                                      Vice-Chair:      Mr N. Yates

### **Democratic Services Committee (16 members) 11 - 4 - 1**

Councillors P.J. Bevan, D. Carter, H.W. David, W. David, D.T. Davies, Mrs C. Forehead, Mrs P. Griffiths, Ms J.G. Jones, Ms L. Jones, G. Kirby, C.P. Mann, Mrs G. Oliver, Mrs D. Price, Mrs M.E. Sargent, Mrs E. Stenner, J. Taylor

Chair: Councillor C.P. Mann                                      Vice-Chair:      Councillor D.T. Davies

### **Investigating and Disciplinary Committee (7 members) 4 - 2 - 1**

Councillors D. Carter, D. Havard, J.A. Pritchard, S. Morgan, D. Rees, J. Taylor, R. Woodyatt

Substitutes Councillors R.W. Gough, T.J. Williams

Chair: D. Carter

### **Licensing Committee (15 members) 10 - 4 - 1**

Councillors Mrs K.R. Baker, J. Bevan, P.J. Bevan, D. Bolter, Mrs P. Cook, W. David, Ms J. Gale, C. Gordon, Mrs P. Griffiths, C. Hawker, A. Lewis, K. Lloyd, Mrs G. Oliver, D.W.R. Preece, Mrs D. Price

Chair: Councillor J. Bevan                                      Vice-Chair:      Councillor D.W.R. Preece

**Planning Committee (20 members) 14 - 5 - 1**

Councillors M. Adams, J. Bevan, D. Bolter, D.G. Carter, Mrs P. Cook, W. David, J.E. Fussell, Ms J. Gale, L. Gardiner, R.W. Gough, C. Hawker, A.G. Higgs, A. Lewis, K. Lloyd, Mrs G. Oliver, D. Rees, J. Simmonds, Mrs E Stenner, Mrs J. Summers, J. Taylor

Chair: Councillor D.G. Carter

Vice-Chair: Councillor W. David

**Standards Committee (2 members/5 lay members/1 community councillor)**

Councillors Mrs P. Cook (substitute H.W. David), C.P. Mann (substitute Mrs M.E. Sargent)

**Sustainable Development Advisory Panel (11 members) 6 - 4 - 1**

Councillors M. Adams, Mrs A. Blackman, K. Dawson, C. Elsbury, D. Havard, K. James, S. Kent, Ms. P. Leonard, C.P. Mann, J.A. Pritchard (labour vacancy)

Chair: Councillor K. James

Vice Chair: Councillor D. Havard



## CURRENT MEMBERSHIP ON SUB-COMMITTEES/WORKING PARTIES/PANELS/BOARDS

1. **Advisory Panel for the Appointment and Removal of Local Authority Governors (5 - 2)**

Councillors M. Adams, P.J. Bevan, Mrs P. Cook, W. David, D. Havard, R. Passmore, J.E. Roberts  
Nominated Substitutes: J. Bevan, N. Dix, C. Elsbury, A. Rees, Mrs M.E. Sargent

2. **Bargoed Town Centre Management Group (6 members - Aberbargoed/Bargoed/Gilfach Wards plus Cabinet Member)**

Councillors D.G. Carter, D.T. Davies, A.G. Higgs, Mrs D. Price, K.V. Reynolds  
plus Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor  
K. James (ward vacancy)

3. **Blackwood Town Centre Management Group (5 members - Blackwood/Cefn Forest Wards plus Cabinet Member)**

Councillors Mrs P. Cook, N. Dix, C. Hawker, A. Rees, T.J. Williams plus Cabinet Member for  
Regeneration, Planning and Sustainable Development - Councillor K. James

4. **Bryn Compost Liaison Group (adjoining ward members and Cabinet Member)**

Councillors A. Angel, D. Bolter, H.W. David, W. David, G.J. Hughes, M.P. James, S. Morgan,  
J.A. Pritchard plus Cabinet Member for Community and Leisure Services - Councillor N. George

5. **Caerphilly Community Safety Delivery Group (1 member)**

Cabinet Member for Community and Leisure Services - Councillor N. George

6. **Caerphilly Homes Task Group (Welsh Housing Quality Standard)(7 members/7 tenant representatives) 5 - 2**

Councillors Ms L. Ackerman, Ms E. Forehead, Mrs J. Gale, K. James, Mrs B.A. Jones, C.P. Mann,  
D.V. Poole

7. **Caerphilly Local Access Forum (Cabinet Member)**

Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James

8. **Caerphilly Town Centre Management Group (9 members - Morgan Jones/St. Martins/St. James Wards plus Cabinet Member)**

Councillors P.J. Bevan, C. Elsbury, Mrs C. Forehead, Miss E. Forehead, J.E. Fussell,  
Mrs B.A. Jones, S. Kent, M.J. Prew, J. Pritchard plus Cabinet Member for Regeneration, Planning  
and Sustainable Development - Councillor K. James

9. **Community Council Liaison Sub-Committee (16 members) 11 - 4 - 1**
- Councillors Mrs A. Blackman, D. Bolter, C.J. Cuss, H. Davies, Miss E. Forehead, L. Gardiner, C. Hawker, A.G. Higgs, G.J. Hughes, M.P. James, Ms L. Jones, A. Lewis, Ms P. Leonard, J. Pritchard, J.A. Pritchard, J.E. Roberts  
By Invitation - Councillor N. George
10. **Constitutional Working Party (7 members) 4 - 2 - 1**
- Councillors Ms L. Ackerman, Mrs E.M. Aldworth, D. Carter, D.T. Davies, Mrs P. Cook, D. Rees, J. Taylor
11. **Corporate Health and Safety Committee (7 members) 5 - 2**
- Councillors M. Adams, P.J. Bevan, D.T. Hardacre, D. Havard, A.G. Higgs, G.J. Hughes, S. Kent
12. **Corporate Joint Consultative Committee (all Cabinet members)**
- Councillors N. George, D.T. Hardacre, Mrs C. Forehead, K. James, Mrs B.A. Jones, Mrs R. Passmore, D.V. Poole, K.V. Reynolds, T.J. Williams, R. Woodyatt
13. **Education Achievement Service Board (EAS)**
- Councillor D.T. Hardacre substitute to be appointed
14. **Education Achievement Service Audit and Risk Assurance Committee**
- Councillors D. Havard and Mrs G. Oliver
15. **Grants to the Voluntary Sector Panel (15 members) 10 - 4 - 1**
- Councillors Ms L. Ackerman, H.A. Andrews, Mrs A. Blackman, D.G. Carter, C.J. Cuss, R.W. Gough, D. Havard, C. Hawker, A.G. Higgs, A. Lewis, K. Lloyd, Mrs G.D. Oliver, M.J. Prew, R. Saralis, Mrs E. Stenner
16. **Monmouthshire and Brecon Canal - Crumlin Arm Working Group (adjoining ward members (Abercarn/Crosskeys/Crumlin/Newbridge/Risca East/Risca West) and Cabinet Member)**
- Councillors Ms L. Ackerman, Mrs K.R. Baker, N. George, Mrs P. Griffiths, K. James, G. Johnston, Ms P. Leonard, A. Lewis, K. Lloyd, Mrs R. Passmore, D.W.R. Preece, D. Rees, J. Simmonds plus Cabinet Member for Highways, Transportation and Engineering – Councillor T.J. Williams
17. **Pensions/Compensation Committee (8 members) 6 - 2 (including relevant Cabinet Member)**
- Councillors D. Carter, W. David, Ms J. Gale, N. George, Ms J.G. Jones, C.P. Mann, Mrs M.E. Sargent plus appropriate Cabinet Member

18. **Prosiect Gwyrd Joint Scrutiny Panel (2 members) 1 - 1**  
Councillors J. Bevan, C. Elsbury
19. **Rights of Way Cabinet Committee (5 Cabinet Members)**  
Councillors K. James, Mrs B. Jones, D.V. Poole, T.J. Williams, R. Woodyatt
20. **Risca Town Centre Management Group (5 members - Risca East/Risca West Wards plus Cabinet Member)**  
Councillors N. George, Mrs P. Griffiths, Ms P. Leonard, Mrs R. Passmore, D. Rees plus Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James
21. **River Rhymney Task Group (3 members) 2 - 1**  
Councillors D.G. Carter, M.P. James, R. Woodyatt
22. **Scrutiny Leadership Group**  
Chairs and Vice Chairs of Scrutiny Committees, Democratic Services Committee and Audit Committee
23. **Standing Advisory Council on Religious Education (6 members) 4 - 2**  
Councillors Mrs E.M. Aldworth, D.G. Carter, Mrs G. Oliver, Mrs M.E. Sargent, J. Simmonds, J. Taylor
24. **View Point Panel**  
Education for Life }  
Health Social Care and Well Being }  
Policy and Resources } relevant Cabinet Members  
Regeneration and Environment }
25. **Voluntary Sector Liaison Committee (15 members) 10 - 4 - 1**  
Councillors Ms L. Ackerman, Mrs E.M. Aldworth, J. Bevan, P.J. Bevan, D.G. Carter, Mrs P. Cook, R.W. Gough, Mrs P. Griffiths, C. Hawker, K. James, G. Johnston, A. Lewis, D.W. R. Preece, J.A. Pritchard, R. Woodyatt
26. **Ystrad Mynach Town Centre Management Group (4 members - Hengoed/Ystrad Mynach Wards plus Cabinet Member)**  
Councillors A. Angel, D. Bolter, M. James, J.A. Pritchard plus Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James

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**CURRENT REPRESENTATIVES ON ASSOCIATIONS/OUTSIDE BODIES**  
**1 YEAR UNLESS OTHERWISE INDICATED**

1. **Aneurin Bevan Community Health Council**  
Councillors Mrs P. Cook, C. Hawker, J.A. Pritchard
2. **Anti Poverty Champion**  
Councillor Ms E. Forehead
3. **Army Benevolent Fund - Gwent**  
Councillor A.G. Higgs
4. **Armed Forces Community Covenant Champion**  
Councillor A.G. Higgs
5. **Association of Public Services Excellence (APSE) Welsh Regional Committee**  
Cabinet Members for Corporate Services, Housing, Highways, Transportation and Engineering  
- Councillors Mrs B.A. Jones, D.V. Poole and T.J. Williams
6. **Caerphilly Foster Panel**  
Councillor Mrs P. Cook
7. **Carbon Reduction Group**  
Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James
8. **Care and Repair - Caerphilly**  
Cabinet Member for Housing - Councillor D.V. Poole and Mr K. Williams (Private Sector Housing Manager)
9. **Catalogue Supplies Joint Committee (Joint Supplies Service Joint Committee)** - to be disbanded in due course  
Cabinet Members for Corporate Services and Performance and Asset Management - Councillors Mrs B.A. Jones and D.T. Hardacre
10. **Child Poverty Champion**  
Cabinet Member for Social Services - Councillor R. Woodyatt
11. **Citizens Advice Bureau Trustee Board**  
Councillor Mrs C. Forehead
12. **Coleg Gwent Further Education Corporation (Crosskeys Community Partnership)**  
Councillor Mrs G. Oliver
13. **Coleg Harlech WEA North**  
Cabinet Member for Education and Lifelong Learning - Councillor R. Passmore.
14. **Coleg Y Cymoedd Corporation (formerly Ystrad Mynach College Board of Governors)**  
Sian Farquharson, Challenge Advisor EAS
15. **Consortium of Local Authorities Wales (CLAW)**  
Leader of Council and Cabinet Member for Housing - Councillors K.V Reynolds and D.V. Poole

16. **Corporate Parenting Group**  
Cabinet Members for Social Services and Education and Lifelong Learning - Councillors R. Woodyatt and R. Passmore, Mrs P. Cook (Fostering Panel Member), Ms L. Ackerman and J.A. Pritchard
17. **Domestic Abuse Champions**  
Cabinet Members for Human Resources and Governance/Business Manager and Community and Leisure Service - Councillors Mrs C. Forehead and N. George
18. **Equalities Champion**  
Councillor J. Pritchard
19. **Fields in Trust (formerly National Playing Fields Association)**  
Cabinet Member for Community and Leisure Services - Councillor N. George
20. **Glamorgan Archives Joint Committee**  
Councillors Mrs C. Forehead and A.G. Higgs
21. **Greater Gwent (Torfaen) Pension Fund Management Group**  
Cabinet Members for Corporate Services and Human Resources and Governance/Business Manager - Mrs B.A. Jones, Mrs C. Forehead and Councillor C.P. Mann
22. **Greater Gwent Cremation Joint Committee**  
Councillors J. Simmonds and J. Taylor
23. **Groundwork Wales**  
Councillor D. Havard
24. **Gwent Association of Voluntary Organisations**  
Ms J Dix and Councillor G. Kirby
25. **Gwent Frailty Joint Committee**  
Cabinet Member for Social Services - Councillor R. Woodyatt
26. **Gwent Archives Joint Committee**  
Councillors Mrs C. Forehead and A.G. Higgs
27. **Gwent Police and Crime Panel**  
Councillors Mrs C. Forehead, C.P. Mann and Mrs G. Oliver
28. **Homeless Person Champion**  
Cabinet Member for Housing - Councillor D.V. Poole
29. **Industrial Communities Alliance (formerly Coalfield Communities Campaign)**  
Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James and J. Bevan
30. **Islwyn Indoor Bowls Club Management Board**  
Councillor G. Kirby and Cabinet Member for Community and Leisure Services - Councillor N. George
31. **Joint Council For Wales**  
Cabinet Members for Housing and Human Resources and Governance/Business Manager - Councillors D.V. Poole and Mrs C. Forehead
32. **The Learning Centre (formerly Pupil Referral Unit)**  
Councillor M. Evans

33. **Local Authority Action for Southern Africa (LAACTSA)**  
Councillor R. Saralis
  
34. **Local Government Association**  
Leader and Cabinet Members for Corporate Services, Housing, Highways, Transportation and Engineering - Councillors K.V. Reynolds, Mrs B.A. Jones, D.V. Poole and T.J. Williams
  
35. **Monmouthshire and Brecon Canal Regeneration Partnership**  
Cabinet Members for Highways, Transportation and Engineering and Regeneration, Planning and Sustainable Development - Councillors K. James and T. Williams (substitute Councillor A. Lewis)
  
36. **Monmouthshire Farm School Endowment Trust**  
Councillor D. Havard
  
37. **Older Persons Champion**  
Councillor Mrs C. Forehead
  
38. **PFI Liaison Committee**  
Cabinet Member for Education and Lifelong Learning - Councillor R. Passmore
  
39. **Prosiect Gwyrdd Joint Committee**  
Cabinet Members for Community and Leisure Services and Corporate Services - Councillors N. George and Mrs B. Jones
  
40. **Regional Technical Statement (Aggregates)**  
Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James
  
41. **Reserve Forces and Cadets Association for Wales**  
Councillor A.G. Higgs
  
42. **Rest Convalescent Home, Porthcawl**  
Councillor D.W.R. Preece
  
43. **Safer Caerphilly Community Safety Partnership**  
Cabinet Member for Community and Leisure Services - Councillor N. George
  
44. **Schools Admission Forum**  
Cabinet Member for Education and Lifelong Learning - Councillor R. Passmore
  
45. **Schools Budget Forum**  
Cabinet Members for Education and Lifelong Learning and Corporate Services - Councillors R. Passmore and Mrs B. Jones
  
46. **Sight Cymru**  
vacancy
  
47. **South East Area Environment Group**  
Councillor D.V. Poole
  
48. **South East Wales Strategic Planning Group**  
Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James
  
49. **South Wales Fire and Rescue Authority**  
Councillors C. Elsbury, D.T. Davies and C. Hawker
  
50. **South Wales Regional Aggregates Working Party**  
Cabinet Member for Highways, Transportation and Engineering - Councillor T.J. Williams

51. **Sportlot Community Chest Panel**  
Councillors D. Havard, C. Hawker and A. Lewis
52. **St. Johns Cymru Wales**  
Councillor (vacancy)
53. **Urban Commission (Local Government Association)**  
Councillor D.V. Poole
54. **Valleys Regional Equality Council – to be deleted**  
Councillor Mrs C. Forehead
55. **Wales and National Nuclear Free Zone Forum**  
Councillor Mrs C. Forehead
56. **Wales Council for Deaf People**  
Councillor C. Hawker - substitute to be determined
57. **Welsh Books Council (3 years) and Wales Book Council Executive Committee (1 year)**  
Councillor H.R. Davies
58. **Welsh Centre for International Affairs**  
Councillor R. Passmore
59. **Welsh Church Fund**  
Cabinet Member for Corporate Services - Councillor Mrs B.A. Jones, Substitute
60. **Welsh Local Government Association**  
Leader and Cabinet Members for Corporate Services, Housing and Highways, Transportation and Engineering - Councillors K.V. Reynolds, Mrs B.A. Jones, D.V. Poole and T.J. Williams
61. **Welsh Purchasing Consortium - to be disbanded in due course**  
Cabinet Member for Corporate Services - Councillor Mrs B.A. Jones
62. **White Ribbon Campaign**  
Councillor N. George
63. **Workers Education Association - South Wales District Committee**  
Councillor Mrs C. Forehead
64. **Youth Champion (appointed by Youth Forum)**  
Councillor M. Prew
65. **Youth Forum**  
Councillors C. Cuss and J. Pritchard, Cabinet Member for Education and Lifelong Learning - Councillor Mrs R. Passmore and Young Peoples Champion