



**CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL**

GŴYS A RHAGLEN

SUMMONS AND AGENDA

ar gyfer

for a

**CYFARFOD BLYNYDDOL O'R
CYNGOR SIR
YNYS MÔN**

**ANNUAL MEETING OF THE
ISLE OF ANGLESEY
COUNTY COUNCIL**

a gynhelir yn

to be held at the

**SIAMBR Y CYNGOR
SWYDDFA'R SIR
LLANGEFNI**

**COUNCIL CHAMBER
COUNCIL OFFICES
LLANGEFNI**

**DYDD MAWRTH,
14 MAI 2019**

**TUESDAY,
14 MAY 2019**

→ am 2.30 o'r gloch yp ←

→ at 2.30 pm ←

Please note that meetings of the Committee are filmed for live and subsequent broadcast on the Council's website. The Authority is a Data Controller under the Data Protection Act and data collected during this webcast will be retained in accordance with the Authority's published policy.

A G E N D A

1. CHAIRPERSON

To elect a Chairperson of the Isle of Anglesey County Council for 2019/20.

(Members are referred to the 'Order of Business' regarding the ceremony for election of Chairperson of the County Council, which will be tabled at the meeting).

2. VICE-CHAIRPERSON

To elect a Vice-Chairperson of the Isle of Anglesey County Council for 2019/20.

3. DECLARATION OF INTEREST

To receive any declaration of interest from any Member or Officer in respect of any item of business.

4. ANNOUNCEMENTS

To receive any announcements from the Chairperson or the Chief Executive and any closing remarks from the out-going Chair upon his term of office.

5. PROGRAMME OF MEETINGS OF THE COUNTY COUNCIL FOR 2019/20

To approve the following programme of meetings of the County Council for the ensuing year:-

- 10 September, 2019 - 2.00 pm
- 29 October, 2019(Extraordinary)- 2.00 pm
- 10 December 2019 - 2.00 pm
- 25 February 2020 - 2.00 pm
- May 2020 (Annual Meeting) - date to be confirmed

6. DELEGATION BY THE LEADER/MEMBERSHIP OF THE EXECUTIVE

In accordance with Paragraph 4.1.1.2 of the Constitution, to be informed by the Leader of the names of Councillors chosen to be Members of the Executive together with their Portfolio representatives.

7. ELECTION OF CHAIRPERSON OF THE DEMOCRATIC SERVICES COMMITTEE FOR 2019/20

To elect a Chairperson in accordance with Paragraph 3.4.12.3 of the Constitution.

8. CONFIRMATION OF THE SCHEME OF DELEGATION

The Chairperson will confirm such part of the Scheme of Delegation as the Constitution determines it is for the Council to agree (as set out in Paragraph 3.2 of the Constitution).

9. POLITICAL BALANCE

To submit a report by the Head of Democratic Services.

10. OUTSIDE BODIES

To submit a report by the Head of Democratic Services.

11. INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT - MEMBER REMUNERATION FRAMEWORK FOR 2019/20

To submit a joint report by the Head of Function (Resources)/Section 151 Officer and the Head of Democratic Services in respect of the above.

12. CONFIRMATION OF COMMITTEES

The Chairperson will confirm the re-appointment of the following Committee structure as referred to in Section 3.4 of the Council's Constitution, together with the following:-

- Pay and Grading (a sub-committee of the Council)
- Standards Committee Appointment Panel
- Indemnities Sub-Committee

13. MEMBER DEVELOPMENT PLAN 2019/20

To submit a report by the Head of Democratic Services as presented to the Democratic Services Committee on 2 May 2019.

This page is intentionally left blank

ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	COUNTY COUNCIL
DATE:	14 MAY 2019
TITLE OF REPORT:	POLITICAL BALANCE ARRANGEMENTS WITHIN THE COUNCIL
REPORT BY:	HEAD OF DEMOCRATIC SERVICES
PURPOSE OF REPORT:	TO REVIEW POLITICAL BALANCE ON COMMITTEES

1.0 The Council needs to review political balance arrangements on its Committees annually.

2.0 The Local Government and Housing Act 1989 sets out the main principles governing political balance, which are:

“(a) that not all the seats on the body are allocated to the same political group;

(b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the Authority’s membership;

(c) subject to (a) and (b) above, the number of seats on the ordinary committees of a relevant Authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that Authority as is borne by the number of members of that group to the membership of the Authority; and

(d) subject to paragraphs (a) to (c) above, that the number of the seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of members of that group to the membership of the Authority.”

3.0 The position in terms of Group Membership is as follows:

Plaid Cymru Party of Wales	- 14
Welsh Labour	- 2
Y Grwp Annibynnol	- 7
Anglesey Independents	- 7 (This includes 1 Liberal Democrat Member)

4.0 The attached Matrix sets out the entitlement of seats on each Committee.

5.0 The total number of seats to be allocated is now 113.

6.0 Clearly, unless the calculation arrives at whole numbers of total seats overall and the whole number of seats on each committee, then fractions will inevitably result, so that exact compliance will be impossible. It is, however, necessary to achieve the best possible compliance on the figures with the principles set out in paragraph 2

above.

7.0 Each political group on the Council can only allocate the seats it receives under the political balance arrangements to its own members and cannot allocate to a Councillor who is not a member of that same political group.

8.0 Recommendations:-

- (i) The Council is requested to confirm political balance arrangements and the number of seats allocated to each of the Groups under the Local Government and Housing Act 1989.
- (ii) That Group Leaders advise the Head of Democratic Services as soon as possible if there are any changes to Group Membership on Committees.

Huw Jones
Head of Democratic Services
16/4/2019

Mai 2019
May 2019

Balans ar y Cyngor Sir	
Balance on County Council	
Plaid Cymru Party of Wales	14
Llafur Cymru Welsh Labour	2
Y Grwp Annibynnol	7
Annibynwyr Mon Anglesey Independents	7
	30

PWYLLGORAU CRAFFU A THROSOLWG			
SCRUTINY AND OVERVIEW COMMITTEES			
Pwyllgorau	Partneriaeth	Corfforaethol	Cyfanswm Craffu
Committees	Partnership	Corporate	Total Scrutiny
Aelodaeth Membership	10	10	20
	<i>4.6667</i>	<i>4.66667</i>	<i>9.333333333</i>
	5	5	10
	<i>0.6667</i>	<i>0.66667</i>	<i>1.333333333</i>
	1	1	2
	<i>2.3333</i>	<i>2.33333</i>	<i>4.666666667</i>
	2	2	4
	<i>2.3333</i>	<i>2.33333</i>	<i>4.666666667</i>
	2	2	4
	0	0	0
	0	0	0
	10	10	20
	10	10	20

ALLWEDD	KEY
<i>Chwith uchaf, Italic = hawl ffracsiynol damcaniaethol</i>	
<i>Top left, italic, theoretical fractional entitlement</i>	
Dde isaf, arferol = awgrym rhif llawn	
Bottom right, normal = whole number suggestion	

Pwyllgorau	LLED-FARNWROL								PWYLLGORAU ERAILL Y CYNGOR						Cyfanswm
	QUASI-JUDICIAL								OTHER COMMITTEES OF THE COUNCIL						
	Cynllunio a Gorchmynion Planning and Orders	Archwilio Audit	Gwasanaethau Democratiaidd Democratic Services	Penodiadau Appointments	Ymchwilio Investigation	Disgyblu Disciplinary	Apeliadau Appeals	Trwyddedu Licensing	CYSAG SACRE	Cynllunio Joint	ar y cyd Planning	Tal a Graddio Pay and Grading	Penodi Safonau Standards Appointing	Is-Bwyllgor Indemniadau Indemnities sub-Committee	
Aelodaeth Membership	11	8	10	10	3	3	10	11	6		7	6	3	5	93
Plaid Cymru Party of Wales	<i>5.13333</i>	<i>3.73333</i>	<i>4.66667</i>	<i>4.66667</i>	<i>1.4</i>	<i>1.4</i>	<i>4.66667</i>	<i>5.133333333</i>	2.8		<i>3.266666667</i>	2.8	<i>1.4</i>	<i>2.333333</i>	<i>43.4</i>
Llafur Labour	<i>0.73333</i>	<i>0.53333</i>	<i>0.66667</i>	<i>0.66667</i>	<i>0.2</i>	<i>0.2</i>	<i>0.66667</i>	<i>0.733333333</i>	0.4		<i>0.466666667</i>	0.4	<i>0.2</i>	<i>0.333333</i>	6.2
Grwp Annibynnol Independent Group	<i>2.56667</i>	<i>1.86667</i>	<i>2.33333</i>	<i>2.33333</i>	<i>0.7</i>	<i>0.7</i>	<i>2.33333</i>	<i>2.566666667</i>	1.4		<i>1.633333333</i>	1.4	<i>0.7</i>	<i>1.166667</i>	<i>21.7</i>
Annibynwyr Mon Anglesey Independent	<i>2.56667</i>	<i>1.86667</i>	<i>2.33333</i>	<i>2.33333</i>	<i>0.7</i>	<i>0.7</i>	<i>2.33333</i>	<i>2.566666667</i>	1.4		<i>1.633333333</i>	1.4	<i>0.7</i>	<i>1.166667</i>	<i>21.7</i>
	0	0	0	0	0	0	0	0	0		0	0	0	0	0
	0	0	0	0	0	0	0	0	0		0	0	0	0	0
	11	8	10	10	3	3	10	11	6		7	6	3	5	93
	11	8	10	10	3	3	10	11	6		7	6	3	5	93

CYFANSWM LLAWN	
GRAND TOTAL	113
	52.73333333
	53
	7.533333333
	10
	26.36666667
	24
	26.36666667
	26
	0
	0
	113
	113

This page is intentionally left blank

ISLE OF ANGLESEY COUNTY COUNCIL	
NAME OF COMMITTEE:	COUNTY COUNCIL
DATE OF MEETING:	14 MAY 2019
TITLE:	OUTSIDE BODIES
PURPOSE OF REPORT:	TO CONFIRM APPOINTMENTS MADE TO OUTSIDE BODIES FOR 2019/20
AUTHOR:	HEAD OF DEMOCRATIC SERVICES

1.0 Background

In accordance with Council procedures rule 4.1.1.2.7 (ii) it is necessary to report to the annual meeting on the schedule of appointments made to outside bodies that do not have to be members of the Executive in accordance with section 5.8.4.2 of the Constitution. A schedule of current appointments is appended to this report and Group Leaders have been consulted. These appointments are separate to those made by the Council Leaders.

2.0 Recommendation

To agree and confirm appointments as detailed in the attached schedule to this report.

Huw Jones
Head of Democratic Services
16/04/19

APPENDIX

OUTSIDE BODIES, JOINT COMMITTEES AND PARTNERSHIPS

REPRESENTATION TO BE AGREED AND CONFIRMED BY FULL COUNCIL

No	Title	No of Members Required	Names of Representatives
1.	North Wales Fire and Rescue Authority (<i>3 members to be appointed up until the next Local Authority Election</i>) *	3	Richard Griffiths, Dylan Rees, Eric Jones
2.	North Wales Fire and Rescue Authority Executive Panel (<i>2 members from the 3 above</i>)	2	Richard Griffiths, Eric Jones
3.	North Wales Fire and Rescue Authority Audit Committee (<i>the remaining member</i>)	1	Dylan Rees
4.	North Wales Community Health Council (Anglesey Local Committee) (<i>3 members to serve up until the next Local Authority Election</i>) **	3	Richard Griffiths, Dylan Rees, Glyn Haynes
5.	W.L.G.A. (<i>Leader and Deputy Leader</i>)	2	Llinos Medi Huws, Ieuan Williams
6.	Wylfa Site Stakeholder Group (<i>7 members consisting of the local members for Talybolion and Twrcelyn Wards plus 1 member of the Authority</i>)	7 (Local Members + 1 other Member)	Local Members Talybolion and Twrcelyn wards and G.O. Jones
7.	Wylfa Newydd Project Liaison Group (Any Member of the Authority may attend, but the County Council representation should be <i>7 members, consisting of the local members for Talybolion and Twrcelyn Wards plus 1 member of the Authority</i>).	7 (Local Members + 1 other Member)	Local Members Talybolion and Twrcelyn wards and Dafydd Rhys Thomas
8.	AONB Joint Advisory Committee	5	Richard Dew, Nicola Roberts, Dafydd Roberts, Robin Williams, Eric Jones
9.	North Wales Police and Crime Panel (<i>Membership can be for the municipal year but it is customary for continuity purposes for appointments to be made up until the next Local Authority Election</i>) ***	1	Dylan Rees

10.	Anglesey CAB	1	Nicola Roberts
11.	Medrwn Môn (<i>Observer with no vote</i>)	1	Llinos Medi Huws
12.	Anglesey Access Group	1	R.G. Parry, OBE, FRAgS
13.	Owen Lloyd Penrhoslligwy Educational Trust (<i>local member</i>)	1	Vaughan Hughes
14.	Cwmni Frân Wen (<i>Observer</i>)	1	Vaughan Hughes
15.	CYNNAL Management Committee (<i>2 members to include Executive Member</i>)	1	Dafydd Roberts
16.	Gwynedd and Anglesey Adoption Panel	1	Llinos Medi Huws
17.	Fostering Panel	1	Richard Griffiths
18.	Joint Council for Wales (WLGA) (<i>entitlement to 2 members one of which is Portfolio Holder for Human Resources</i>)	1	John Griffith
19.	Sustainable Development Fund Partnership	1	Richard Dew
20.	Voluntary Sector Liaison Committee	5	Alun Mummery, Kenneth Hughes, Llinos Medi Huws, R. Meirion Jones, G.O. Jones
21.	Anglesey Language Forum	1	Ieuan Williams Bryan Owen G O Jones Lewis Davies

* **Political Balance requirements apply to these appointments**

** **The Regulations now allow for up to 2 non-elected members to represent the Authority**

*** **The Panel is politically balanced across the region. Anglesey's representative is to be a Plaid Cymru Group member**

This page is intentionally left blank

ISLE OF ANGLESEY COUNTY COUNCIL	
Meeting:	County Council
Date:	14 May 2019
Title of report:	Independent Remuneration Panel for Wales Annual Report – Member Remuneration Framework for 2019/20
Report by:	Head of Democratic Services / Head of Function – Resources and Section 151 Officer
Purpose of Report:	To confirm the number of senior salary posts for 2019/20.

1.0 Background

The Independent Remuneration Panel for Wales (IRP) is independent of central and local government and was initially established to determine the range and levels of allowances payable by county and county borough councils to their elected members and co-opted members with voting rights. Each year the Panel must produce an Annual Report which sets out the type and levels of payments that authorities may or must make available to their members and co-opted members.

The payments to members, including co-opted members, for 2019/20 is prescribed by the Independent Remuneration Panel (IRP) in its annual report dated February 2019. The main changes are set out in this report. This information needs to be reported to the Council in order to confirm the number of Members entitled to a senior salary. The Council's 2019/20 budget is based on the new figures and the additional costs are reflected.

The determinations in the February 2019 report came into effect for the 2019/20 financial year.

2.0 Basic Salary

The Panel has determined that there shall be an increase of £268 per annum to the basic annual salary to **£13,868** (an increase of 1.97% which restores the level of basic salary to the amount paid in 2011).

3.0 Senior Salaries

3.1 Number of senior salaries

The limit on the number of senior salaries payable will remain, ie a total of 16 for Anglesey, including civic salaries. This figure is in accordance with the Panel's Supplementary Report dated December 2017 and, following a recent review, the Panel confirmed on 22 March 2019 that the total will remain at 16.

3.2 Payments to members of the Executive

There will be an increase of £800 to members of the Executive, which includes the increase of £268 to the basic salary. The Panel has not increased the senior salaries paid to these post holders for six years.

3.3 Committee Chairs and Leader of the Largest Opposition Group

There will be no increase to the senior salary of Committee Chairs and Leader of the Largest Opposition Group, but the total paid will reflect the increase of £268 to the basic salary.

3.4 Senior Salary Bands

2019/20 Senior Salaries (which include the basic salary):		
Band 1	Leader Deputy Leader	£44,100 £31,100
Band 2	Members of the Executive	£27,100
Band 3	Committee Chairs (if paid)	£22,568
Band 4	Leader of the largest opposition group	£22,568
Band 5	Leader of other political groups	£17,568

3.5 Specific or additional senior salaries

The Panel has allowed for greater flexibility through the provision for authorities to apply for specific or additional senior salaries that do not fall within the current remuneration framework, or which could not be accommodated within the maximum number of senior salaries relating to the authority. If the proposed addition is approved and results in the council exceeding its cap, this will be included in the approval, with the exception of Merthyr Tydfil and the Isle of Anglesey Councils¹.

3.6 Job Sharing Arrangements

Some councils have raised the possibility of operating some senior salary posts on a “job share” arrangement. The Panel is supportive of this principle and the process is set out in Paragraph 3.27 of the Annual Report.

¹ Local Government (Wales) Measure 2011 Section 142 (5) The proportion fixed by the Panel in accordance with subsection (4) may not exceed fifty percent unless the consent of the Welsh Ministers has been obtained.

The statutory maximum for cabinets cannot be exceeded so each job sharer will count toward the maximum. Under the Measure, it is the number of persons in receipt of a senior salary, not the number of senior salary posts that count towards the cap. Therefore, for all job share arrangements the senior salary cap will be increased subject to the statutory maximum of 50% of the membership of councils, or a maximum of 16 in Anglesey's case.

3.7 Civic Salaries

For 2018/19, the Council decided that Level 3 civic salaries should be paid to the Civic Head and Deputy Civic head (£19,300 and £14,300 respectively).

Councils have strongly expressed to the Panel that elected members do not wish to make any choices that require Councils themselves to choose and match the level of activity or duties of a specific member to a given range of salary levels for a role. All such choices are now removed. For 2019/20, the Panel has decided that civic salaries of:

£22,568 (Band 3) be paid to civic heads (if paid) and

£17,568 (Band 5) be paid to deputy civic heads (if paid).

4.0 New Determinations for 2019/20

Whilst the following determinations have been added for 2019/20, the requirements within them are not new as they were included previously as 'key factors underpinning the Panel's Determinations':

Determination 6:

- *An elected member must not be remunerated for more than one senior post within their authority.*
- *An elected member must not be paid a senior salary and a civic salary.*
- *All senior and civic salaries are paid inclusive of their basic salary.*
- *If a council chooses to have more than one remunerated deputy leader, the difference between the senior salary for the deputy leader and other executive members should be divided by the number of deputy leaders and added to the senior salary for other executive members in order to calculate the senior salary payable to each deputy leader.*

Determination 7:

Members in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA or FRA to which they have been appointed.

Determination 8:

Members in receipt of a Band 1 or Band 2 salary cannot receive any payment from a Community or Town Council of which they are a member other than travel and subsistence expenses and reimbursement of costs of care.

5.0 Determinations relating to Co-opted Members

Determinations 36 and 37 below have been updated to 'an appropriate officer ...**must** determine' and 'Fees **must** be paid', as opposed to 'can' in last year's determinations:

Determination 36:

The appropriate officer within the authority must determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours have elapsed.

Determination 37:

Fees must be paid for meetings and other activities including other committees and working groups (including task and finish groups), pre-meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend.

Determination 38 below is a new determination for co-opted members. (Support for elected members is covered in determinations 9 and 10) :

Determination 38:

Each authority, through its Democratic Services Committee or other appropriate committee, must ensure that all voting co-opted members are given as much support as is necessary to enable them to fulfil their duties effectively. Such support should be without cost to the individual member.

6.0 Car Parking for Members

Several councils have specific arrangements for their members in respect of car parking. The Panel considers that it is a matter for individual councils to determine arrangements including payments to and from members providing that it is a decision made formally by the council.

7.0 Recommendations

The Council is requested to:

- 7.1 confirm that senior salaries should be payable to the following 16 office holders during 2019/20:

Chair of Council
Vice Chair of Council
Leader
Deputy Leader
Other Executive Members (7)
Chairs of the Scrutiny Committees (2)
Chair of Planning and Orders Committee
Chair of Audit and Governance Committee
Leader of the Largest Opposition Group

7.2 authorise officers to amend Part 6 of the Council's Constitution to reflect the determinations made by Independent Remuneration Panel for Wales.

Huw Jones
Head of Democratic Services

Marc Jones
Head of Function –
Resources and Section 151 Officer

7 May 2019

Background paper:- The Independent Remuneration Panel for Wales Annual Report (February 2019)

–
<https://beta.gov.wales/sites/default/files/publications/2019-02/irp-annual-report-2019.pdf>

This page is intentionally left blank

ISLE OF ANGLESEY COUNTY COUNCIL	
COMMITTEE:	DEMOCRATIC SERVICES – SPECIAL MEETING
DATE:	2 MAY 2019
TITLE OF REPORT:	ELECTED MEMBER DEVELOPMENT PLAN APRIL 2019 – MARCH 2020
PURPOSE OF REPORT:	TO SEEK THE COMMITTEE’S APPROVAL FOR THE PROPOSED DEVELOPMENT PLAN FOR ELECTED MEMBERS FOR THE FINANCIAL YEAR 2019/20
REPORT BY:	MIRIAM WILLIAMS, HUMAN RESOURCES DEVELOPMENT MANAGER
LEAD OFFICER:	HEAD OF DEMOCRATIC SERVICES

The Democratic Services Committee held on 25 March 2019 approved the report submitted by the Human Resources Development Manager regarding the Member Development Strategy for the period 2019/2022 (see appendix 1).

This report details the Development Plan for Elected Members for the financial year 2019/20 (see appendix 2), which takes into account input received from Group Leaders following Personal Development Reviews (PDR’s) in addition to input from Senior Officers.

The programme provides an outline framework for the delivery of the training with some elements being carried forward from the previous financial year. The development programme applies to Elected Members in addition to Co-opted/Lay Members where appropriate.

The format of the training will be varied in terms of methods of delivery e.g. workshops; mentoring; e-learning; one-to one training etc. Where available, blended training opportunities will also be offered in order to enhance the learning process.

The Authority already provides E-Learning support in order to encourage self-development, further enhancements are being considered Nationally and Locally in order to make the system more accessible in addition to producing further relevant modules.

In order to maximise attendance at training events and taking into account Elected Members caring responsibilities/employment arrangements etc. where possible a mix of day and evening sessions will be made available. When possible, sessions will be arranged on Thursdays/Fridays, avoiding the first Thursday afternoon each month in order to prevent clashes with monthly Elected Member briefing sessions.

The programme is an “evolving” document which takes into account changing priorities of the Authority and external factors, whilst also taking into account Member’s own personal development needs.

The Democratic Services Committee has a key role in the regular monitoring, evaluation and reviewing development plan to ensure that it is both “fit for purpose” and of the right quality. Reports regarding the progress of the Elected Members Development Plan will also be submitted to the Standards Committee, as appropriate.

RECOMMENDATION:

To adopt the enclosed Development Plan as a framework for Member Development for the financial year 2019/20, recommending approval by the Full Council.

In addition, authority be given to the Head of Democratic Services to make any further modifications as deemed appropriate.

Miriam Williams
Human Resources Training and Development Manager
April 2019



Isle of Anglesey County Council

ELECTED MEMBER DEVELOPMENT STRATEGY

2019 - 2022

**‘Shaping the future through
developing people’**

MEMBER DEVELOPMENT STRATEGY

1. INTRODUCTION

The County Council aims to continuously deliver high quality, cost effective and efficient services, within the context of increasing demands on finite resources.

Members have a vital role in setting the Council's direction of travel which is articulated in the Corporate Plan. This is a particularly challenging responsibility in light of reduced funding and an increased focus on communities helping themselves. The County Council recognises that there are ever increasing demands on, and expectations of Members, given the pace of legislative change and the constantly changing environment. Therefore there is a requirement to ensure that effective development and support is in place to enable members to fulfil the demands of their roles and be effective in this changing and increasingly more complex environment.

Members bring an invaluable combination of experience, knowledge and expertise from a range of fields. The Council understands that member development should build on these skills and enable Councillors to continue developing throughout their term of office.

The outcome of a successful Member Development Strategy will be that the Council has effective Members with the skills and knowledge to deliver their contribution to the Council's Corporate Plan aims.

Please note, this strategy should be read in conjunction with the Authority's Corporate "Learning, Training and Development Policy".

In embracing these challenges, the Council must continue to develop its Members so that they:-

- Are responsive to change and continuous improvement.
- Maximise the use of all available resources.
- Can challenge the Council and other organisations fairly and identify best practice through effective scrutiny.
- Are focussed on maximising the outcomes provided by public services within the challenging climate of diminishing financial resources.
- Are influential community leaders.

2. PURPOSE

This Strategy provides a framework for the Council to enable Members to undertake roles as community leaders. The Strategy outlines the Council's commitment to learning and development for all Members and makes clear the expectations that Members can have of the Council and thus the Council of its Members.

By providing development opportunities, Members will be better equipped to carry out the various roles expected of them as a Councillor. The aim is to enable Elected Members to be able to operate efficiently and effectively in fulfilling these roles and to identify and meet the individual learning and development needs of all Councillors within that role, which is essential to this process.

The opportunities offered will vary and will be a combination of blended learning which will include internally and externally facilitated presentations; seminars; workshops as well as through specific classroom training courses and E-Learning opportunities. The commitment to provide these opportunities is supported through the allocation – by the County Council-of a specific budget.

Co-opted members of the Standards, Audit and Scrutiny committees are also encouraged to undertake specific development in order to meet the needs of their roles within their particular committees.

3. AIMS AND OBJECTIVES

Member Development refers to any development activities or training programmes specifically designed to improve the knowledge, skills and abilities of Elected Members in their varied roles.

. To ensure that this strategy meets the needs of Members and the Council, activities will be properly planned, resourced within current budget limits, monitored and evaluated.

The strategy's main objectives are:-

- to equip Members with the skills and knowledge they need in their current roles (as set out in their role descriptions) and future roles
- To provide an integrated induction and ongoing role to develop, skills and knowledge through a programme of development opportunities for all Members
- To provide support tailored to the needs of Members based on individual training needs analysis.

The Council will provide Elected Members with flexible and responsive training and development that is based on both individual and organisational needs. This will maximise the effectiveness of Members in their various roles to ensure that Isle of Anglesey County Council will be regarded as a leader in the provision of support to Elected Members.

4. PRINCIPLES

The Council's approach to Member development is based on the following principles:

- Learning is part of the culture of our organisation.
- The opportunities provided will enable Members to be effective community leaders and play their part in delivering the Council's Corporate Plan

- The range of qualities every Member needs to be most effective includes:
 - political understanding
 - communication skills
 - community leadership
 - working with others
 - regulation and monitoring
 - scrutiny and challenge
- New Members will need development opportunities early in their term of office to enable them be effective in their role and therefore an appropriate and timely Induction Programme will be delivered to meet these needs.
- A commitment from Members during their term of office to actively access and participate in training and development opportunities to refresh skills; develop additional skills; keep updated on current issues
- Members commitment to undertake mandatory training which will be overseen by Group Leaders
- A commitment from Members to undertake annual performance development reviews to inform the annual member development programme.
- Additional opportunities to enable Members to be successful in undertaking specific Executive and non- Executive roles.
- Members are encouraged to share their knowledge amongst their peers.
- The approach to learning will be flexible to recognise that Members have different needs requiring a range of different approaches but with increased emphasis on E -learning
- The Council recognises that all Members are different and is committed to providing equality of opportunity to learning and development
- Members are encouraged to regularly update training records online and annually publish reports with respect to training undertaken

5. MEMBER DEVELOPMENT PROGRAMME

Development of the programme will be co-ordinated by the Human Resource team responding to direction from the Head of Democratic Services, feedback from Officers/Elected Members and also the Authority's Strategic Management Team.

Progress reports will be presented by the Human Resource team on a regular basis to both the Democratic Services Committees and also the Standards Committee.

The Democratic Services Committee will report annually to the Council on the Member development programme

6. RESOURCES

Budgets

The Head of Democratic Services has overall responsibility for Member Development. An annual budget will be included in the Corporate Training budget to support Member Development activities.

Online Resources

The Council understands the time pressures on Members and the positive opportunities presented by technology. The Council's dedicated Intranet site, provides all Members with access to a range of resources, including:

- Induction materials and presentations
- Links to E-learning and online resources designed for Councillors such as those from the WLGA
- Information on key Councillor responsibilities e.g. Safeguarding/Corporate Parenting.
- User guides and tips on using technology.
- Information on how the Council works with links to key plans, strategies and communications.
- Useful links to other websites both internal and external to the Council.

Development Sessions

All Member training and development activities provided will:-

- Be secured from the most effective and appropriate training providers or facilitators from within or outside the Authority.
- Respond to the needs of Members for method and style of delivery.
- Take into account the principles of relevant Council policies.
- Be arranged at times and locations most convenient for Members.

Feedback and Evaluation

Training is monitored for quality and each development session is evaluated through the completion of training evaluation forms which Elected Members/Co-opted Members are encouraged to complete.

This provides an opportunity for individuals to note their learning; provide feedback relating to the course delivery together with the opportunity to note additional training requirements. A copy of this form is seen in appendix 1

In addition feedback by Group Leaders of the impact of learning on the effectiveness of their Members via PDR's.

7. STRATEGY DELIVERY

The Chair of the Democratic Services Committee will oversee the implementation of this strategy and through a report to Council, agree and review training and development activities for Elected Members.

Miriam Williams
Corporate/ HR Development Manager
February 2019

Appendix 2

ELECTED MEMBER DEVELOPMENT PROGRAMME 2019/20			
Where possible, training will be arranged Thursdays/Fridays avoiding the first Thursday afternoon each month to avoid clashes with Member briefing sessions. If known, dates/times have been noted.			
TITLE	AUDIENCE	PROVIDER	WHEN
	Elected Members and Co-opted/Lay Members where appropriate		
Treasury Management	Audit Committee	External	June 2019
Safeguarding Issues - Update	All Elected Members	Internal	To be Confirmed
Scrutiny : Series of development areas focusing on e.g. Self-Assessment/ Evaluation; Scrutiny of Performance Data; Chairing Skills; Finance Scrutiny.	All Elected Members	Internal/External/ELearning	To be Confirmed

Appendix 2

Decisions for Future Generations (Wellbeing of Future Generations (Wales) 2015 Act)	All Elected Members (M)	Internal Workshop	To be confirmed
General Data Protection Regulation (GDPR) - Refresher	All Elected Members (M)	E-Learning/External	To be confirmed
Introduction to Equalities	All Elected Members (M)	E-learning/External	May 2019
Equality Impact Assessments	All Elected Members (M)	External	To be confirmed
Community Leadership and Casework	All Elected Members	E- learning/External	To be confirmed
National Approach to Statutory Advocacy	All Elected Members	Natalie Brimble TrosGynnal Plant	To be confirmed
Chairing Skills (Managing Meetings)	All Chairs	E-Learning/ External	To be confirmed
WLGA Leadership Programme	Nominated Elected Members	Regional workshops	October - November 2019

Appendix 2

Licencing - Update	Members of the Planning and Licensing Committee (M)	Internal	To be confirmed
Health & Safety - Update	All Elected Members (M)	External	To be confirmed
Planning <ul style="list-style-type: none"> • Flood Matters • Elected Members role in the planning process 	All Elected Members	External	To be confirmed
Planning – General update session	All Planning Committee Members (M)	Internal/External	To be confirmed
Housing Matters <ul style="list-style-type: none"> • Multi Agency Public Protection Arrangements • Universal Credit 	All Elected Members	Internal/External	To be confirmed
	All Elected Members	Internal	To be confirmed
Constitution - Briefing	All Elected Members	Internal	To be confirmed

Appendix 2

Dealing with Challenging Individuals and Difficult Situations	All Elected Members	External	To be confirmed
Community Leadership and Identifying Grants	All Elected Members	External	To be confirmed

ICT SKILLS

Use of iPads	All Elected Members	Internal	May 2019
General ICT Skills	All Elected Members - as required	Internal	Ongoing
Electronic Personal Records (Mileage/Training) – Inputting and Updating	All Elected Members	Internal	To be confirmed
Media Skills e.g Facebook/Twitter	All Elected Members	E Learning/External	To be confirmed

Appendix 2

E-LEARNING MODULES

Elected Members have flexible access to E-Learning Modules. See below details of subject areas currently available. Additional modules will be intermittently introduced as they are developed and information regarding these will be available on MonITor.

- General Information Governance
- Effective Writing
- Managing Yourself and Your Time
- Emotional Intelligence
- Violence against Women, Domestic Abuse and Sexual Violence
- Prevent
- Introduction to Equality and Diversity
- Stress Awareness
- Work Welsh Welcome
- Ethics and Standards
- Decisions for Future Generations
- Chairing Meetings
- Public Speaking Skills
- Introduction to Scrutiny
- The Effective Ward Councillor
- Corporate Parenting

Appendix 2

(M) = Mandatory

The programme is an evolving plan which will be amended to include any additional identified training during the year. In addition, briefing sessions on key strategic matters will be held on a monthly basis.

Elected Members are actively encouraged to complete evaluation forms for any training they attend in order to identify further training needs. They are also encouraged to record their attendance online.

DRAFT