

Public Document Pack



CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

Mr Richard Parry Jones, BA, MA.
Prif Weithredwr – Chief Executive

CYNGOR SIR YNYS MÔN
ISLE OF ANGLESEY COUNTY COUNCIL
Swyddfeydd y Cyngor - Council Offices
LLANGFNI
Ynys Môn - Anglesey
LL77 7TW

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RHYBUDD O GYFARFOD	NOTICE OF MEETING	
PWYLLGOR SAFONAU	STANDARDS COMMITTEE	
DYDD MERCHER, 11 MEHEFIN, 2014 am 2 o'r gloch	WEDNESDAY, 11 JUNE 2014 at 2.00 pm	
YSTAFELL BWYLLGOR 1, SWYDDFEYDD Y CYNGOR, LLANGFNI	COMMITTEE ROOM 1, COUNCIL OFFICES, LLANGFNI	
Swyddog Pwyllgor	Mrs. Mairwen Hughes (01248) 752516	Committee Officer

Aelodau Annibynnol / Independent Members

Denise Harris Edwards
Islwyn Jones (Is-Gadeirydd/Vice-Chair)
Leslie Lord
Dilys Shaw
Michael Wilson (Cadeirydd/Chair)

Yn cynrychioli'r Cyngor Sir / Representing the County Council

Councillor Trefor Lloyd Hughes
Councillor Dafydd Rhys Thomas

Yn cynrychioli'r Cynghorau Tref/Cymuned / Representing the Town/Community Councils

William Raymond Evans
John Roberts

A G E N D A

1 DECLARATION OF INTEREST

To receive any declaration of interest by any Member or Officer regarding any items on the Agenda.

2 MINUTES (Pages 1 - 8)

To submit for confirmation the minutes of the meeting held on 12 March, 2014.
(ENCLOSURE 'A')

3 STANDARDS COMMITTEE FORUM (Pages 9 - 22)

To confirm the minutes of the Standards' Committee Forum held on 29 April, 2014 and to receive an oral report from Mr. Mike Wilson.
(ENCLOSURE 'B')

4 DECLARATIONS OF INTEREST IN MEETINGS AND REGISTER OF GIFTS AND HOSPITALITY (Pages 23 - 26)

To receive an update from the Senior Web Manager on where we are up to on the three registers, in particular, the register of declarations of interests in meetings.
(ENCLOSURE 'C')

5 COMPLAINTS MANAGEMENT PROJECT - AUDIT REVIEW (Pages 27 - 28)

To receive an update from the Audit Manager on the Council's compliance with its Corporate Concerns and Complaints Policy.
(ENCLOSURE 'CH')

6 PERFORMANCE REVIEW

To receive a report from the Senior HR Development Manager on the next stage in the performance review, following on from agreement of the job descriptions.
(ENCLOSURE 'D' – TO FOLLOW)

**7 CONDUCT COMPLAINTS TO THE PUBLIC SERVICES OMBUDSMAN FOR WALES
(Pages 29 - 32)**

7A A report by the Solicitor (Corporate Governance) in the form of an up-dated matrix for County Councillors. For information and any questions.
(ENCLOSURE 'DD')

7B A report by the Solicitor (Corporate Governance) in the form of an up-dated matrix for Town and Community Councils. For information and any questions.
(ENCLOSURE 'E')

8 ADJUDICATION PANEL DECISIONS (Pages 33 - 42)

8A A summary of recent decisions presented by the Solicitor (Corporate Governance).
(ENCLOSURE 'F')

8B To receive a summary of the Adjudication Panel for Wales' Annual Report from the Solicitor (Corporate Governance).
(ENCLOSURE 'FF')

9 **TRAINING FOR COMMITTEE MEMBERS AND TOWN AND COMMUNITY COUNCILS**

(Pages 43 - 54)

9A A summary from the Solicitor (Corporate Governance) on the responses received to the letters sent on attendance to training sessions presented by One Voice Wales and a discussion on next training event to be held at Anglesey County Council Offices to Clerks – i.e. what format should it take and what topics should be covered.

(ENCLOSURE 'G')

9B To receive a report from the Solicitor (Corporate Governance) on the training which is to be presented by Mr. Peter Keith Lucas on the 1st July, 2014.

(ENCLOSURE 'NG')

10 **CHAIRMAN'S ANNUAL REPORT AND WORK PROGRAMME** (Pages 55 - 66)

To receive a report from the Chairman on the Annual Report presented to the full Council on the 8th May, 2014.

(ENCLOSURE 'H')

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ATODIAD / ENCLOSURE
A

STANDARDS COMMITTEE

Minutes of the meeting held on 12 March 2014

PRESENT: **Independent Members**

Mr. Michael Wilson (Chair)
Mr. Islwyn Jones (Vice-Chair)

Mrs. Denise Harris Edwards,
Mr. Leslie Lord,
Mrs. Dilys Shaw.

Representing Town and Community Councils

Councillors W. Raymond Evans, John Roberts

Representing the County Council

Councillor Trefor Lloyd Hughes

IN ATTENDANCE: Head of Function (Council Business)/Monitoring Officer,
Interim Head of Democratic Services (JHJ) (In respect of Items 9 &
10),
Solicitor – Corporate Governance (AP),
Senior Human Resources Development Officer (MW) (In respect of
Item 7),
Committee Officer (MEH),
Administrative Assistant/Committee Officer (SC)

ALSO PRESENT: None

APOLOGIES: Councillor Dafydd R. Thomas

The Chair referred to Councillor Dafydd R. Thomas recent illness. It was agreed that a letter be sent on behalf of the Committee, to express their best wishes to Councillor Thomas.

1 DECLARATION OF INTEREST

No declaration of interest received.

2 MINUTES OF MEETING

The minutes of the meeting held on 12 December, 2013 were confirmed.

ARISING THEREON

4.(1) - The minutes referred to a letter sent out to Elected Member reminding them to complete the register gifts and hospitality online. The Vice-Chair questioned why it was not possible to declare gifts and hospitality on the website at present. The Head of Function (Council Business) responded that Elected Members can complete the form online and need to move away from paper forms and use the facilities to register gifts and hospitality online. She further stated that at present the function to Declare Interests at Meetings is the one which is not available at present.

ACTION: The Corporate Web Manager to provide an update on the progress on the register of declarations of interests in meetings at the next meeting.

11. The minutes referred to training on the Code of Conduct. A question was raised by the Vice-Chair with regard to recommending a representative of the independent members of the Standards Committee to attend the Holyhead Town Council. He questioned whether a date had been set for the meeting. The Solicitor (Corporate Governance) responded that she has written to the clerk of the Holyhead Town Council twice to ask when the training sessions would take place, but has not yet received a reply.

Action: The Solicitor (Corporate Governance) to report on the progress at the next meeting following response from the Holyhead Town Council. Councillor T.LI. Hughes to raise this at the next meeting he attends.

3 STANDARDS COMMITTEE FORUM

3A Submitted and noted the minutes of the Standards Committee Forum held on 21st October, 2013.

ACTION : None

3B Submitted and approved the letters to be sent to One Voice Wales and WLGA dealing with the development of (i) Web copy for Town and Community Councils, and (ii) a 'toolkit' for Town and Community Councils.

RESOLVED to approve the letter to One Voice Wales and WLGA as noted above, incorporating the amendments suggested by the Vice-Chair in the meeting.

ACTION : To send a copy of the One Voice Wales letter to the Interim Head of Democratic Services for his approval.

3C Submitted – copy of letter to be sent to the Ombudsman requesting that decisions made by Standards' Committees should be published on the Ombudsman's website.

The Head of Function (Council Business) considered that this item be included on the Standards' Committee Forum requesting the Forum to decide whether or not to send this on in their name.

RESOLVED to note the contents of the letter to the Ombudsman.

ACTION : To request the regional Standards' Committee Forum to approve and send the letter.

4 DECLARATIONS OF INTEREST IN MEETINGS AND REGISTER OF GIFTS AND HOSPITALITY

The Solicitor (Corporate Governance) gave an oral update on the present situation regarding registers for the following:-

- The standing register;
- register of declarations of interests in meetings;
- gifts and hospitality.

With reference to the above, the Solicitor explained there had been no change since the previous meeting. Following discussion with the Corporate Web Manager, it was reported that there was a requirement for additional software to be developed for the register of interests in meetings to become interactive.

RESOLVED to note the report.

ACTION: To receive an update from the Corporate Web Manager at the next meeting of the Standards Committee.

5 CONDUCT COMPLAINTS TO THE PUBLIC SERVICES OMBUDSMAN FOR WALES

5A Submitted - A report by the Solicitor (Corporate Governance) in the form of an up-dated matrix for County Councillors.

RESOLVED to note the contents of the report for information.

ACTION : An update report on any further developments from the Solicitor (Corporate Governance) at the next Standards Committee.

5B Submitted - A report by the Solicitor (Corporate Governance) in the form of an up-dated matrix for Town and Community Councils.

RESOLVED to note the contents of the report for information.

ACTION : An update report on any further developments from the Solicitor (Corporate Governance) at the next Standards Committee.

6 ADJUDICATION PANEL DECISIONS

Submitted - A summary of decisions presented by the Solicitor (Corporate Governance), which were made by the Adjudication Panel between 13th December, 2013 and 12th March, 2014.

The Solicitor (Corporate Governance) gave a background report on results of two cases before the Adjudication Panel.

RESOLVED to note the report for information.

ACTION : An update or any further developments from the Solicitor (Corporate Governance) at the next Standards Committee.

7 TRAINING FOR MEMBERS AND TOWN AND COMMUNITY COUNCILS - TRAINING ON THE CODE OF CONDUCT AND PERFORMANCE REVIEW (STANDARDS COMMITTEE)

7A Submitted - confirmation that letters were sent to Community Councils and Elected Members within their ward to highlight their attendance record at the training session.

RESOLVED to note the report.

ACTION : That an update report of responses received be presented by the Solicitor (Corporate Governance) at the next meeting of the Standards Committee.

7B The Head of Function (Council Business)/Monitoring Officer stated that it is intended to convene in-house training for Town/Community Councils Clerks on the Code of Conduct in the Autumn.

RESOLVED to note the report.

ACTION : That arrangements be made to convene an in-house training session for Town/Community Councils Clerks on the code of Conduct and that the slides to be prepared for the session be afforded to the Standards Committee.

7C The Senior Human Resources Development Officer stated that communication had been sent to One Voice Wales to provide feedback on the standard of training provided last year.

The Head of Function (Council Business)/Monitoring Officer noted that One Voice Wales had refused to allow the slides of their presented to be released to the County Council.

RESOLVED to note the report.

ACTION : None

7CH The Senior Human Resources Development Officer gave a verbal report on the current Performance Development Review process for Elected Members and referred to the proforma documents used.

It was reported that Elected Members are now required to complete Annual Reports on their achievements during their year of office, roles and responsibilities together with training sessions they have attended.

The Head of Function (Council Business)/Monitoring Officer stated that a similar review will be conducted for Lay Members and Independent Members of the Standards Committee in the future.

RESOLVED to note the report.

ACTION : That an update report be submitted to the Standards Committee by the Senior Human Resources Development Officer at the next meeting.

8 REVIEW OF REGISTERS

Submitted - A report by the Solicitor (Corporate Governance) on the summary of findings of the review of registers. She reported on the following issues:-

The Standing Register

- Councillors failing to provide information on interest in land;
- Forms were not being completed fully or accurately.

The Register of Declaration of Interest at meetings

- Confusion between personal/prejudicial interest;
- Some Councillors still used the old forms.

The Register of Gifts and Hospitality

- Very few declarations were made on gifts and hospitality;

Training Register

- Whether the Training register should be published online?

RESOLVED: To move forward and send the general findings of the review to all Elected Members following discussions with the Council Leader and Chair of the Standards Committee.

ACTION : That the training needs of Elected Members in the completion of the above Registers be discussed.

9 MEMBER CHARTER STATUS

Submitted - a verbal report from the Interim Head of Democratic Services in relation to the above.

The Interim Head of Democratic Services stated that the County Council has been awarded the foundation level of the Charter Status for Corporate Governance.

RESOLVED to note the report.

ACTION : None

10 WEB CASTING/REMOTE ATTENDANCE AND ICT SUPPORT FOR TOWN AND COMMUNITY COUNCILS

Submitted for information, the report considered by the Democratic Services Committee on 30th January, 2014. This report sets out the context and proposals for webcasting of meetings and remote attendance. The County Council resolved on 10th October, 2013 to proceed with webcasting of meetings for a two year pilot period. Following a competitive tendering process the webcasting contract has been awarded to Public-i.

The Interim Head of Democratic Services gave an update on progress, and explained that the timetable for receiving the grant for the trial period has been extended to next year. He explained that live broadcasting will commence in June, commencing with the Executive, followed by the County Council and Planning and Orders Committee, and how the system will be trialled by Members and staff before going live. Public-i will provide training and on-going support initially. The Officer gave an update on remote attendance at meetings. He explained that he would report back to the Executive in May.

The Interim Head of Democratic Services reported on the grant allocated by Welsh Government for each Town and Community Councils, to spend on website development.

The purpose of this grant is to assist Town and Community Councils to prepare for the Local Government (Democracy) (Wales) Act 2013, which contains provisions which would require each community council to publish information on a website. He explained that the Welsh Government has relaxed the guidelines terms of using of the grant and further guidance was expected from the Welsh Government. He mentioned that by 2015, every community council should have a website. Guidance from the Welsh Assembly is expected on this matter.

RESOLVED

- **To note progress as detailed in the report on the broadcasting of meetings to commence in June 2014.**
- **To note the current position in relation to remote attendance.**

ACTION : An update report on the above be submitted to a future meeting of the Standards Committee.

**MR. MICHAEL WILSON
CHAIR**

ATODIAD / ENCLOSURE
B

FFORWM PWYLLGORAU SAFONAU GOGLEDD CYMRU NORTH WALES STANDARDS COMMITTEES FORUM

Dydd Mawrth, 29 Ebrill 2014 am 2.00 pm
Tuesday, 29 April 2014 at 2.00 pm

Neuadd y Sir, Yr Wyddgrug
County Hall, Mold

Ynys Môn/Isle of Anglesey	Michael Wilson – Cadeirydd/Chair Islwyn Jones – Is-Gadeirydd/Vice-Chair Lynn Ball – Swyddog Monitro/Monitoring Officer Robyn Jones – Dirprwy Swyddog Monitro/Deputy Monitoring Officer
Conwy	Howie Roberts - Cadeirydd/Chair (<i>Cadeirydd/Chair</i>) Samuel Adams - Is-Gadeirydd/Vice-Chair Delyth Jones - Swyddog Monitro/Monitoring Officer Ceri Williams – Dirprwy Swyddog Monitro/Deputy Monitoring Officer
Sir Ddinbych/Denbighshire	Ian Trigger - Cadeirydd/Chair Rev. Wayne Roberts - Is-Gadeirydd/Vice-Chair Gary Williams - Swyddog Monitro/Monitoring Officer Lisa Jones - Dirprwy Swyddog Monitro/Deputy Monitoring Officer
Sir y Fflint/Flintshire	Patricia Jones – Cadeirydd/Chair Edward Hughes – Is-Gadeirydd/Vice-Chair Gareth Owens – Swyddog Monitro/Monitoring Officer
Gwynedd	Gwilym Ellis Evans – Cadeirydd / Chair Sam Soysa – Is-Gadeirydd/Vice-Chair Dilys Ann Phillips – Swyddog Monitro/Monitoring Officer Siôn Huws – Swyddog Priodoldeb/Propriety Officer
Wrecsam/Wrexham	Rob Dawson – Cadeirydd/Chair Ceri Nash – Is-Gadeirydd/Vice-Chair Trevor Coxon – Swyddog Monitro/Monitoring Officer Sioned Wyn Davies – Dirprwy Swyddog Monitro/Deputy Monitoring Officer
Awdurdod Tân ac Achub/ Fire and Rescue Authority	Jane Eyton-Jones– Cadeirydd/Chair
Parc Cenedlaethol Eryri/ Snowdonia National Park	David Vaughan – Cadeirydd/Chair

A G E N D A

1. **Apologies**
2. **Minutes**
To approve as a correct record minutes of the previous meeting.
(Pages 3 - 6)
3. **Training Session**
4. **Open Session for Items of Current Interest**
5. **Approval of Letters from Isle of Anglesey County Council in relation to Standards Matters:-**
 - i) One Voice Wales (Pages 7 - 10)
 - ii) Ombudsman (Pages 11 - 12)
6. **Any Other Item**
7. **Feedback**
8. **Date and Venue of the Next Meeting**

AGENDA ITEM 2

MINUTES OF A MEETING OF THE
NORTH WALES STANDARDS COMMITTEES FORUM
HELD AT THE GUILDHALL, WREXHAM
ON MONDAY, 21 OCTOBER 2013

PRESENT:

Isle of Anglesey	Michael Wilson - Chair Islwyn Jones – Vice Chair Lynn Ball – Monitoring Officer
Flintshire	Patricia Jones - Chair
Gwynedd	Gwilym Ellis Evans - Chair Sam Soysa – Vice Chair
Wrexham	Rob Dawson - Chair Councillor Paul Pemberton Community Councillor Geoff Edwards Trevor Coxon – Monitoring Officer Sioned Wyn Davies – Deputy Monitoring Officer Jane Johnson – Senior Committee Officer

1 APOLOGIES

Apologies for absence were submitted on behalf of Howie Roberts and Samuel Adams (Conwy), Ian Trigger and Rev. Wayne Roberts (Denbighshire), Gareth Owens (Flintshire), Ceri Nash (Wrexham) and Jane Eyton-Jones (Fire and Rescue Authority)

2 WELCOME

Mr Rob Dawson, Chair of Wrexham County Borough Council Standards Committee, welcomed those present to the first of the new style North Wales Standards Committees Forum.

3 MINUTES

The Minutes of the meeting of the North Wales Standards Committees Forum held on 20 May 2013 were submitted for approval.

Corrections

Page 1 – Appointment of Vice-Chair

That the references to 'Councillor Gwilym Ellis Evans' be amended to read 'Mr Gwilym Ellis Evans'

Page 6 – Indemnities for Members and Local Resolution

It was proposed that the words 'Members were advised' be deleted from the beginning of the second sentence of the first paragraph at the top of page six and that they be replaced with 'There was a view expressed'

RESOLVED – That, subject to the above corrections, the Minutes of the meeting of the North Wales Standards Committees Forum held on 20 May 2013 be received and confirmed as a correct record.

4 TRAINING SESSION

Mr Trevor Coxon, Monitoring Officer Wrexham gave a presentation on the Code of Conduct Training which he provided for Wrexham County Borough Councillors and Clerks and Town and Community Councillors in Wrexham, explaining why the training was provided, how the training was delivered with examples of materials used, the outcomes of the training which had resulted in the following benefits and drawbacks:

- Fewer complaints about Town and Community Councils
- Any complaints made fewer were upheld
- Clerks better informed and more confident
- Fewer issues for the Monitoring Officer
- Town and Community Councils more pro-active in seeking advice
- Less “fear” of the Code
- Town and Community Council Members and Clerks can view the Monitoring Officer as a cheap source of general legal advice
- Individual Town and Community Councils can make demands for personal training
- Potential conflict with advisory role to Standards Committee

During the discussion session reference was made to the following:

- Role of Standards Committee members. Committee members were invited to attend the training sessions, however, training still went ahead if none of the Committee members were able to attend as the principle of the training was to educate rather than police – prevention was better than cure.
- Problems being experienced regarding poor attendance at training events and whether the Minister should be encouraged to include a condition in the Code to make training enforceable. Mr Coxon said in Wrexham feedback received from the training events had been very positive indicating that attendees had found the events enjoyable and useful. Attendees had then informed others about how useful they had found the training. The County Borough Council had also identified Core Training which all County Borough Councillors were required to attend, one element was Code of Conduct Training, any Core Training attended by individual Members was recorded on their web page. Mr Coxon said that e-learning modules had been considered but interaction at training events was more beneficial. Training was also undertaken as soon as possible after elections as part of the induction process with refresher training being undertaken on an annual basis. The invitation letter to training could perhaps contain a reminder that the first questions asked by the Ombudsman was when the Councillor had signed up to the Code and when they had last attended training.
- Social media issues. Mr Coxon explained that Wrexham County Borough Council had adopted a protocol. This matter had not been discussed by the Standards Committee nor any work undertaken with Community Councils.

5 OPEN SESSION FOR ITEMS OF CURRENT INTEREST

(i) Promotion of Local Democracy and Public Engagement

Anglesey County Council's Standards Committee had requested that the Forum discuss the following paragraph, contained in a letter from Carl Sargeant AM, Minister for Housing and Regeneration, dated 28 January 2013.

'In a similar vein, principal councils are best placed to work with their community and town councils to enable the public to have access to information concerning the business of their local council and how to contact them. You will be aware that provisions to bring this in to place are included in the Local Government (Democracy) (Wales) Bill currently under consideration by the Assembly. I would like principal councils to work with their community councils to help take this forward.'

Although the issue of providing support to Town and Community Councils, with regard to their web presence was outside the remit of Standards Committees, Anglesey County Council's Standards Committee saw this development as an opportunity to enhance the awareness of Town and Community Council Members, as well as informing the public, by encouraging Town and Community Councils to include information about the Code of Conduct (which applied to their Members), how and with whom to lodge complaints and the role of local Standards Committees.

Gwynedd County Council agreed that Town and Community Councils websites should provide this additional information particularly in relation to the work of the Standards Committee and it was suggested that the public could be directed to approach Standards Committee Members if they had a complaint against a Community Councillor. Concern was raised that this may 'muddy the waters' if the complaint did go further and eventually ended up being referred to the Standards Committee by the Ombudsman.

It was also suggested that such complaints could in the first instance be referred to the Monitoring Officer to be settled under the Local Resolution Protocol/Procedure without any need for reference to the Ombudsman. The Monitoring Officer for Wrexham expressed concerns suggesting that it would be unwise for Monitoring Officers to become involved in all processes for Town and Community Councils as this could heavily dominate their time.

As many Town and Community Councils were being asked to take on additional services it was suggested that a toolkit similar to the one which had been developed for English authorities would be useful and whether One Voice Wales could develop a link to a similar toolkit on their website.

RESOLVED – That One Voice Wales and the WLGA be encouraged to develop a similar resource along the lines of the toolkit provided for English authorities.

(ii) Ombudsman Investigation Time

Gwynedd County Council had requested that this item be placed on the agenda to enable the Forum to discuss concerns they had in relation to the time it was taking the Ombudsman to complete an investigation and that, if felt appropriate, for the Forum to make representations to the Ombudsman.

Given that there would shortly be a new Ombudsman, Anglesey County Council felt it would be more appropriate to have early discussions with the new Ombudsman, when appointed, and possibly invite the new Ombudsman to a future meeting of the Forum.

Wrexham County Borough Council had not experienced any such delays.

RESOLVED - That these issues be raised with the new Ombudsman once appointed, rather than make representations at the current time.

(iii) Webcasting of Standards Committees

The Forum discussed whether it would be appropriate to webcast Standards Committee meetings and there was a general consensus against this.

(iv) Delegation of Dispensations

Wrexham County Borough Council queried the process for the granting of dispensations in other authorities and whether there was any scope for this to be delegated to an Officer or representatives of the Standards Committee.

It was noted that the Guidance specifically stated dispensations could only be given by the Standards Committee.

It was reported that in Anglesey the Standards Committee had a Sub-Committee which dealt with dispensations and in Gwynedd the Standards Committee had adopted a protocol/guidelines for the granting of dispensations, which they would be happy to share with other authorities.

6 FEEDBACK

There was general consensus that the new format for the Forum worked well but those present expressed their disappointment at the poor attendance.

7 DATE AND VENUE OF NEXT MEETING

RESOLVED – That the next meeting be held in January 2014, venue to be confirmed.

(The meeting ended at 3.56pm)

AGENDA ITEM 5a

Un Llais Cymru / One Voice Wales
 24 College Street
 Amanford
 SA18 3AF

Annwyl Foneddigion	Dear Sirs
YNG: Fforwm Pwyllgor Safonau Gogledd Cymru ("SCFNW")	RE: The North Wales Standards Committee Forum ("NWSCF")
Fel y byddwch yn gwybod, mae Adran 55 Deddf Llywodraeth Leol (Democratiaeth) Cymru 2013 (sydd ar hyn o bryd yn disgwyl gorchymyn cychwyn) yn nodi bod yn rhaid i Gyngorau Cymuned beri bod gwybodaeth benodol ar gael yn electronig ar eu gwefannau (i gynnwys gwybodaeth am eu haelodau, cofnodion cyfarfodydd, archwiliadau a datganiadau o gyfrifon y Cyngor).	As you know, section 55 of the Local Government (Democracy) Wales Act 2013 (currently awaiting a commencement order) requires that community councils make certain information available electronically on their website (to include information on their members, minutes of meetings, audits and statements of the Council's accounts).
Pan gyflwynir y gorchymyn cychwyn, bydd yn rhaid i nifer o Gyngorau Cymuned weithredu gwefan am y tro cyntaf ac ni fydd ganddynt fawr o brofiad o wneud hyn, os o gwbl. Mae'n ddiau, pan ddaw yn fater o gyflawni'r gofynion cyhoeddi statudol, y byddwch yn rhoi cyngor a chymorth i Gyngorau Cymuned.	Upon a commencement order being introduced, many community councils will have to implement a website for the first time, and will have very little or no experience of this. No doubt when it comes to the statutory publication requirements you will provide advice and assistance to community councils.
Yn ychwanegol at hyn, rydym yn credu y byddai'n fuddiol pe gallech eu cynorthwyo drwy ddarparu gwybodaeth benodol i'w arddangos ar eu gwefannau am y trefniadau moesegol canlynol sy'n berthnasol i Gyngorau Cymuned :-	Additionally we believe it would be beneficial if you could also provide assistance to them in producing specific copy, to be displayed on their websites, on the following ethical arrangements:-
<ul style="list-style-type: none"> (i) Manylion ar ofynion y côd ymddygiad fel y maent yn berthnasol i Gyngorwyr Cymuned; (ii) Manylion ynglŷn â sut y gall aelodau o'r cyhoedd codi pryderon ynglŷn a Gyngorau Cymuned; a (iii) Gwybodaeth am swyddogaethau perthnasol (a) Ombwdsmon Gwasanaethau Cyhoeddus Cymru (b) Pwyllgorau Safonau Awdurdodau Lleol, a (c) Panel Dyfarnu Cymru fel y maent yn berthnasol i gyngorwyr cymuned. 	<ul style="list-style-type: none"> (i) details on the code of conduct requirements as applicable to community councillors; (ii) details on how members of the public may raise concerns about community councillors; and (iii) information on the respective roles of (a) the PSOW (b) Local Authorities' Standards Committees and (c) the Adjudication Panel for Wales, as they apply to community councillors.

Tybir mai'r amser gorau i gynhyrchu'r wybodaeth hon fyddai pan gyflwynir y gorchymyn cychwyn.	Presumably the best time to assist community councils in producing this information would be when the commencement order is introduced.
Rydym hefyd wedi anfon copi o'r llythyr hwn at Gymdeithas Llywodraeth Leol Cymru er gwybodaeth ac edrychwn ymlaen at glywed gennych mor fuan ag sy'n bosibl ynglŷn â'ch bwriadau.	We have also sent a copy of this letter to the Welsh Local Government Association for their information and look forward to hearing from you as soon as possible with your intentions.
Diolch yn fawr.	Many thanks.
Yr eiddoch yn gywir,	Yours faithfully
<u>Rob Dawson</u> <u>Cadeirydd Fforwm Pwyllgor Safonau Gogledd Cymru</u> <u>The Chair of the North Wales Standards' Committee Forum</u>	

cc WLGA, Local Government House, Drake Walk, Cardiff CF10 4LG

Un Llais i Gymru - One Voice Wales
Uned 5
Parc Busnes Betws
Heol Y Parc
Rhydaman
Gaerfyrddin
SA18 2ET

, 2014

Annwyl Syr

YNG: Fforwm Pwyllgor Safonau Gogledd Cymru

Mae Aelodau'r Fforwm Pwyllgor Safonau Gogledd Cymru yn credu y gwelwyd cynnydd yn niferoedd yr ymholiadau / honiadau sy'n honni bod aelodau cynghorau cymuned wedi torri'r Côd Ymddygiad.

Mae'r honiadau i raddau helaeth yn faterion sy'n ymwneud â pharch / ystyriaeth ac / neu fwlio / aflonyddu; gyda llawer ohonynt wedi eu sylfaenu ar ffaeleddau gweinyddol honedig o fewn eu Cyngor ac sydd yn sbarduno gwrthdaro mewnol ac allanol.

Mewn ymdrech i fynd i'r afael â'r mater hwn rydym o'r farn y byddai o fantais i gynghorau cymuned pe bai Un Llais Cymru yn gallu cyhoeddi model ar ei wefan, fyddai rhywbeth yn debyg (ond o bersbectif Cymru) i'r un a ddarparwyd yn flaenorol gan y Bwrdd Safonau dros Loegr; y gellir ei weld drwy ddilyn y cyswllt yma:-

<http://standardsforengland.gov.uk/guidance/>

Dear Sirs

RE: North Wales Standards Committee Forum ("NWSCF")

The Members of the NWSCF believe there has been an increase in the number of enquiries / allegations alleging a breach of the Code of Conduct by community council members.

The allegations are largely issues relating to respect / consideration and / or bullying / harassment; many of them underpinned by alleged administrative failings within their Council which are triggering internal and external conflict.

In an effort to address this issue we are of the view that it would be of great benefit to community councils if One Voice Wales was able to publish a toolkit on its website, similar (but from the Wales perspective) to the one previously provided by the Standards Board for England; which may be found by following this link:-

<http://standardsforengland.gov.uk/guidance/>

Rydym hefyd wedi anfon copi o'r llythyr hwn at Gymdeithas Llywodraeth Leol Cymru er gwybodaeth, ac rydym yn edrych ymlaen at glywed gennych cyn gynted ag y bo modd.

Cofion

Yr eiddoch yn gywir

We have also sent a copy of this letter to the Welsh Local Government Association and look forward to your views as soon as possible.

Many thanks

Yours faithfully

Rob Dawson
Cadeirydd Fforwm Pwyllgor Safonau Gogledd Cymru /
Chair of the North Wales Standards Committee Forum

cc WLGA, Local Government House, Drake Walk, Cardiff CF10 4LG

AGENDA ITEM 5b

Ombudsman for Wales
1 Ffordd yr Hen Gae
Pencoed
CF35 5LJ

Annwyl Syrïaid

FFORWM PWYLLGORAU SAFONAU GOGLEDD CYMRU ("FFPSGC")

Mewn cyfarfod o'r Fforwm uchod cytunwyd y byddai o fudd i bob pwyllgor safonau yng Nghymru pe bai'r Ombwdsmon yn fodlon darparu canllawiau ar sanctsiynau sydd wedi eu teilwrio'n benodol i anghenion a phwerau pwyllgorau safonau; yn hytrach na cheisio gweithredu ar rhannu perthnasol o Ganllawiau Panel Dyfarnu Cymru.

Yn ychwanegol, mae rhifyn cyntaf "Llyfr Achosion Côt Ymddyriad Yr Ombwdsmon" wedi bod o fudd mawr. Fodd bynnag, mae Fforwm Pwyllgor Safonau Gogledd Cymru yn ystyried y byddai'n hyd yn oed yn fwy defnyddiol pe bai crynodebau o'r achosion yn cael eu cyhoeddi wrth i'r achosion hynny ddod i ben, efallai ar wefan yr Ombwdsmon. Byddwn yn falch o glywed a oes modd gwneud hynny. Fel arall, a fyddai modd cyoeddi'r crynodebau achos bob chwarter?

Edrychwn ymlaen at glywed gennych.

Dear Sirs

STANDARDS COMMITTEE FORUM NORTH WALES ("SCFNW")

During a meeting of the SCFNW it was agreed that it would be beneficial to all standards committees in Wales if the Ombudsman would be willing to provide sanctions guidance specifically tailored to the needs and powers of standards committees; rather than seeking to apply relevant passages from the APW's Guidance.

Additionally, the first issue of "The Ombudsman Code of Conduct Casebook" has been very helpful. However, the SCFNW considers it would be even more useful if the case summaries could be published as and when the cases are concluded, perhaps on the Ombudsman's website. We would be glad to know if this could be accommodated. Alternatively, might the case summaries be published quarterly?

We look forward to hearing from you.

Llawer o ddiolch.

Many thanks.

Yr eiddoch yn gywir

Yours faithfully

Cadeirydd Pwyllgor Safonau Gogledd Cymru /
The Chair of the North Wales Standards' Committee Forum

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ATODIAD / ENCLOSURE
C

CYNGOR SIR YNYS MON/ISLE OF ANGLESEY COUNTY COUNCIL

MEETING:	Standards Committee
DATE:	11 June 2014
TITLE OF REPORT:	Reporting on the online publishing of Statutory Registers.
REPORT BY:	Online Services Manager
PURPOSE OF REPORT:	To report back to the Committee

1. Register of Interests Declared in Meetings – Current Position

The Standards Committee requirement that individual members should be responsible for filling in their own Interests Declared in Meetings is currently not technically possible via the Modern.Gov system.

2. The Standards Committee have requested that the Online Services Manager investigate the cost of enabling the technical development of a solution that:

- allows members to enter their own declarations
- allows the declaration to be enterable in both English and Welsh
- allows all entered declarations to be notified to a Legal Services Administrator
- allows the Legal Services Administrator to be able to add/amend in consultation with the member and to approve and publish the declaration

3. The solution modern.gov is proposing is as follows:

Members will be able to access the new functionality via the standard modern.gov agenda and minutes page on the intranet.

Clicking on a link will take the member to a page which will be displayed in the member's language of choice. On this page there will be:

- The agenda item title
- The agenda item description
- A drop down allowing the user to select the declaration category
- A drop down allowing selection of multiple other agenda items from the same agenda (a declaration can be made against multiple items on a given agenda).
- An English reason field (the actual text of the declaration in English)
- A Welsh reason field (the actual text of the declaration in Welsh)
- A Submit button

The category and reason fields will all be optional although at least one reason field must be completed.

The submitted declaration will be stored as 'awaiting approval' and a notification sent to the Legal Services Administrator who will be able to:

- Save: This saves any changes to the form but leaves the status as 'awaiting approval'.
- Delete: This will permanently delete the declaration.
- Approve: This will approve the declaration and save any changes

Declarations will not appear against the relevant meeting until approved.

4. Cost

The cost of this development will be £7500 + VAT

Modern.Gov anticipate being able to upgrade the system to provide this new functionality within three months of approval to go ahead. A period of testing and training will also be required.

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ATODIAD / ENCLOSURE
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ISLE OF ANGLESEY COUNTY COUNCIL	
COMMITTEE:	STANDARDS COMMITTEE
DATE:	11 JUNE 2014
TITLE OF REPORT:	CORPORATE COMPLAINTS PROCEDURE- (EXCLUDING SOCIAL SERVICES AND SCHOOLS) - COMPLIANCE
PURPOSE OF REPORT:	FOR INFORMATION
REPORT BY:	AUDIT MANAGER
ACTION:	REPORT FOR INFORMATION

Introduction

An audit of the Corporate Complaints Procedure was undertaken as part of the approved internal audit periodic plan for 2014/15 following a request from the Standards Committee. The review involved limited testing of key controls within the procedure with the view to providing an opinion on overall compliance and effectiveness.

Between April 2013 and March 2014 there were 62 complaints which had been processed through to completion.

Findings

The review found that there were adequate procedures in place to ensure compliance with the Policy both within Services and Corporately. The two control weaknesses identified related to the training of staff in relation to the Concerns and Complaints Policy and the production of an annual report to provide an analysis of complaint patterns and lessons to be learnt from the previous year. Both of these weaknesses relate to non compliance with stated controls within the Policy.

We found that of the 62 formal complaints received and processed during April 2013 to March 2014 only two complaints had been referred to the Ombudsman. This equates to 3.3% of all complaints processed which is considered to be low in terms of overall referrals. Of the complaints referred to the Public Service Ombudsman for Wales neither was subsequently upheld as representing maladministration by the Council.

The figures provide assurance that the Concerns and Complaints Policy is being consistently applied within Services and corporately and is effective.

Recommendations

Two medium category recommendations have been made in relation to the compliance issues identified in relation to training of staff and annual reporting including trends and lessons learnt.

JOHN FIDOE
AUDIT MANAGER

03 June 2014

ATODIAD / ENCLOSURE
DD

**GWYBODAETHYD I'R OMBUDSMON AC YMCHWILIADAU A WNAED GANDDO – "O" – YNGHYLCH CYNGHORWYR CYNGOR
SIR YNYS MÔN - DIWEDDARIAD**

**UP TO DATE COMPLAINTS TO AND INVESTIGATIONS BY THE OMBUDSMAN – "O" -REGARDING ISLE OF ANGLESEY COUNTY
COUNCILLORS – UPDATED**

PWYLLGOR SAFONAU – 11.06.2014 – STANDARDS COMMITTEE

Enw'r Cyngorydd Name of Councillor	Enw'r Achwynnydd Name of Complainant	Cyfeirnod y Ffeil File Reference (i) Un ni/Ours (ii) "O"	Dyddiad y Gŵyn - "O" Complaint date - "O"	Canlyniad Ymholiad "O" a'r dyddiad neu'r sefyllfa gyfredol Result of "O" Investigation and date or the current situation
1. Cyngorydd Sir / County Councillor	Prif Weithredwr / Chief Executive	(i) 017339 (ii) 20130411 8	29.10.13	10.04.2014 – Mae'r Ombudsmon yn parhau i ymchwilio / Ombudsman is still investigating.
2. Cyngorydd Sir / County Councillor	Cyngorydd Cymuned / Community Councillor	(i) 017368 (ii) 20130437 2	13.11.13	10.04.2014 – Mae'r Ombudsmon yn parhau i ymchwilio /Ombudsman is still investigating.
3. Cyngorydd Sir / County Councillor	Member of public/aelod o'r cyhoedd.	17725	08.04.2014	10.04.2014 – Nid yw'r Ombudsmon yn ymchwilio / Ombudsman is not investigating.
4. Cyngorydd Sir / County Councillor	Member of public/aelod o'r cyhoedd.	17724	08.04.2014	10.04.2014 – Mae'r Ombudsmon yn ymchwilio/Ombudsman is investigating.
5. Cyngorydd Sir / County Councillor	Member of public/aelod o'r cyhoedd.	17726	08.04.2014	10.04.2014 – – Mae'r Ombudsmon yn ymchwilio/Ombudsman is investigating.

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**CWYNION I AC YMHOLIADAU GAN YR OMBWDSMON – "O" -YNGLŶN Â CHYNGHORWYR CYMUNEDOL A THREF
COMPLAINTS TO AND INVESTIGATIONS BY THE OMBUDSMAN – "O" -REGARDING TOWN AND COMMUNITY COUNCILLORS**

Diweddariad – [x] - Update

Pwyllgor Safonau- 11 Mehefin 2014/ Standards Committee 11 June 2014

Enw'r Cynghorydd Name of Councillor	Enw'r Achwynnydd Name of Complainant	Cyfeirnod y Ffeil File Reference (i) Un ni/Ours (ii) "O"	Dyddiad y Gŵyn - "O" Complaint date - "O"	Canlyniad Ymholiad "O" a'r dyddiad neu'r sefyllfa gyfredol Result of "O" Investigation and date or the current situation
Cynghorydd Cymunedol / Community Councillor	Cynghorydd Cymunedol / Community Councillor	(i) 17398 (ii) 201305202	20.11.2013	5.12.2013 – "O" yn dal i ymchwilio / "O" is still investigating. 15.05.2014 – "O" wedi cymal cyfweiliad yn Swyddfeydd y Cyngor./O has held an interview in the council offices.

ATODIAD / ENCLOSURE
F

Cyngor Sir Ynys Môn / Isle of Anglesey

Committee	Standards Committee
Date of Meeting	11 June 2014
Title of Report	Findings of the Adjudication Panel for Wales 12th March 2014 to 10th June 2014
Report By	Corporate Governance Solicitor
Purpose of Report	To provide information on the issues dealt with by the Adjudication Panel for Wales

1.0 Introduction & Background

The Adjudication Panel for Wales came into being as a result of the Local Government Act 2000 and has two statutory functions:-

- To form case or interim case tribunals to consider reports from the Ombudsman following the investigation of allegations that a member has failed to comply with their authority's code of conduct; and
- To consider appeals from members against the decisions of local authority standards committees that they have breached the code of conduct

This report covers decisions made by the Adjudication Panel between the 12th March 2014 and the 10th June 2014 and is intended as a factual summary of the issues that come before the Adjudication Panel. It will not replace the report that is presented to the Committee when a complaint relating to Anglesey County Council has been before the Adjudication Panel.

2.0 Decisions made between 12.03.2014 and the date of this report

21/02/2014 – Llandrindod Wells Town Council - APW/001/2013-014/CT

See Table below which provides a summary of the issues dealt with and the results of the above cases.

Name	Summary	Relevant provisions of Code	Decision Summary	Findings
Cllr Nathan Casey	<ul style="list-style-type: none"> Pursuing a code of conduct towards the complainant which would amount to harassment including conducting a survey which would mislead the public and damage the complainant's reputation. It was indicated in a Facebook message to the complainant that the purpose of the survey was "to stop you becoming a member of the board of governors of a Powys primary school"; Sending emails and posting Facebook messages that were disrespectful and distressing to the complainant; Not reporting what he believed to be a breach of the code of conduct to the Ombudsman and not engaging in the investigation process; No oral submissions were made to the Case Tribunal as Cllr Casey did not show up, and the case was decided on the basis of written representations. 	Breach of para 4(b), 4(c), 6(1) (c) and 6(2) of the code of conduct.	Disqualified for 3 years.	<ul style="list-style-type: none"> Cllr Casey had ignored information and advice from the MO and Police and had persisted in undertaking a survey which presented partial and misleading information about a fellow councillor which was likely to cause immense reputational damage and considerable distress. Had sent a series of e-mails and posted a comment on Cllr Turners Facebook page which were intimidating and likely to humiliate the recipient. Cllr Casey had explicitly refused to answer questions or cooperate with the Ombudsman's investigation.

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ATODIAD / ENCLOSURE
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Summary of Case Tribunals – 2012 - 2013

Name	Summary of Facts	Relevant provisions of Code	Decision Summary	Findings
<p>APW/002/2011-012/CT – Isle of Anglesey County Council</p>	<p>- The referral concerned allegations that the councillor had breached the Council's code of conduct by making repeated personal attacks of an offensive nature against the then Director of Legal and Democratic Services and Monitoring Officer and the former Interim Managing Director and by making numerous requests for information thereby placing excessive demands and significant burden upon the Council's Corporate Information Officer.</p> <p>- Matters commented upon by the councillor were that when making the comments at the heart of the complaint made against him, the councillor was acting as a member of the council in bringing to light activities which he perceived as improper. He was discharging the duties placed upon him as an elected</p>	<p>Breach of paragraph 4(b) and 6(1) (a) of the code of conduct.</p>	<p>- The tribunal found that the councillor, by his actions towards the then Director of Legal and Democratic Services, in particular the language used, failed to show respect and consideration and that his actions also amounted to bullying and harassment.</p> <p>- The tribunal found that as a more senior officer, the actions of the councillor did not amount to bullying or harassment of the Interim Managing Director.</p> <p>- The tribunal did however find that making unfounded allegations in the public media that the Interim Director was dishonest and corrupt did fail to show respect and consideration in breach of paragraph 4(b) of the Code.</p> <p>- The tribunal also found that the councillor's actions amounted to a breach of</p>	<p>The tribunal concluded by unanimous decision that the councillor should be suspended from acting as a member of the council for a period of 12 months.</p>

Name	Summary of Facts	Relevant provisions of Code	Decision Summary	Findings
	<p>representative of the Isle of Anglesey County Council.</p> <ul style="list-style-type: none"> - By exposing the seemingly questionable practices of others he was actively contributing to the good governance of the area, effectively representing the interests of the electoral division concerned and was trying to ensure that the highest standard of conduct and ethics were maintained. 		<p>6(1)(a) of the code, in that the repeated unfounded allegations of a serious nature against senior officers of the council in public was bound to undermine the Authority and bring it into disrepute. In addition the language used by the councillor and the fact that the tribunal found his motives were not genuine further brought the office into disrepute.</p>	
PW/003/2011-012/CT, PW/005/2012-013/CT & PW/007/2012-013/CT -	<ul style="list-style-type: none"> - There were 3 separate referrals from the Ombudsman which were 		<p>In the absence of any proper of meaningful response by the former councillor the</p>	<p>Accordingly the tribunal decided that the councillor be</p>

Name	Summary of Facts	Relevant provisions of Code	Decision Summary	Findings
Coedpoeth Community Council	<p>considered by a single tribunal.</p> <p>- The allegations were that the former councillor had breached the above Community Council's code of conduct by his behaviour and consequent arrest for a breach of the peace during a demonstration, failure to show respect and consideration to the Clerk of the Community Council, his behaviour, arrest, subsequent imprisonment and non-cooperation with the relevant authorities arising from a protest at a County Court and his lack of cooperation with the Ombudsman's investigation of these allegations.</p>		<p>tribunal concluded by unanimous decision that the former councillor had, by his actions in breaching the code of conduct and in his unacceptable attitude to the investigation and general disregard to the code, demonstrated that he was unfit to hold public office and was unlikely to become fit over the next 5 years.</p>	<p>disqualified for 5 years from being or become a member of the community council or any other relevant authority.</p>
APW/001/2012-013/CT - Llantrisant Community Council	<p>- The allegations were that the councillor had breached Llantrisant Community Council's code of conduct by posting unsubstantiated and highly offensive comments about a former neighbour on Facebook.</p>	6(1) (a)	<p>The tribunal found that the councillor made 3 postings through her Facebook account and noted that the councillor's profile page makes reference to her position as a community councillor. The tribunal was satisfied that making such public postings without appropriate</p>	<p>In all the circumstances the tribunal concluded by unanimous decision that the councillor should be suspended from acting as a member of Llantrisant</p>

Name	Summary of Facts	Relevant provisions of Code	Decision Summary	Findings
	<p>- The councillor submitted that it was a private family matter and was never intended to be in the public domain. The councillor explained that she had acted on the spur of the moment and had posted the comments to defend her son. The councillor submitted that she never intended to cause anyone harm or distress and was acting as a mother not as a councillor.</p>		<p>corroborative evidence was conduct which fell short of that expected of an elected member. The tribunal considered that making offensive comments on a social networking site and the councillor's failure to take immediate steps to remove those comments was conduct which the tribunal considered brought the office of community councillor into disrepute.</p>	<p>Community Council for a period of 6 months or, if shorter, the remainder of her term of office.</p>
<p>Page 41 APW/002/2012-013/CT – Merthyr Tydfil County Borough Council</p>	<p>- The allegations were that the former councillor had breached Merthyr Tydfil County Borough Council's code of conduct by sending an email to all members of the Council in which he misrepresented the outcome of a previous tribunal hearing; by co-operating with the Merthyr Express to produce a story about his suspension; misrepresenting the decision of the tribunal when he wrote to the</p>		<p>The tribunal found that the councillor had persistently and deliberately misrepresented his position as a councillor following his suspension by a previous tribunal, in emails, blogs letters and articles to the press and a radio phone-in in a 3 month period following the tribunal finding; deliberately and persistently misrepresented the findings of the previous tribunal; misrepresented the Council and its policies; and, despite the finding of the previous tribunal, had knowingly published</p>	<p>The tribunal concluded by unanimous decision that the former councillor should be disqualified for 3 years from being or becoming a member of Merthyr Tydfil County Borough Council or any other relevant authority within the meaning of the Local Government Act 2000, with immediate effect.</p>

Name	Summary of Facts	Relevant provisions of Code	Decision Summary	Findings
<p>PW/04/2011-012/CT - Denbighshire County Council</p>	<p>Merthyr Express; publishing a confidential letter and other similar material on his blog for which he had already been suspended by the Adjudication Panel; participating in a live radio programme phone-in during which he misrepresented Council policies and failed to state that he was, at the time, suspended from the Council.</p>		<p>confidential information and failed to seek advice from the appropriate authorities</p>	
	<p>The allegations were that the councillor had breached paragraphs 4(a), 4(b) and 6(1)(a) by on 2 separate occasions making inappropriate comments relating to Muslims, gypsies and travellers at meetings of the Corporate Equalities Group</p>	<p>4(a), 4(b) and 6(1)(a)</p>	<p>The tribunal found by unanimous decision with regard to both allegations that the former councillor had failed to comply with paragraph 4(b) of the council's code of conduct. The tribunal further found that the councillor did not breach paragraphs 4(a) and 6(1)(b).</p>	<p>The tribunal concluded that the former councillor's conduct was not acceptable for any councillor to use language and express opinions in a way that would be inappropriate or offensive to others.</p>

Summary of Appeals Tribunal 2012 – 2013

Name	Summary of Facts	Relevant provisions of Code	Decision Summary	Findings
APW/003/2012-013/A – Anglesey County Council	<p>An appeal was received against the decision of Anglesey County Council's standards committee that the councillor had breached the Council's code of conduct and should be suspended for a period of 6 months.</p> <p>The allegations were that the councillor had breached paragraph 6(1)(a) of the Council's code of conduct as a consequence of receiving a criminal conviction for failing to declare his full income when applying for incapacity Benefit, thereby bringing his office or authority into disrepute.</p>	6(1)(a)	The tribunal found that it was clear that the councillor showed an unwillingness to be frank and showed a reluctance to provide full and accurate disclosure of information to those investigating the allegation unless and until pressed to do so.	The tribunal accordingly decided by unanimous decision to endorse the decision of the Isle of Anglesey County Council's standards committee, that the councillor should be suspended for 6 months.

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ATODIAD / ENCLOSURE
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ISLE OF ANGLESEY COUNTY COUNCIL

MEETING:	Standards Committee
DATE:	11 th June 2014
TITLE:	Training Sessions for Town and Community Councils on the Code of Conduct
REPORT BY:	Awena Parry, Solicitor (Corporate Governance)
PURPOSE OF REPORT:	To receive further instructions from the Standards Committee
CONTACT OFFICER:	Awena Parry Solicitor (Corporate Governance) Ext 2563

1. Introduction and Background

The role of the Standards Committee is to promote and maintain high standards of conduct amongst members and assist them to comply with the Code of Conduct. A great deal of emphasis is placed on training members and, as you know, further training sessions were arranged in September 2013 specifically for town and community councils.

This report provides:- (i) a review of the responses received to the three letters sent to those Councils which did not send their full allocation of members to the training; (ii) discussion on the next training session to be provided by the Monitoring Officer, and (iii) any suggested issues/topics which could be covered in this session.

2. Responses to letters sent out

As discussed in the last two Standards Committee meetings, three letters were sent to the town and community councils after the training sessions were held in 2013. Letter 1 was sent to those who filed all three allocations, letter 2 was sent to those which sent one or two members, and letter 3 was sent to those who sent no members to the training sessions. Enclosure 1 includes a table of the responses that we have received to those letters to date along with the preferred dates we have been given for further training, and any comments received by Community Councils on the training itself.

Enclosure 1 also includes a list of all town and community councils which have not responded to our letter to date.

Please note that we understand that the town and community councils at Llanfair, Penmynydd and Star are arranging their own training which is to be conducted by Councillor John Roberts and Councillor Meirion Jones.

From Enclosure 1 it would appear that there is an initial lack of support for this training as we are still awaiting responses from several community councils at this stage.

We do however propose to continue with this training on the morning and/or afternoon of the 29th or 30th September 2014. It is unlikely that we will need the further 2 sessions given the lack of responses received to date.

3. Suggestions for training

We are of the opinion that the training sessions for clerks will need to be focused on the advice they give their members on the Code. It would be helpful if you could provide some feedback as to what topics it would be worth covering during the sessions. Our thoughts are as follows:-

- (i) Main requirements of the Code, especially declarations of interest.
- (ii) Current flashpoints within community councils which sometimes lead to conflict and complaints.
- (iii) The Code; complaints procedure and roles and responsibilities.
- (iv) Group discussion on code of conduct scenarios and a discussion around what the clerks think would be the best resolution to those scenarios;
- (v) Discussion on relevant cases which have taken place in front of the Adjudication Panel for Wales and the Public Services Ombudsman for Wales, particularly those concerning community councils;
- (vi) an opportunity for networking and questions.

We do not propose that it will be necessary for Standards Committee Members to attend (having already received this training)_but the Chair and Vice Chair may wish to facilitate an introduction?

Recommendations

To advise officers of suggested topics that you believe it would be useful for the Clerks to be trained on.

Atebion gan Cynghorau Cymuned/Responses from Community Councils

Cyngor Cymuned/Community Council	Llythyr/Letter	Sylwadau/Comments	Preferred Training Dates/Dyddiad a ffefrir ar gyfer Hyfforddiant
Llanfaelog Llanfair Mathafarn Eithaf	2 2	<p>Dim/None</p> <p>Barn yr aelodau oedd y buasai'n amgenach cael hyfforddiant uniongyrchol gan swyddog gyda chymwysterau yn y meysydd priodol yn dod i gyfarfodydd y cynghorau cymuned. Rhaid cofio mae lleygwyr yw y mwyafrif y clercod gyda ychydig o brofiad yn y gyfraith.</p> <p>The members felt that it would be more beneficial to receive training directly from an officer qualified in the relevant areas who would attend meetings of the community councils. It must be borne in mind that the majority of the clerks are laypersons with little legal experience.</p>	30ain/30 th
Llanidloes	2	<p>Mae'r clercc yn teimlo fod ganddo lawer mwy i'w ddysgu cyn y byddai'n medru rhannu'r hyfforddiant yn hyderus gyda'r aelodau.</p> <p>The clerk feels that he has a lot more to learn before he could share the training confidently with the members.</p>	Unrhyw ddyddiad/No Preference
Fali	2	Dim/None	<p>Ni fedr ond dod gyda'r nos gan ei fod yn gweithio amser llawn.</p> <p>Can only come during the evenings</p>

				as works full time.
lanailian	2	Dim/None		
langristiolus a Cerrigceinwen	3	Dim/None		
lanbadrig	2	Dim/None		Unrhyw ddyddiad/No Preference
landdaniel-fab	2	Dim/None		
Beaumaris	3	Petai modd cynnal sesiwn hyfforddiant arbennig yn Neuadd y Dref, Biwmares, yna maent yn sicr y byddai'r mwyafrif o'r aelodau'n mynychu.		
		If there was a possibility of a special training session at Beaumaris Town Hall they are sure the majority would attend.		
lanfihangelesceifiog	2	Dim/None		
Yngor Cymuned Trearddur Community Council	2	Yn synnu eu bod wedi derbyn llythyr oherwydd roeddynt eisiau anfon tri chynghorydd ond cawsant ar ddeall nad oedd digon o lefydd ar gael. Mae swyddogion y cyngor wedi adolygu'r sefyllfa ers hynny ac wedi ymateb iddynt yn egluro mai nad dyna oedd y sefyllfa.		
		Surprised to have received a letter because they wanted to send three councillors but were advised that there were no further vacancies. The officers of the council have since reviewed the position on this and responded to let them know that this was not the case.		
hosyr	3	Dim/None		Unrhyw ddyddiad/No Preference
ref Alaw	2	Dim eisiau i'r clerck fod yn gyfrifol am		

Atebion gan Cynghorau Cymuned/Responses from Community Councils

		hyfforddi'r cynghorwyr eraill. Nid yw'r clerch yn meddu ar y cymwysterau i weithredu fel hyfforddwr neu athro ac ni fyddai'n gallu cyflawni'r dasg hon.		
rewalchmai	1	Does not want the clerk to be responsible for training the other councillors. The clerk is not qualified as either a trainer or a teacher and will be unable to perform this task.		Unrhyw ddyddiad/No Preference
laneilian	2			Unrhyw ddyddiad/No Preference
Moelfre	3	Dim yn meddwl y dylai'r clerch fod yn gyfrifol am hyfforddi.		30ain/ 30 th
Landdona	3	Doesn't think the clerk should be conducting training.		29ain/29 th
Maerdybi / Holyhead	N/A			29ain/29 th
Maerdyfi		Dyddiadau eisoes wedi cael eu gosod ond wedi cael eu canslo ar y funud olaf gyda'r tri Chynghorydd Cymuned methu mynychu ar y dyddiad a drefnwyd wedyn.		
		Dates had been set but cancelled at the last minute and the three councillors could not attend on the later date.		
Penmynydd a Llandudno				Unrhyw ddyddiad/No preference.
Penmynydd				Unrhyw ddyddiad/No preference.

Dim Ymateb/No Response

1. Llannerch-y-medd
2. Pentraeth
3. Llangoed a Penmon
4. Aberffraw
5. Amlwch
6. Bodffordd
7. Bodorgan
8. Llanfaethlu
9. Llanfairpwll
10. Porthaethwy
11. Rhoscolyn
12. Bodedern
13. Cwm Cadnant
14. Cylch y Garn
15. Llaneugrad
16. Llanfachraeth
17. Llanfair yn Neubwll
18. Rhosybol

ATODIAD / ENCLOSURE
NG

ISLE OF ANGLESEY COUNTY COUNCIL

MEETING:	Standards Committee
DATE:	11 th June 2014
TITLE:	Training North Wales Standards Committee Forum
REPORT BY:	Awena Parry Solicitor (Corporate Governance)
PURPOSE OF REPORT:	To update the Standards Committee
CONTACT OFFICER:	Awena Parry Solicitor (Corporate Governance) Ext 2563

1. Introduction and Background

During a recent training session delivered to the All Wales Monitoring Officers, external training was provided on the role of the Monitoring Officer. The Chair and Vice-Chair of this committee thought it would be beneficial for the NWSCF to attend a similar session on the role of Standards' Committees; as part of the ongoing commitment to training and updating.

In a recent meeting of the NWSCF, this proposal was put to them and those present unanimously agreed that this would be beneficial, and it was agreed that we would write to all Standards Committee Members of the North Wales Councils to ask whether they would be in agreement to this and to share the cost involved.

2. Responses

Seven authorities have agreed to share the costs (including the North Wales Fire Authority).

3. Date, Content and Venue

It is intended the training will be held on the 1st July 2014 from 10am to 4pm, in the chamber of Anglesey County Council.

4. Content

Please see enclosure 1 for details of the proposed content which Peter has previously sent me in an email. This focuses on current issues, such as blogging, and the overlap between interests under the Code and bias/predetermination. During the afternoon, a mock hearing will be conducted with the trainer acting as narrator, explaining why things have happened, pointing out good practice, and throwing in extra questions and discussion.

5. Recommendations

To endorse the proposed content and make any suggestions for additional topics / issues to be covered.

From: Peter Keith-Lucas [<mailto:Peter.Keith-Lucas@bevanbrittan.com>]

Sent: 24 April 2014 10:04

To: Awena Parry

Subject: RE: Standards Committee Training

Awena,

Sorry not to have come back to you earlier.

Yes, I would be delighted to assist.

If we were thinking of a full day, 10 to 4, then we could have a couple of talk session in the morning, focusing on what you identify as current issues – perhaps blogging and the overlap between Interests under the Code and Bias and Predetermination? How about Interests in any Re-Organisation? In the afternoon, we could run a mock hearing. We did this at the Wales Standards Conference in 2011 at Llandrindod Wells, and it went down well. We have run it many times in England on a slightly different script – before England scrapped all of this. I attach the scenario and script which I used then, and I could update it. Have a read and tell me if there are any twists that you would like incorporated. Essentially, I volunteer members and officers into the various roles and they play-read the script, and I act as Narrator, explaining why things have happened, pointing out good practice, throwing in extra questions. It is always good fun, and it points out the importance of the Chair.

I would have to suggest a fee of £3,000 + VAT, all-in, on the basis that you arrange and pay for the venue, catering and photocopying. No limit on how many members and officers we take. That is on the basis that I certainly deliver the session personally, and leave it up to Olwen whether she wants to join me.

If this is acceptable, perhaps you could suggest some dates. My diary tends to be pretty clear until about a month ahead, when it fills up rather alarmingly. But I could reserve 2 or 3 dates for you to confirm with the participating authorities.

Peter Keith-Lucas | Consultant

for **Bevan Brittan LLP - The public services law firm**

Awena

Mae'n ddrwg gennyf gymryd cyhyd i ddod yn ôl atoch.

Byddwn yn falch o'ch cynorthwyo.

Os oeddech yn meddwl am ddiwrnod llawn, 10 tan 4, byddai modd cael sesiynau sgwrsio yn y bore gan ganolbwyntio ar feysydd cyfredol i chi - blogio efallai a'r gorgyffwrdd rhwng Diddordebau dan y Côt a Rhagfarnu a Rhag-benderfynu? Beth am Diddordebau mewn unrhyw Ad-drefnu? Yn y prynhawn, gellid cynnal gwrandawriad ffug. Gwnaed hynny yng Nghynhadledd Safonau Cymru 2011 yn Llandrindod a chafodd dderbyniad da. Rydym wedi gwneud hyn sawl gwaith yn Lloegr gyda sgript ychydig yn wahanol - cyn i Loegr wneud i ffwrdd â hyn oll. Rwy'n amgáu'r senario a'r sgript a ddefnyddiais bryd hynny a gellwn eu diweddarau. Darllenwch y sgript os gwelwch yn dda a dweud wrthyf am unrhyw beth yr hoffech ei gynnwys ynddi. I bob pwrpas, byddaf yn gwirfoddoli aelodau a swyddogion i wahanol rolau ac mae nhw'n chwarae-ddarllen y sgript a byddaf i'n cymryd arnaf rôl yr Adroddwr ac yn egluro pam fod pethau wedi digwydd, dwyn sylw at arferion da a gofyn cwestiynau ychwanegol. Mae'n ymarfer hwyliog ac mae'n tanlinellu pwysigrwydd rôl y Cadeirydd.

Byddwn yn awgrymu ffi o £3,000 + TAW am y cyfan, ar yr amod eich bod chi'n trefnu lleoliad, arlwy a llun-gopiö ac yn talu am y rhain. Nid oes unrhyw gyfyngiad ar nifer yr aelodau a'r swyddogion all fod yn bresennol. Mae hyn ar y sail y byddaf i'n bendant yn cyflwyno'r sesiwn - gall Olwen benderfynu a ydyw'n dymuno ymuno ai peidio.

Os yw hyn yn dderbyniol, efallai y gallech awgrymu rhai dyddiadau. Mae fy nyddiadur yn weddol glir tua mis ymlaen llaw, ond wedyn mae'n llenwi'n aruthrol o gyflym. Ond gellwn gadw 2 neu 3 o ddyddiadau i chi eu cadarnhau gyda'r awdurdodau a fyddai'n cymryd rhan yn y sesiwn.

Peter Keith-Lucas | Consultant

for **Bevan Brittan LLP - The public services law firm**

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ATODIAD / ENCLOSURE
H

ISLE OF ANGLESEY COUNTY COUNCIL

MEETING:	County Council
DATE:	08 May 2014 @ 2pm
TITLE:	Annual Report of the Chair of the Standards Committee
REPORT BY:	Michael Wilson, Chair of the Standards Committee & Co-opted Member of the Council
PURPOSE OF REPORT:	To Report on the Activities of the Standards Committee in 2013-14 and to secure Council Approval for the Committee's Programme for 2014-15
CONTACT OFFICER:	Lynn Ball, Head of Function (Council Business) / Monitoring Officer (ext 2568)

Introduction

- (i) The Standards Committee is a statutory committee which comprises of 9 members (2 County Councillors, 5 independent members and 2 community council members).
- (ii) The current Committee is appointed for a period of 4 years until 17th December 2015.
- (iii) The Standards Committee has the following roles and functions (amongst others):-
 - (a) promoting and maintaining high standards of conduct by councillors;
 - (b) assisting councillors to observe the Members Code of Conduct;
 - (c) advising, training or arranging to train councillors;
 - (d) granting dispensations;
 - (e) dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on a report referred to her by the Public Services Ombudsman for Wales
- (iv) A copy of the full Constitution of the Standards Committee is available from the Monitoring Officer on request.

General Remarks

1. At its meeting on the 23rd May 2013 the County Council resolved to approve the Standards Committee's Programme for 2013/14. The original Programme identified proposed areas of work, timetable and resources. This document is reproduced at **ENCLOSURE A** to this Report and has been updated to include the work which has since been delivered against the agreed objectives.

2. The Auditor General published a Report in July 2009 which, among other issues, recommended that the Standards Committee take on a more active role in raising the standard of Member conduct, rather than confining itself to the delivery of strict statutory requirements. Effectively, more prevention and less cure.
3. To achieve this objective, the current Programme and its recent predecessors, were designed to support the Council in delivering its recovery, with an emphasis on self-regulation through Member development and on the Standards Committee providing advice / guidance to resolve disputes, where possible and where appropriate, within the Council rather than through external regulators.
4. The most important element in achieving this objective was the establishment of a comprehensive Annual Member Development Plan, specifically tailored to meet the needs of the Council and its Members. Instrumental in this was the Member Development Working Group (MDWG), which included Members, Officers and representation from the Standards Committee. In addition, the MDWG reported its progress and outcomes to the Standards Committee every quarter.
5. The MDWG was also responsible for achieving Member Charter status which was well supported and continues under the auspices of the Democratic Services Committee. The Council has now been presented with the Wales Charter for Member Support and Development Status by the Welsh Local Government Association. The charter provides a broad framework for local planning, self-assessment, action and review as well as opportunities for comparison amongst authorities and sharing good practice. We would like to thank Huw Jones (Interim Head of Democratic Services) and Miriam Williams (Senior HR Development Officer) for their tremendous work in assisting the Council to achieve the charter status.

Chairman's Remarks

The Chairman would like to thank the Committee members for their ongoing hardwork and commitment during the year.

The Standards' Committee's role this year has been primarily focused on strategic thinking on improving standards, and knowledge sharing with councillors and community councils. Much less time has been spent by the committee on conducting hearings arising from alleged breach of code of conduct issues, and attending meetings/mediation resulting from failed standards within the council than in previous years. I see this as an extremely positive thing. In the two and a half years that we have been working on the Standards' Committee, we have all witnessed a huge improvement in standards within the council which has naturally lead to a reduction in conduct issues and complaints being raised. I would like to thank all officers and councillors for their hard work and dedication in continuing to maintain high standards within the council following on from the intervention, and long may this continue.

Our main focus of work this year will be to maintain standards within the council, and to help community councils improve their standards as well. We hope to provide further training this year for community councils.

The Committee looks forward to continuing with its work of supporting Members in reviewing and raising standards in 2014/2015.

RECOMMENDATION:-

1. To note the Programme delivered by the Standards Committee between April 2013 and May 2014 **ENCLOSURE A.**
2. To endorse the Standards Committee's Programme for 2014/15 as outlined in **ENCLOSURE B.**

ENCLOSURE A

STANDARDS COMMITTEE WORK PROGRAMME – May 2013 to April 2014

	TIMETABLE	RESOURCES	STATUS AS AT YEAR END
1.	To conduct hearings into alleged breaches of the Members' Code of Conduct following a referral from the Public Services Ombudsman for Wales (PSOW)	Monitoring Officer Deputy Monitoring Officer	06/12/2013 Standards Committee considered a report by the Ombudsman requesting a local view.
2.	To conduct hearings into applications for Dispensations made by County Councillors and Town/Community Councillors	Monitoring Officer Deputy Monitoring Officer	04/09/2013 Dispensation panel of the Standards Committee. One application granted.
3.	To undertake an advisory role in connection with any matters arising under the Council's Local Resolution Protocol, or its successor in the event that a national model is developed	Monitoring Officer Deputy Monitoring Officer	No action required
4.	To oversee training and development on the Members' Code of Conduct in accordance with paragraph 2.4(e) of the Code; to include training and development for Town and Community Councils.		Training provided to Town and Community Councils during September 2013 with a 43.5% attendance rate. Further training for Autumn 2014 currently being arranged. Member training on the ethical

5.	To supervise the two Registers of Members' Interests by annual reviews followed by any necessary advice and guidance.	By the end of April 2013	Monitoring Officer Deputy Monitoring Officer	framework 15/05/2013. Annual review of registers took place in February 2014 by the Standards Committee. Findings discussed in meeting 12/03/2014. General results from review circulated to all members 17/04/2014.
6.	To supervise the register of Gifts and Hospitality by annual reviews followed by any necessary advice and guidance	By the end of April 2013	Monitoring Officer Deputy Monitoring Officer	Review discovered that information was still not available on-line. This has now been rectified.
7.	To undertake the role of consultee on any proposed change to the Constitution relevant to the role of the Standards Committee and especially where such proposed changes might disproportionately prejudice the rights and interests of any minority group.	As and when required		The following changes to the Constitution were considered by the Committee 12/06/2013:- (i) Social Media Protocol (ii) Planning Procedure Rules (iii) Self-Regulation Protocol (iv) New DBS Policy
8.	To undertake the role of consultee on any proposed legislative/policy changes relevant to the Standards Committee's area of responsibility.	As and when required	Monitoring Officer Deputy Monitoring Officer	Draft IRP supplementary report considered under consultation 12/09/2013 and 12/12/2013 ongoing consideration of Complaints Management Project - Audit Review (12/12/2013)
9.	To make any recommendations to the Council for improvements in those areas of work which relate to the Standards Committee.			Recommendation for Committee to have agreed job descriptions and be put through a performance review process was agreed (12/03/2014)

					Consideration throughout the year of webcasting and remote attendance.
10.	The Chair of the Standards Committee to present an annual report to the Council outlining the work of the committee during the previous year.				8 th May 2014
11.	To ensure that the knowledge and skills of the Standards Committee are developed and updated by:- <ul style="list-style-type: none"> - regular reviews of decided cases from <ul style="list-style-type: none"> o other relevant authorities o Adjudication Panel for Wales - to participate and contribute on the North Wales Standards Committee Forum - to participate and contribute to the All Wales Standards Committee Conference 				Review published decisions – all Standards Committees and Adjudication Panel for Wales on :- 12/06/2013 12/09/2013 12/12/2013 12/03/2014 North Wales Standards Committee Forum:- 20/05/2013 21/10/2013 29/04/2014
12.	To monitor progress on Member complaints filed with the PSOW and to undertake an annual analysis of complaints data in relation to Ynys Mon County Council in order to identify trends/issues of concern/training needs.				Ongoing discussion in all meetings of Standards Committee.
13.	To maintain contact with Group Leaders, through regular informal meetings, in order to discuss issues of concern/common interest.				Chairman met with Group Leaders on three separate occasions.
14.	Report quarterly performance indicators 1. Relationship between Members and Political Groups.				Ongoing 12/06/2013 12/09/2013 12/12/2013

	<p>2. The effectiveness of the Council's Standards Committee</p> <p>3. Standards of conduct and behaviour of Members</p>			12/03/2014
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ENCLOSURE B

STANDARDS COMMITTEE WORK PROGRAMME – MAY 2014 TO APRIL 2015

	TIMETABLE	RESOURCES	STATUS AS AT YEAR END
1.	To conduct hearings into alleged breaches of the Members' Code of Conduct following a referral from the Public Services Ombudsman for Wales (PSOW)	Monitoring Officer Solicitor to Monitoring Officer	
2.	To conduct hearings into applications for Dispensations made by County Councillors and Town/Community Councillors	Monitoring Officer Solicitor to Monitoring Officer	
3.	To undertake an advisory role in connection with any matters arising under the Council's Local Resolution Protocol, or its successor in the event that a national model is developed	Monitoring Officer Solicitor to Monitoring Officer	
4.	To oversee training and development on the Members' Code of Conduct in accordance with paragraph 2.4(e) of the Code; to include training and development for Town and Community Councils.	Monitoring Officer Solicitor to Monitoring Officer	

5.	To supervise the two Registers of Members' Interests by annual reviews followed by any necessary advice and guidance.	By the end of April 2015	Monitoring Officer Solicitor to Monitoring Officer	
6.	To supervise the register of Gifts and Hospitality by annual reviews followed by any necessary advice and guidance	By the end of April 2015	Monitoring Officer Solicitor to Monitoring Officer	
7.	To undertake the role of consultee on any proposed change to the Constitution relevant to the role of the Standards Committee and especially where such proposed changes might disproportionately prejudice the rights and interests of any minority group.	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
8.	To undertake the role of consultee on any proposed legislative/policy changes relevant to the Standards Committee's area of responsibility.	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
9.	To make any recommendations to the Council for improvements in those areas of work which relate to the Standards Committee.	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
10.	The Chair of the Standards Committee to present an annual report to the Council outlining the work of the committee during the previous year.	May 2015	Chair	
11.	To ensure that the knowledge and skills of the Standards Committee are developed and updated by:- - regular reviews of decided cases from	As and when required	Monitoring Officer Solicitor to Monitoring Officer	

	<ul style="list-style-type: none"> o other relevant authorities o Adjudication Panel for Wales - to participate and contribute on the North Wales Standards Committee Forum - to participate and contribute to the All Wales Standards Committee Conference. - To be reviewed under a performance review scheme similar to that used by the elected members. 			
12.	<p>To monitor progress on Member complaints filed with the PSOW and to undertake an annual analysis of complaints data in relation to Ynys Mon County Council in order to identify trends/issues of concern/training needs.</p>	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
13.	<p>To maintain contact with Group Leaders, through regular informal meetings, in order to discuss issues of concern/common interest.</p>	As and when required		
14.	<p>Report quarterly performance indicators</p> <ol style="list-style-type: none"> 4. Relationship between Members and Political Groups. 5. The effectiveness of the Council's Standards Committee 6. 3. Standards of conduct and behaviour of Members 	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
15.	<p>Miscellaneous</p> <ul style="list-style-type: none"> - To suggest that elected members should attend training which is relevant to the committees which they sit on, and their specific roles. 		Monitoring Officer Solicitor to Monitoring Officer	

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