

Cyngor Sir CEREDIGION County Council

REPORT TO: Ethics and Standards Committee

DATE: 3 March 2023

LOCATION: Hybrid

TITLE: Updated application for dispensation form

Background

The Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations 2016 made amendments to the Standards Committees (Grant of Dispensations) (Wales) Regulations 2001.

4.(3)(c) requires after paragraph (i) to insert —

“(j)”it appears to the committee to be otherwise appropriate to grant a dispensation.”

The regulations are contained in Appendix A.

The amended application for dispensation form is Appendix B.

The updated application form for dispensation was placed on the Council website on 27th January 2023.

RECOMMENDATION (S):

To note the updated application for dispensation form.

REASON FOR RECOMMENDATION (S):

- **To comply with the Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations 2016**

Contact Name: Lisa Evans

Designation: Scrutiny and Standards Officer

Date of Report: 21 March 2023

Acronyms:



Cyngor Sir
CEREDIGION
County Council

APPLICATION TO THE ETHICS & STANDARDS COMMITTEE FOR DISPENSATION

Information

Please refer to the flowchart which will provide further guidance regarding the need for dispensation.

Members should also be aware of the Code of Conduct and its contents. If you are in any doubt, please contact the Monitoring Officer.

Please ensure that **ONLY ONE** matter is used per form, if there are multiple matters (different cases) please use separate forms.

If you require dispensation for both Town/Community Council **AND** County Council you must use **separate** forms for each application.

Please send this completed form to:

ethicsandstandards@ceredigion.gov.uk / moesegasafonau@ceredigion.llyw.cymru

Ethics and Standards
Neuadd Cyngor Ceredigion
Penmorfa
Aberaeron
Ceredigion
SA46 0PA
Tel: 01545 570881

For any further guidance or advice, please contact:

Monitoring Officer - Elin Prysor
Neuadd Cyngor Ceredigion,
Penmorfa,
Aberaeron,
Ceredigion,
SA46 0PA

MonitoringOfficer@ceredigion.gov.uk / SwyddogMonitro@ceredigion.gov.uk



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APPLICATION TO THE ETHICS & STANDARDS COMMITTEE FOR DISPENSATION

Please note that each section **MUST** be completed. Please refer to the attached Guidance Notes when completing the form.

1. YOUR DETAILS

Your full name:

Council:

County: ☐

Town/Community: ☐

Name of your Council:

Your address:

Postcode:

Contact telephone number(s):

Email address:

2. DETAILS OF YOUR INTEREST

What is the matter being discussed by the Council?

Describe your prejudicial interest in the above matter, including your connection with it:

Where will the above matter be considered? (e.g. Cabinet, County Council, Town/Community Council)

County- Council

☐

County- Cabinet

☐

County- Committee

☐

Town /Community

☐

**Other
(Please specify)**

Under which paragraph of the Members Code of Conduct (20th May 2016 edition) does your interest fall?

Paragraph 10 (2) (a) it relates to, or is likely to affect —

(i) any employment or business carried on by you; ☐

(ii) any person who employs or has appointed you, any firm in which you are a partner or any company for which you are a remunerated director; ☐

(iii) any person, other than your authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties as a member; ☐

(iv) any corporate body which has a place of business or land in your authority's area, and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body; ☐

(v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above; ☐

(vi) any land in which you have a beneficial interest and which is in the area of your authority; ☐

(vii) any land where the landlord is your authority and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above; ☐

(viii) any body to which you have been elected, appointed or nominated by your authority; ☐

(ix) any — ☐

(aa) public authority or body exercising functions of a public nature;

(bb) company, industrial and provident society, charity, or body directed to charitable purposes;

(cc) body whose principal purposes include the influence of public opinion or policy;

(dd) trade union or professional association; or

(ee) private club, society or association operating within your authority's area, in which you have membership or hold a position of general control or management;

(x) any land in your authority's area in which you have a licence (alone or jointly with others) to occupy for 28 days or longer; ☐

Paragraph 10 (2) (b) a decision upon it might reasonably be regarded as affecting —

(i) your well-being or financial position, or that of a person with whom you live, or any person with whom you have a close personal association; ☐

(ii) any employment or business carried on by persons as described in 10(2)(b)(i); ☐

(iii) any person who employs or has appointed such persons described in 10(2)(b)(i), any firm in which they are a partner, or any company of which they are directors; ☐

(iv) any corporate body in which persons as described in 10(2)(b)(i) have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or ☐

(v) anybody listed in paragraphs 10(2)(a)(ix)(aa) to (ee) in which persons described in 10(2)(b)(i) hold a position of general control or management, ☐
to a greater extent than the majority of—

(aa) in the case of an authority with electoral divisions or wards, other council tax payers, rate payers or inhabitants of the electoral division or ward, as the case may be, affected by the decision; or

(bb) in all other cases, other council tax payers, ratepayers or inhabitants of the authority's area.

Paragraph 13 You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where —

(a) that business relates to a decision made (whether implemented or not) or action taken by your authority's executive, board or another of your authority's committees, sub-committees, joint committees or joint sub-committees; and ☐

(b) at the time the decision was made or action was taken, you were a member of the executive, board, committee, sub-committee, joint-committee or joint sub-committee mentioned in sub-paragraph (a) and you were present when that decision was made or action was taken. ☐

3. INFORMATION IN SUPPORT OF YOUR APPLICATION

Please provide additional (background/ factual) information in order to clarify/explain your interest further, and assist the committee considering this dispensation application.

(Please note that failure to complete this section will result in the application form being returned to you)

(please continue on a separate sheet if necessary)

4. GROUNDS FOR DISPENSATION

The **Standards Committee (Grant of Dispensations)(Wales) Regulations 2001** prescribe the circumstances in which the Ethics & Standards Committee may grant a dispensation. The grounds for granting a dispensation are set out below.

On which of the following grounds do you believe that a dispensation should be granted in this case? Please tick the appropriate box(es).

(a) no fewer than half of the members of the relevant authority or of a committee of the authority (as the case may be) by which the business is to be considered has an interest which relates to that business;	<input type="checkbox"/>
(b) no fewer than half of the members of a leader and cabinet executive of the relevant authority by which the business is to be considered has an interest which relates to that business and either paragraph (d) or (e) also applies	<input type="checkbox"/>
(c) in the case of a county or county borough council, the inability of the member to participate would upset the political balance of the relevant authority or of the committee of the authority by which the business is to be considered to such an extent that the outcome would be likely to be affected;	<input type="checkbox"/>
(d) the nature of the member's interest is such that the member's participation in the business to which the interest relates would not damage public confidence in the conduct of the relevant authority's business;	<input type="checkbox"/>
(e) the interest is common to the member and a significant proportion of the general public;	<input type="checkbox"/>
(f) the participation of the member in the business to which the interest relates is justified by the member's particular role or expertise;	<input type="checkbox"/>
(g) the business to which the interest relates is to be considered by an overview and scrutiny committee of the relevant authority and the member's interest is not a pecuniary interest;	<input type="checkbox"/>
(h) the business which is to be considered relates to the finances or property of a voluntary organisation of whose management committee or board the member is a member otherwise than as a representative of the relevant authority and the member has no other interest in that business provided that any dispensation shall not extend to participation in any vote with respect to that business; or	<input type="checkbox"/>
(i) it appears to the committee to be in the interests of the inhabitants of the area of the relevant authority that the disability should be removed provided that written notification of the grant of the dispensation is given to the National Assembly for Wales within seven days in such manner as it may specify	<input type="checkbox"/>
(j) it appears to the committee to be otherwise appropriate to grant a dispensation.	<input type="checkbox"/>

5. GROUNDS FOR DISPENSATION- FURTHER INFORMATION

Please set out below the reasons why you consider that the Ethics & Standards Committee should grant a dispensation in this case (i.e. Please explain how and why you consider that one of the grounds for dispensation is/are satisfied)

(Please note that failure to complete this section will result in the application form being returned to you)

(please continue on a separate sheet if necessary)

6. REQUEST

Are you applying for dispensation to speak only or to speak and vote?

Speak Only: ☐

Speak and Vote: ☐

Please provide a reason for this:

7. DURATION

What is the requested duration for this dispensation?

Specific:

Specific Meeting(s): ☐

Please specify meeting date(s): _____

General:

6 months: ☐

12 months: ☐

8. DECLARATION

I request a dispensation in respect of the above matter.

I confirm that the information provided on this form is true to the best of my knowledge.

I agree that this application and all the information contained within it may form part of a public report to the Ethics and Standards Committee.

Signed:

Date:

Please return this form to:

Ethics and Standards
Neuadd Cyngor Ceredigion
Penmorfa
Aberaeron
Ceredigion
SA46 0PA
Tel: 01545 570881

ethicsandstandards@ceredigion.gov.uk / moesegasafonau@ceredigion.llyw.cymru