

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

MUNICIPAL YEAR 2013/2014

**COUNCIL
15TH JANUARY, 2014**

**REPORT OF THE MONITORING
OFFICER**

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| AGENDA NO. 8 | |
| REVIEW OF THE CURRENT MEMBERS' DECLARATION OF INTEREST AT MEETINGS FORM – TRAINING UPDATE AND FURTHER RECOMMENDATIONS FROM THE STANDARDS COMMITTEE | |

1. PURPOSE OF REPORT

- 1.1 To provide feedback to Members on the results of training sessions held in November 2013 in respect of declarations of interests at meetings and to consider further recommendations from the Standards Committee in relation to the introduction of a revised form.

2. RECOMMENDATIONS

It is recommended that Council: -

- 2.1 Note that approximately one-third of Members attended two training sessions held prior to the Development Control meetings in November 2013.
- 2.2 Note a further final training session will be held in January 2014.
- 2.3 Note that following the final training session the declarations of interest at meetings form will be revised by the Monitoring Officer (in consultation with the Chair of the Standards Committee) taking into account the feedback received at all the training sessions and be introduced from 1st February 2014.
- 2.4 Note that a copy of the revised form and case-study considered by Members at the training sessions (together with model answers) will be circulated to all Members and a copy placed on the Council's intranet ahead of 1st February 2014.

3. BACKGROUND

- 3.1 Members will recall that at the October Council meeting I informed Members that as part of its Work Programme the Standards Committee has undertaken a review

of Members' declarations of interests at meetings and the form used by Members to record and register the same.

- 3.2 As a result of that review a series of recommendations was made by the Standards Committee and agreed by Council in relation to receiving refresher training on declarations of interests at meetings with a view to revising the current form used to register such declarations.
- 3.3 The Standards Committee recognised that this is a complex subject and instructed myself in conjunction with the Chair of the Standards Committee to revise the Council's current form in order to better assist Members to ensure all relevant information is fully captured and completed correctly.
- 3.4 Following the October Council meeting two refresher training sessions were held before the Development Control Committee meetings on 7th and 21st November 2013 and approximately one-third of Members attended the sessions.
- 3.5 Members will find attached at Appendix 1 the form circulated to Members at the training sessions for comment and feedback.
- 3.6 The original intention, as agreed by the Standards Committee, was to introduce the revised form from 1st December 2013, however following further consideration by the Standards Committee at its December meeting they recommended that a further final training session be held in January 2014 on the basis that all elected Members who had not yet attended a session should attend.
- 3.7 Following that session I will collate all comments/feedback received from elected Members at the training sessions, and in consultation with the Chairman of the Standards Committee revise the form accordingly. It is anticipated the form will then be introduced from the 1st February 2014.
- 3.8 The case study used at the training sessions will also be circulated to all Members of the Council together with copies of the revised form completed to cover each scenario set out in the case study.
- 3.9 The training materials will also be made available on the Council's intranet to assist and provide guidance to Members in completing Declaration of Interest at Meetings forms.

MEMBERS' DECLARATION OF INTEREST AT MEETING

| |
|------------------------------|
| Name of Member: |
| Name of Meeting: |
| Date of Meeting: |
| Agenda Item (Number & Title) |

Members are required to complete Boxes 1, 2, 3 and 4 below

1. The Council business to which the personal interest relates is:

2. The nature of the personal interest:

3. Members are required to tick one box and to provide reasons:

I believe my personal interest is **not prejudicial***
Because:

I believe my personal interest is **prejudicial***
Because:

***A prejudicial interest is a personal interest which is so significant that a well-informed member of the public would reasonably believe that the Member would be unable to act on the matter in the public interest**

4. Members are requested to tick one box:

- The personal interest **is not prejudicial*** and I took part in the item
- The personal interest **is prejudicial*** and I left the meeting when the item was discussed
- The personal interest **is prejudicial*** but I have a dispensation

Signed: **Dated:**

THIS COMPLETED FORM SHOULD BE HANDED TO A MEMBER OF THE COMMITTEE SERVICES STAFF DURING THE COURSE OF THE MEETING OR IMMEDIATELY AFTER

Local Government Act 1972

As Amended by

The Local Government (Access to Information) Act 1985

Council

15th January 2014

Report of Monitoring Officer

Background Papers

Freestanding Matter

