



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

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