



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **STANDARDS COMMITTEE**

### **REPORT OF THE HEAD OF LEGAL AND DEMOCRATIC SERVICES – MR CRAIG GRIFFITHS**

**11<sup>th</sup> March 2024**

#### **Matter for Information**

**Wards Affected:** All Wards

#### **Observation of Meetings**

#### **Purpose of the Report:**

1. To allow the Standards Committee to consider the feedback provided by Committee members following observation of meetings of the Council and Community Councils.

#### **Background:**

2. The Standards Committee has agreed that observation of Council, Committee and Town/Community Council meetings is helpful for members, in particular the Independent Members of the Committee, to gain experience of the Council and Committee processes, and to provide opportunities for first hand feedback to the Standards Committee of any issues relating to standards and conduct.
3. The Standards Committee has approved a feedback proforma for use by the Members of the Standards Committee when observing meetings. Members have been asked to complete a form for each meeting they

attend and submit it for consideration at the next appropriate Standards Committee meeting.

4. Meeting observations feedback has been received in respect of the following meetings:
  - Briton Ferry Town Council (18<sup>th</sup> October 2023)
  - Glynneath Town Council (10<sup>th</sup> October 2023)
  - Blaenhonddan Community Council (16<sup>th</sup> October 2023)
  - Neath Town Council (5<sup>th</sup> October 2023)
  - Gwaun Cae Gurwen Community Council (10<sup>th</sup> October 2023)
  - Cilybebyll Community Council (7<sup>th</sup> November 2023)
5. Members will be pleased to note that no concerns have been raised in relation to Member conduct, standards and ethics issues or the management of the meetings.
6. The feedback has been shared with the respect clerks for information.
7. In relation to the feedback about remote access to the meeting, the Committee may wish to note that Community Councils are subject to the same requirements as principal authorities (County Councils) to make provision for remote attendance at Council meetings. However, for Community Council meetings, the requirement is for meeting attendees to be able to hear and be heard by other attendees (without a requirement for attendees to be able to see and be seen by other attendees – which applies to full Council meetings of a principal authority).
8. The Standards Committee will also be mindful of resource constraints for Community Councils, reflecting their comparatively smaller budgets, which will have a bearing on their IT capacity.

**Financial Impacts:**

9. No implications.

**Integrated Impact Assessment:**

10. An Integrated Impact Assessment is not required for this report.

**Valleys Communities Impacts:**

11. No implications

**Workforce Impacts:**

12. No implications

**Legal Impacts:**

13. There are no legal impacts associated with this report.

**Consultation:**

14. There is no requirement for external consultation on this item

**Recommendations:**

15. It is recommended that members of the Standards Committee (1) Note the meeting observation feedback received, as set out in Appendix A, and make any comments considered appropriate; and (2) Continue to observe meetings of the Council, Committees and Community Councils and provide feedback to the Standards Committee.

**Appendices:**

16. Feedback Forms

**List of Background Papers:**

17. None

**Officer Contact:**

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