

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**MUNICIPAL YEAR 2013 - 2014**

**STANDARDS COMMITTEE**  
**3<sup>rd</sup> December 2013**

**REPORT OF THE MONITORING  
OFFICER**

<b>AGENDA ITEM</b> <b>No.2(b)</b>	
<b>MEMBERS' DECLARATIONS OF INTEREST AT MEETINGS</b>	

**Author: Mr.P.J.Lucas, Monitoring Officer**

**1. Purpose of Report**

To provide feedback on the provision of 'declaration of interests at meetings' training for elected Members held on 7<sup>th</sup> and 21<sup>st</sup> November 2013.

**2. Recommendation**

2.1 To note the contents of the report.

2.2 To consider whether any further training should be provided to Members and when and how the revised form in relation to declarations of interests at meetings should be introduced.

**3. Background**

3.1 At its last meeting, and as part of its Work Programme, the Committee commenced its review of Members' declarations of interests at meetings.

3.2 The Committee considered the format of a revised form proposed for completion by elected Members in respect of declarations of interests at meetings and also, the way forward in relation to providing refresher training for Members in respect of the new form and declarations at meetings generally.

3.3 As agreed by Committee members I can confirm that two refresher training sessions were held for Members, prior to the Development Control Committees held on 7<sup>th</sup> and 21<sup>st</sup> November. A case study was used to illustrate several scenarios Members may encounter and what the correct procedure would be in relation to making an appropriate declaration. Copies of the case study will be available for Committee Members at the meeting. Guidance was also given on using the amended form and feedback/comments invited from those in attendance on how they feel it could be improved.

- 3.4 Approximately one-third of elected Members attended the two sessions.
- 3.5 The original intention, and agreed by Committee members, was to introduce the revised form from 1<sup>st</sup> December 2013 however due to only approximately one-third of elected Members attending the training Committee members are invited to give some further consideration as to how and when the revised form should be introduced.
- 3.6 Committee members may consider that a further training session should be held on the basis that all elected Members who have not yet attended a session should attend. However it is believed the best way forward would be for the case study to be circulated to all Members (alongside the accompanying notes) together with a copy of the revised form completed for each scenario set out in the case study.
- 3.7 The expectation then being the revised form would be introduced in January 2014 and as agreed by Committee members at its last meeting that having received comments/feedback from elected Members the Monitoring Officer and the Chairman of the Standards Committee be authorised to revise the form accordingly.

**Local Government Act 1972**

**As Amended by**

**The Local Government (Access to Information) Act 1985**

**Standards Committee**

**3 December 2013**

**Report of Monitoring Officer**

**BACKGROUND PAPERS**

<p><b>MEMBERS' DECLARATION OF INTERESTS AT MEETINGS</b></p>	<p><b>Officer to contact: Mr.P.J.Lucas Monitoring Officer Tel: 01443 424105</b></p>
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**Freestanding Matter**