



City and County of Swansea

## Minutes of the **Standards Committee**

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Friday, 19 January 2024 at 10.00 am

**Present:** Mike Lewis (Chair) Presided

**Councillor(s)**  
M B Lewis

**Councillor(s)**  
L G Thomas

**Co-opted Member(s)**  
Carlo Rabaiotti  
Michaela Jones

**Co-opted Member(s)**  
Janet Pardue-Wood  
Mark Rees

**Officer(s)**  
Huw Evans  
Allison Lowe  
Adrian Jeremiah

Head of Democratic Services  
Democratic Services Officer  
Lead Lawyer

### **Apologies for Absence**

Councillor(s): O G James

Independent Member(s): N/A

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## **9 Disclosures of Personal and Prejudicial Interests.**

In accordance with the Code of Conduct adopted by the City & County of Swansea, no interests were declared.

## **10 Minutes.**

**Resolved** that the Minutes of the Standards Committee held on 13 October 2023 be approved and signed as a correct record.

## **11 Standards Committee Annual Report 2022-2023.**

The Head of Democratic Services presented the Standards Committee Annual Report 2022-2023. The report described how the Committee's functions had been discharged during the previous year.

**Resolved** that:

- 1) The report be approved and forwarded to Council for information.

**12 Public Services Ombudsman for Wales Annual Report and Accounts 2022/2023.**

The Head of Democratic Services provided a "For Information" report in relation to the Annual Report & Accounts of the Public Services Ombudsman for Wales 2022/23.

**13 Review of Standards Committee Hearings Procedure.**

The Head of Democratic Services presented a report in order to review the Standards Committee Hearings Procedure.

The Standards Committee made several recommendations to improve the Hearings Procedure.

**Resolved** that:

- 1) The report be approved subject to the following amendments:
  - a) A sentence be added regarding disclosure of documents for the Committee bundle be received within 5 clear working days prior to publication of the agenda pack;
  - b) A paragraph be added, requiring all participants to affirm that their statement is the truth to the best of their knowledge;
  - c) Paragraph 13.1 be revised to read "The Committee will announce its decision on the day where possible. A full written decision with reasons supporting the decision.....";
  - d) Page numbers and version control be added;
  - e) A paragraph relating to "Representation" be added.
- 2) The revised Hearings Procedure be circulated to the Committee by email.

**14 Breach of Code of Conduct - Complaints made to the Public Services Ombudsman for Wales (PSOW). (For Information)**

The Head of Democratic Services provided a "For Information" report to update the Standards Committee on decisions made by the PSOW in relation to allegations that Local Authority and Community / Town Councillors had breached the Code of Conduct.

**15 Workplan 2023-2024.**

The Chair presented the Work Plan 2023-2024.

**Resolved** that:

- 1) The Work plan be noted;
- 2) Topics for the 2024-2025 Work Plan be forwarded to the Chair in advance of the next meeting.

Minutes of the Standards Committee (19.01.2024)  
Cont'd

The meeting ended at 10.51 am

**Chair**