

ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	THE COUNTY COUNCIL
DATE:	10.05.2012
TITLE OF REPORT:	ANNUAL REPORT BY THE CHAIR OF THE STANDARDS COMMITTEE TO THE COUNTY COUNCIL OUTLINING THE WORK OF THE COMMITTEE IN 2011/12 AND PRESENTING ITS WORK PROGRAMME FOR 2012/13
PURPOSE OF THE REPORT:	TO SECURE THE SUPPORT OF THE COUNTY COUNCIL FOR THE WORK OF THE STANDARDS COMMITTEE
REPORT BY:	THE STANDARDS COMMITTEE
CONTACT OFFICER:	MEIRION JONES – SOLICITOR TO THE MONITORING OFFICER

1. At its meeting on 8th March 2011 the County Council resolved to approve the Standards Committee's Work Programme for the year commencing March 2011. That document, with an annotated update, is now produced as **ENCLOSURE A**. The original Work Programme contained the first three columns, being the work to be done, the timetable and the resources. The right hand column identifies the work which has been delivered and the work which is outstanding.

2. The Standards Committee was referred to in the Corporate Governance Inspection Report July 2009 (paragraphs 25 and 26) and, through its Work Programme, has adopted a more proactive role. The proposed priorities were designed to support the Council in delivering its Recovery Programme with a strong emphasis on assisting self regulation through an effective Member Development Plan and to provide advice and guidance to Group Leaders/Council Chair in resolving disciplinary issues within the Council, wherever appropriate.

3. One of the cornerstones of the Work Programme involved the evolution of the Member Development Plan, the success of which required member support, including feedback on the substance, content and delivery of the proposed

developmental sessions. To this end a Member Development Working Group was established to assess, monitor and revise the Member Development Plan as it evolved. In the opinion of the Standards Committee this arrangement assisted the Standards Committee in working with elected members to secure greater ownership and involvement in the ongoing Member Development Plan.

4. The four year period for the previous Standards Committee came to an end on the 17th December 2011 and a new Standards Committee was established commencing on the 18th December 2011. Between March 2011 and December 2011 the previous Standards Committee met on 5 occasions, 4 formal meetings and a dispensation hearing. The new Standards Committee has met in 3 formal meetings including a preliminary case hearing. A preliminary case hearing in respect of another matter has been arranged for the 4th May.
5. Following a recommendation by the WAG that County Councillors be members of the Standards Committee, in its meeting on the 11th May 2010 the Council had resolved, and nominated 3 County Councillors to be members of the Standards Committee. On the 12th March 2011 the County Council resolved, and the Welsh Ministers subsequently endorsed their view, to amend the Constitution and the membership of the Standards Committee by increasing the number of Town and Community Council representatives on the Standards Committee to 2. As there can be no more than 9 members on the Standards Committee the composition of the Standards Committee was changed to 2 County Councillors, 2 Community and Town Councillors and 5 Independent Members. The members of the current Standards Committee will remain in office until 17th December 2015.
6. The members of the new Standards Committee attended a training session with Peter Keith-Lucas of Bevan Britten on the 1st February 2012 regarding hearing procedure.
7. Attached at **ENCLOSURE B** is the draft Work Programme for the Standards Committee from April 2012 to May 2013, which was adopted by the Standards Committee at its meeting on the 27th March 2012.

Recommendations

- To note the content of this Report; and
- To endorse the Standards Committee's Work Programme for 2012/13

STANDARDS COMMITTEE WORK PROGRAMME - MARCH 2011 TO MARCH 2012

	TIMETABLE	RESOURCES	STATUS as at 20 th April 2012
1.	To conduct hearings into alleged breaches of the Members' Code of Conduct following referrals from the Public Services Ombudsman for Wales pursuant to Section 69 of Chapter III of the Local Government Act 2000.	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring Officer 	On 30/8/2011 the Ombudsman sent a report on a County Councillor to the Monitoring Officer to be referred to the Standards Committee for consideration. A preliminary hearing was held on 14/3/12.
2.	To conduct hearings into applications for dispensations received from County Councillors pursuant to Statutory Instrument 2001 No 2279(W.169).	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring Officer 	Only one application was made during the year, on 12/10/2011, when all 40 members were granted dispensation regarding indemnities.
3.	At the request of any Group Leader, to undertake an advisory role in connection with matters arising under the Council's proposed Protocol for Self Regulation.	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring Officer 	No requests made.
4.	To oversee the Member Development Plan, which is intended to include:- <ul style="list-style-type: none"> • Attached is the Annual Development Plan for Elected Members presented to Council on 09/12/10 and deferred to the Council Meeting on 08/02/11 (13983-106592) 	<ul style="list-style-type: none"> • HR Manager • WLGA • Monitoring Officer • Deputy Monitoring Officer • Corporate Information Officer 	<ul style="list-style-type: none"> • Attached is the Annual Development Plan for Elected Members a report and presented to Council on 09/12/10 and deferred to the Council Meeting on 08/02/11 (106592)

	<ul style="list-style-type: none"> • Induction and training of new Standards Committee • Consideration and preparation for induction and training of intake of Councillors in 2012 • Training to target specific needs of those sanctioned by the Adjudication Panel 	<ul style="list-style-type: none"> • After 18/12/11 } • March 2012 } • As required } 		<ul style="list-style-type: none"> • Peter Keith-Lucas training session 1/2/2012 • Elections postponed to May 2013 • None required in the period
5.	To participate in and receive reports from the Member Development Working Group.	<ul style="list-style-type: none"> • As and when received 	<ul style="list-style-type: none"> • HR Manager • WLGA • Monitoring Officer 	A report was received on 14/12/2011 and an update on 27/3/2012
6.	To supervise the two Registers of Members' Interests by annual reviews followed by advice and guidance, if appropriate.	<ul style="list-style-type: none"> • Reminder to be sent in May 2011 and review in September 2011. 	<ul style="list-style-type: none"> • Monitoring Officer • Solicitor to the Monitoring Officer 	This initially took place on 14/9/2011 and subsequently a letter was sent on 9/2/2012 to all Councillors.
7.	To supervise the Register of Gifts and Hospitality by annual reviews followed by advice and guidance, if appropriate.	<ul style="list-style-type: none"> • Review after 08/05/11. 	<ul style="list-style-type: none"> • Monitoring Officer • Solicitor to the Monitoring Officer 	This initially took place on 14/9/2011 and subsequently a letter was sent on 9/2/2012 to all Councillors.
8.	To include a review of the Council's policy on gifts and hospitality and any recommendations arising therefrom, and continue with its work with a Protocol for Gifts and Hospitality	<ul style="list-style-type: none"> • March 2011 onwards 	<ul style="list-style-type: none"> • Monitoring Officer • Solicitor to the Monitoring Officer 	The Protocol and form have been adopted by the County Council. The Standards Committee agreed for the form to be introduced and used as from 1/10/2011.
9.	To undertake the role of consultee on any proposed changes to the Constitution which would disproportionately prejudice the rights or interests of any minority group.	<ul style="list-style-type: none"> • As and when requested to do so 	<ul style="list-style-type: none"> • Monitoring Officer • Managing Director 	No request made

10.	<p>To increase the profile of the Standards Committee by:-</p> <ul style="list-style-type: none"> • Launch the Standards Committee's Work Programme for 2011 by means of a press statement. • Chair of the Standards Committee will provide presentation/s to the public on the work, composition and recruitment to the Standards Committee etc. during the course of the most appropriate round of public meetings ("Hawli Holi"). • The Chair of the Standards Committee will present an annual report to the full Council outlining the work of the Standards Committee during the previous year. 	<ul style="list-style-type: none"> • As soon as possible after 8/03/2011 • At the most suitable time during the summer of 2011 as the new Standards Committee is to be recruited by 17/12/2011 • March 2012 	<ul style="list-style-type: none"> • Communications Officer • Monitoring Officer • Communications Officer • Monitoring Officer • Solicitor to the Monitoring Officer 	<p>Completed</p> <p>This is suspended following the appointment of Commissioners</p> <p>Presentation to be made on 10th May 2012</p>
11.	<p>To review the Council's Protocol for Member / Officer Relations presently at 5.3 in the Constitution, in conjunction with the Information Protocol.</p>	<ul style="list-style-type: none"> • November 2011 onwards 	<ul style="list-style-type: none"> • Monitoring Officer • Solicitor to Monitoring Officer 	<p>Copies of the current protocol and proposed new protocol were submitted to the Standards Committee's quarterly meeting on 27th March 2012 for observations and further consideration in its June meeting.</p>

12.	Pilot for Self Regulation Protocol	<ul style="list-style-type: none"> Autumn 2011 	<ul style="list-style-type: none"> Monitoring Officer 	A report was submitted to the Standards Committee's quarterly meeting on 14 December 2011 and a further report will be considered in 2012
13.	Establishing Panels to deal with dispensations, especially at short notice.	<ul style="list-style-type: none"> May 2011 	<ul style="list-style-type: none"> Monitoring Officer 	Considered and completed on 14/9/2011
14.	To act as consultee on a report addressing Members' Access Rights and Data Protection issues.	<ul style="list-style-type: none"> As required 	<ul style="list-style-type: none"> Monitoring Officer Corporate Information Officer 	Following the informal meetings of the Commissioners the report was redrafted but following further comments it became clear that there were issues which needed further investigation, and they have not been completed.
15	To consider the Corporate Complaints Procedure and the Welsh Assembly Government's Model.	<ul style="list-style-type: none"> As and when the documents are issued 	<ul style="list-style-type: none"> Monitoring Officer Solicitor to the Monitoring Officer Corporate Customer Care Officer 	Original proposals had to be reconsidered because of budgetary aspects. Revised mandate (document to initiate a project) is to be submitted to the Heads of Service Management Team in June.
16.	To consider the new draft Constitution	<ul style="list-style-type: none"> March 2011 onwards 	<ul style="list-style-type: none"> Monitoring Officer Solicitor to the Monitoring Officer 	A Constitution Working Group was established by the Commissioners in October 2011 and it is to report to the Board of Commissioners and the Council on 30/4/2012 and 10/5/2012

17.	Consider any other changes to the Constitution.	<ul style="list-style-type: none"> As required 	<ul style="list-style-type: none"> Monitoring Officer 	None required in the period
18.	To receive the Local Government Measure.	<ul style="list-style-type: none"> When published by the WAG 	<ul style="list-style-type: none"> Monitoring Officer Managing Director 	Information given at the Committee's meetings on 14/9/2011 and 14/12/2011
19.	Recruitment of the new Standards Committee to be recruited by 17/12/2011	<ul style="list-style-type: none"> Summer of 2011 onwards 	<ul style="list-style-type: none"> Monitoring Officer Deputy Monitoring Officer Solicitor to the Monitoring Officer 	<p>This was completed and the new Standards Committee was adopted by the County Council on 8th December 2011, following -</p> <ul style="list-style-type: none"> a meeting of Town and Community Council representatives on 10/11/2011 to choose the 2 representatives of Town & Community Councils, the panel to appoint the 5 Independent Members on 23/11/2011 the County Council on 8/12/2011 electing the 2 County Councillors.

ANNUAL DEVELOPMENT PLAN FOR ELECTED MEMBERS

November 2010 – March 2012

SUBJECT AREA	AUDIENCE	POTENTIAL PROVIDER	DATE TRAINING PLANNED IF KNOWN
Charing Skills – Coaching Sessions	Chairs/Vice-Chairs	Clare Forrest	November 2010
Risk Management	Audit Committee	James Quance – PWC Owen Rees – Zurich	November 2010
Treasury Management	Audit Committee/Executive	Richard Basson, Sector	December 2010
Developing Political Protocols		Ian Bottrill	January/February 2011
Code of Conduct & Ethics	Town and Community Councils	Ken Burton – One Voice Wales	February 2011
Design Communication for Wales	Planning Committee Members	External	March 2011
Planning Improvement Plan	Planning Committee Members	Internal	March 2011
Risk Management	Audit Committee/Executive	James Quance – PWC Owen Rees – Zurich	April/May 2011
Update on new Statutory Complaints Procedure	All Members	Corporate Information Officer and Customer Care Officer	TBA
Planning Updates	Planning Committee Members	Robyn Jones (Legal) & E Gwyndaf Jones (Planning)	As and when identified

Licencing Updates	Licencing Committee Members	Jointly with Gwynedd County Council	As and when identified
Updates on the Code of Conduct	All Members	Monitoring Officer	TBA
IT Skills	All Members	Internal & External providers	As and when identified
Overview of Project Management	As identified by Interim Project Manager	Internal	As and when identified
Prioritising Workloads	All Members	Jointly with Gwynedd County Council	TBA
Scrutiny – Analysing Budgets	All Scrutiny Committees	Corporate Director Finance	TBA
Scrutiny - Chairing	All Scrutiny Committees	Clare Forrest	TBA
Scrutiny – Questioning Skills	All Scrutiny Committees	Internal	TBA
Planning an indepth Scrutiny Review	All Scrutiny Committees	Internal	TBA
Procurement Issues	To be identified	Internal	TBA
Induction	As identified for newly appointed Elected Members	Internal	As and when identified

STANDARDS COMMITTEE WORK PROGRAMME – APRIL 2012 TO MAY 2013

		TIMETABLE	RESOURCES
1.	To conduct hearings into alleged breaches of the Members' Code of Conduct following referrals from the Public Services Ombudsman for Wales (PSOW).	<ul style="list-style-type: none"> As and when referrals are received 	<ul style="list-style-type: none"> Monitoring Officer Deputy Monitoring Officer Solicitor to the Monitoring Officer
2.	To conduct hearings into applications for dispensations.	<ul style="list-style-type: none"> As and when applications are received 	<ul style="list-style-type: none"> Monitoring Officer Deputy Monitoring Officer Solicitor to the Monitoring Officer
3.	To undertake an advisory role in connection with matters arising under the Council's Protocol for Self Regulation, or its successor.	<ul style="list-style-type: none"> As and when requested 	<ul style="list-style-type: none"> Monitoring Officer Deputy Monitoring Officer Solicitor to the Monitoring Officer
4.	To oversee the Member Development Plan, to include:- <ul style="list-style-type: none"> Ongoing training for the Standards Committee Consideration and preparation for induction and training of intake of Councillors in 2013 Training to target specific needs of those sanctioned by the Adjudication Panel for Wales (APW) or the Standards Committee 	<ul style="list-style-type: none"> As required Before May 2013 As required 	<ul style="list-style-type: none"> HR Manager WLGA Monitoring Officer Deputy Monitoring Officer Corporate Information Officer
5.	To participate in and receive reports from the Member Development Working Group.	<ul style="list-style-type: none"> Quarterly 	<ul style="list-style-type: none"> HR Manager WLGA Monitoring Officer
6.	To supervise the two Registers of Members' Interests by annual reviews followed by advice and guidance, if	<ul style="list-style-type: none"> By the end of 2012 	<ul style="list-style-type: none"> Monitoring Officer Solicitor to the Monitoring

			Officer
7.	appropriate. To supervise the Register of Gifts and Hospitality by annual reviews followed by advice and guidance, if appropriate.	<ul style="list-style-type: none"> By the end of 2012 	<ul style="list-style-type: none"> Monitoring Officer Solicitor to the Monitoring Officer
8.	To undertake the role of consultee on any proposed changes to the Constitution which would disproportionately prejudice the rights or interests of any minority group.	<ul style="list-style-type: none"> As and when required 	<ul style="list-style-type: none"> Monitoring Officer Chief Executive
9.	To undertake the role of consultee in connection with any draft guidance/protocols etc issued by the PSOW in connection with the Members' Code of Conduct / Protocol for Local Resolution etc.	<ul style="list-style-type: none"> As and when required 	<ul style="list-style-type: none"> Monitoring Officer
10.	Following consultation with Members, to oversee the publication of all Members' Declaration Forms on the Council's website and to ensure that the facility is publicised.	<ul style="list-style-type: none"> Dates to be agreed with ICT 	<ul style="list-style-type: none"> Head of Service (ICT) Monitoring Officer
11.	Subject to consultation with Members, to make recommendations for more information to be published on the Council's website (including information about allowances, expenses, attendance records and training hours).	<ul style="list-style-type: none"> Before May 2013 	<ul style="list-style-type: none"> Monitoring Officer Solicitor to the Monitoring Officer
12.	The Chair of the Standards Committee to present an annual report to the full Council outlining the work of the Standards Committee during the previous year.	<ul style="list-style-type: none"> May 2013 	<ul style="list-style-type: none"> Monitoring Officer Solicitor to the Monitoring Officer
13.	To recommend a new Protocol for Member / Officer Relations.	<ul style="list-style-type: none"> Before May 2013 	<ul style="list-style-type: none"> Monitoring Officer Solicitor to Monitoring Officer