

ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	THE COUNTY COUNCIL
DATE:	08.03.2011
TITLE OF REPORT:	ANNUAL REPORT BY THE CHAIR OF THE STANDARDS COMMITTEE TO THE COUNTY COUNCIL OUTLINING THE WORK OF THE COMMITTEE IN 2010/11 AND PRESENTING ITS WORK PROGRAMME FOR 2011/12
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 4th March 2010 the County Council resolved to advise the Standards Committee's Work Programme for the year commencing March 2010. 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 shows in red/italics the work which is outstanding.

2. The Standards Committee was referred to in the Corporate Governance Inspection Report (paragraphs 25 and 26) and, through its Work Programme, has adopted a more proactive role. The Work Programme emerged following discussions between the Standards Committee and Group Leaders, and further work with Officers of the Council. 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. It was also felt important that, as the Standards Committee developed its Work Programme, it did so with the benefit of input and advice from the Council to ensure that the general programme also contributed effectively to member development and to those issues which would be of greatest assistance to the Council in responding to the Corporate Governance Inspection, and in which the Standards Committee has an appropriate remit. 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. The membership consisted of three elected members, one of whom has been nominated as the Council's Member Champion, a member of the Standards Committee, the Council's HR Manager, the Monitoring Officer and a representative of the WLGA. 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 Standards Committee has met regularly during the last 12 months; formally on 3 occasions and informally on 7 occasions. It is due to meet again formally on 9th March 2011. The work it has undertaken is outlined in **ENCLOSURE A**.
5. The members of the Standards Committee attended a training session entitled "The Role and Effective Functioning of the Standards Committee" with Peter Keith-Lucas on 11th May 2010.
6. 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 so resolved, and nominated 3 County Councillors to be members of the Standards Committee. They are Councillors Trefor Lloyd Hughes, J Arwel Roberts and Ieuan

Williams, the latter two of whom are, by coincidence, also members of the Member Development Working Group.

7. The members of the current Standards Committee will remain in office until 17th December 2011 and work will begin in the summer to appoint a new Standards Committee by the December deadline.
8. Attached at **ENCLOSURE B** is the draft Work Programme for the Standards Committee from March 2011 to March 2012. There is significant emphasis on recruitment and training for the new Standards Committee Members.
9. In addition to its other work, the Standards Committee is involved in arranging training for Town and Community Councils on the Code of Conduct and I would like to take this opportunity to ask for your assistance, through your contacts with your Town and Community Councils, to ensure that there is good attendance at the training sessions which are currently being arranged.

Recommendations

- To note the content of this Report; and
- To endorse the Standards Committee's Work Programme for 2011/12

STANDARDS COMMITTEE WORK PROGRAMME 2010 – LAST REVIEWED 14/2/11

		TIMETABLE	RESOURCES	POSITION AS AT 14/2/11
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"> • As and when any such referrals are received from the Ombudsman 	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring Officer 	<ul style="list-style-type: none"> • Consideration of Ombudsman's matters 10/06/09, 08/09/09, 06/10/09, 13/07/10, 14/09/10, 12/10/10 and 14/12/10, and receiving quarterly reports and an annual report. • The Ombudsman has not made any referrals and no hearings have therefore been conducted
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"> • As and when applications are received 	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring Officer 	<ul style="list-style-type: none"> • Dispensation Hearings took place on 10/11/2009, 11/11/2009, 27/01/2010, 2/06/2010 and 14/12/10.
3.	At the request of any Group Leader, to undertake an advisory role in connection with matters arising under the Council's proposed	<ul style="list-style-type: none"> • As and when requested by any Group Leader or Group Leaders 	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring 	<ul style="list-style-type: none"> • No such requests received.

	Protocol for Self Regulation.		Officer	
4.	<p>To oversee the Member Development Plan, which is intended to include:-</p> <ul style="list-style-type: none"> • The Role of the Modern Member • The Role and Function of Scrutiny/Overview • Code of Conduct • The Role and Ethical operating of the Planning and Orders Committee • Skills for Chairs • Freedom of Information/Data Protection 	<ul style="list-style-type: none"> • In accordance with the timetable outlined in the document entitled “Moving on with Member Development at Ynys Môn” 	<ul style="list-style-type: none"> • Training and Development Manager • WLGA • Monitoring Officer • Deputy Monitoring Officer • Corporate Information Officer 	<ul style="list-style-type: none"> • Role of Modern Member 08/09/09, 03/12/09, 07/12/09, 12/01/10, 09/02/10, 09/3/10, 13/04/10, 13/07/10, 12/10/10 and 14/12/10. Considered by the full Council on 08/02/11 after it was deferred on 09/12/10. • Code of Conduct 08/09/09, 16/09/09 and 12/01/10. • Training for Town and Community Councillors on the Code of Conduct 12/10/10 and 2/2/11 • Scrutiny 09/03/10. • Meetings with Group Leaders 07/12/09 and 09/02/10. • Planning on 24/11/09 08/06/10 and 14/12/10. • Freedom of Information etc

				presentation given by Corporate Information Officer on 09/03/10 and draft Information Protocol on 14/12/10.
5.	To participate in and receive reports from the Member Development Working Group.	<ul style="list-style-type: none"> In accordance with the timetable outlined in the document entitled "Moving on with Member Development at Ynys Môn" 	<ul style="list-style-type: none"> Training and Development Manager WLGA Monitoring Officer 	<ul style="list-style-type: none"> Report presented to meeting on 08/06/10, and a report (presented to the Council on 09/12/10 and considered on 8/2/11 after it was deferred on 9/12/10) by the Member Development Champion / Chair of the Member Development Working Group on 14/12/10.
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"> Dates to be fixed 	<ul style="list-style-type: none"> Monitoring Officer Solicitor to the Monitoring Officer 	<ul style="list-style-type: none"> Review conducted on 16/09/2009 Advice/guidance issued on 29/09/2009 To approve draft revised Declaration of Interest form 9/03/2010

				<ul style="list-style-type: none"> • Out to consultation with Members between 16/03/ 2010 and 6/04/2010 • Approval of final format of Declaration of Interest in Meetings form on 08/06/10 and implemented on 01/07/10. • Further review of the Registers of 14/09/2010 and 12/10/2010 and continued on 02/02/11.
7.	To supervise the Register of Gifts and Hospitality by annual reviews followed by advice and guidance, if appropriate. To include a review of the Council's policy and any recommendations arising therefrom.	<ul style="list-style-type: none"> • 11/05/2010 	<ul style="list-style-type: none"> • Monitoring Officer • Solicitor to the Monitoring Officer 	<ul style="list-style-type: none"> • 11/05/2010 • Further considered on 08/06/10, 13/07/10 and 14/09/10 and subsequently by the County Council on 09/12/10, and considered in the informal meeting on 02/02/11.
8.	To act as consultee on a report/draft protocol for dealing with applications for planning	<ul style="list-style-type: none"> • 24/011/2009 	<ul style="list-style-type: none"> • Head of Planning and Public Protection 	<ul style="list-style-type: none"> • 24/11/ 2009 • Further considered

	permission by members or officers and, in the event that changes are recommended, to review their effectiveness following a trial period.		<ul style="list-style-type: none"> Deputy Monitoring Officer Monitoring Officer 	<ul style="list-style-type: none"> on 08/06/10. The Planning Procedure Rules were considered on 14/12/10. <i>To Council on 8/3/2011</i>
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"> Subject to approval of the proposal by full Council on 4/03/2010 As and when requested to do so 	<ul style="list-style-type: none"> Monitoring Officer Managing Director 	<ul style="list-style-type: none"> Safeguarding role passed by the Council on 04/03/10. <i>Constitutional Review on 12/5/2011</i>
10.	To undertake the role of consultee in connection with the draft Guidance issued by the Ombudsman on the Members' Code of Conduct.	<ul style="list-style-type: none"> 12/01/2010 	<ul style="list-style-type: none"> Monitoring Officer 	<ul style="list-style-type: none"> 12/01/2010 The Ombudsman issued Guidance on 29/04/10.
11.	To undertake the role of consultee in connection with the consultation issued by the Welsh Assembly Government on Scrutiny / Political Structures.	<ul style="list-style-type: none"> 9/03/2010 	<ul style="list-style-type: none"> Monitoring Officer 	<ul style="list-style-type: none"> 9/03/2010 <i>Local Government Measure 2010 due late 2011</i>
12.	To review the role of members under the Council House Allocations Policy and, if appropriate, to make any recommendations for change.	<ul style="list-style-type: none"> 13/04/2010 	<ul style="list-style-type: none"> Head of Service (Housing) Monitoring Officer 	<ul style="list-style-type: none"> Considered on 13/04/2010 and 8/06/2010
13.	Following consultation with members, to oversee the publication of Members' Declaration of Interest forms (Standing	<ul style="list-style-type: none"> Dates to be fixed 	<ul style="list-style-type: none"> Monitoring Officer 	<ul style="list-style-type: none"> Considered by Standards Committee on

	Register only) on the Council's website and to ensure that the facility is publicised.			<p>24/11/2009.</p> <ul style="list-style-type: none"> • Consultation with Members 27/11/2009 – 11/12/2009 • Approved by Standards Committee 12/01/2010 • Expected on the Council's website 15/03/2010 • This was introduced on the website on 15/03/10.
14.	Subject to the outcome of 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"> • 8/06/2010 	<ul style="list-style-type: none"> • Monitoring Officer • Solicitor to the Monitoring Officer 	<ul style="list-style-type: none"> • 8/06/2010 • This was considered at the informal meeting on 13/07/10 and the formal meeting on 14/09/10.
15.	<p>To increase the profile of the Standards Committee by:-</p> <ul style="list-style-type: none"> • Introducing biographies of the Standards Committee members on to the Council's website. • To launch the Standards Committee's Work Programme for 2010 by means of a press statement. 	<ul style="list-style-type: none"> • 4/02/2010 • As soon as possible after 4/03/2010 	<ul style="list-style-type: none"> • Communications Officer • Corporate Web Manager • Communications Officer 	<ul style="list-style-type: none"> • 4/02/2010 • This was done on 16/03/2010.

	<ul style="list-style-type: none"> • <i>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 ("Hawl i Holi").</i> • <i>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.</i> 	<ul style="list-style-type: none"> • <i>At the most suitable time during the summer of 2011 as the new Standards Committee is to be recruited by 18/12/2011</i> • <i>Council Meeting March 2011</i> 	<ul style="list-style-type: none"> • Monitoring Officer • Communications Officer • Monitoring Officer 	<ul style="list-style-type: none"> • <i>Yet to be done</i> • Considered by the Committee on 2/2/11 • <i>Done today 8/03/2011</i>
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STANDARDS COMMITTEE WORK PROGRAMME - MARCH 2011 TO MARCH 2012

		TIMETABLE	RESOURCES
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"> • As and when any such referrals are received from the Ombudsman 	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring Officer
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"> • As and when applications are received 	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring Officer
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"> • As and when requested by any Group Leader or Group Leaders 	<ul style="list-style-type: none"> • Monitoring Officer • Deputy Monitoring Officer • Solicitor to the Monitoring Officer
4.	<p>To oversee the Member Development Plan, which is intended to include:-</p> <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 (106592) • Induction and training of new Standards Committee 	<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) • After 18/12/11 	<ul style="list-style-type: none"> • HR Manager • WLGA • Monitoring Officer • Deputy Monitoring Officer • Corporate Information Officer

	<ul style="list-style-type: none"> • 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"> • March 2012 • As required 	
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
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
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
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
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
10.	To increase the profile of the Standards Committee by:- <ul style="list-style-type: none"> • Launch the Standards Committee's Work Programme for 2011 by means of a press statement. 	<ul style="list-style-type: none"> • As soon as possible after 8/03/2011 	<ul style="list-style-type: none"> • Communications Officer

	<ul style="list-style-type: none"> • 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 (“Hawl i 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"> • 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"> • Monitoring Officer • Communications Officer • Monitoring Officer • Solicitor to the Monitoring Officer
11.	To review the Council’s Protocol for Member / Officer Relations presently at 5.3 in the Constitution, in conjunction with the Information Protocol.	<ul style="list-style-type: none"> • November 2011 onwards 	<ul style="list-style-type: none"> • Monitoring Officer • Solicitor to Monitoring Officer
12.	Pilot for Self Regulation Protocol	<ul style="list-style-type: none"> • Autumn 2011 	<ul style="list-style-type: none"> • Monitoring Officer
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
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
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
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 •
17.	Consider any other changes to the Constitution.	<ul style="list-style-type: none"> • As required 	<ul style="list-style-type: none"> • Monitoring Officer

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
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

ANNUAL DEVELOPMENT PLAN FOR ELECTED MEMBERS

November 2010 – March 2012

SUBJECT AREA	AUDIENCE	POTENTIAL PROVIDER	DATE TRAINING PLANNED IF KNOWN
Chairing 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