

CYNGOR SIR YNYS MON / ISLE OF ANGLESEY COUNTY COUNCIL	
COMMITTEE:	Standards Committee
DATE:	14 June 2023
REPORT TITLE:	Draft Annual Report for the Standards Committee 2022/2023
PURPOSE OF THE REPORT:	For the Standards Committee to approve the draft report in readiness for the next full Council meeting
REPORT BY:	Mared Wyn Yaxley Solicitor – Corporate Governance mwyys@ynysmon.llyw.cymru
LINK OFFICER:	Lynn Ball Director of Function (Council Business) / Monitoring Officer lbxcs@ynysmon.llyw.cymru 01248 752586

1. BACKGROUND

- 1.1 There is a statutory requirement for the Standards Committee to present an annual report to full Council.
- 1.2 The report currently being considered (**Enclosure 1**) is the Standards Committee's Annual Report for 2022/2023. The period of the report runs from 1 April 2022 to 31 March 2023.
- 1.3 The Standards Committee members have met informally to discuss the draft report for 2022/2023 and to agree a proposed work programme for 2023/2024 (which appears as an appendix to the 2022/2023 annual report).
- 1.4 The draft report is incomplete as the process for Group Leaders to provide information in relation to their new duties as Group Leaders is ongoing. Details about that process is included in the draft annual report. It is envisaged that this process will conclude during the summer of 2023, in readiness for the Committee's final report to be presented to full Council in September 2023.

2. RECOMMENDATION

2.1 For the Standards Committee to agree

- 2.1.1 the contents of the draft report and its enclosures, as included in **Enclosure 1** to this report;
- 2.1.2 that the current draft annual report for 2022/2023 (**Enclosure 1**) is updated in accordance with information obtained during the process of gathering information from the Group Leaders; and

- 2.1.3 that any changes to the annual report (**Enclosure 1**) are made either in an informal meeting or via correspondence with all Committee members, in accordance with the Chair's instructions, having discussed with the Monitoring Officer.

Isle of Anglesey County Council	
MEETING:	County Council
DATE:	12 September 2023
TITLE OF REPORT:	Annual Report of the Standards Committee
REPORT BY:	Standards Committee
PURPOSE OF REPORT:	To report on the activities of the Standards Committee in 2022/2023 and to secure Council approval for the Committee's Work Programme for 2023/2024.
CONTACT OFFICER:	Lynn Ball, Director of Function (Council Business) / Monitoring Officer (ext 2568) lbxcs@ynysmon.llyw.cymru

1. Introduction

This is the second annual report of the Standards Committee to the County Council, a requirement brought into effect by the Local Government and Elections (Wales) Act 2021.

However, it has been customary in this Council for many years for the Chair of the Standards Committee to present an annual report to Council. The topics covered in those reports are very similar to those that are now required under the legislative provisions.

This is the Standards Committee's report for the period April 2022 - March 2023.

2. Membership

The Standards Committee is a statutory committee which comprises 9 members (2 County Councillors, 5 independent members and 2 Town and Community Council members). Details of the Committee and its membership is available [here](#).

(A) Independent Members:

The terms of four independent members ends on 19th December 2027 whilst the term of the fifth independent member ends on 11th December 2025.

One current independent member has decided to submit their resignation before the end of their term and a recruitment process is currently underway by the Standards Committee's Selection Panel in order to appoint to this role. Mrs Celyn Menai Edwards will resign on the appointment of the new independent member.

The Chair must be appointed from among the independent members. Mr John R Jones was appointed Chair at a Standards Committee meeting in February 2020. The Chair is appointed for a period of four years. An individual may be re-appointed as Chair.

Mr Rhys Davies is Vice Chair and his term also ends in February 2024. Mr Davies is eligible to be re-elected.

(B) Town and Community Councillors:

Following a recruitment period after the last Local Government election (May 2022), two Town and Community Councillors were appointed by full Council at its meeting on 6 December 2022. These are Councillor Margaret Ann Thomas of Llangefni Town Council and Councillor Iorwerth Roberts of Bryngwran Community Council. They will sit on the Committee until the next Local Government election or until such time as the appointees are no longer Community Council members, whichever occurs first. A Community Council member may be re-appointed for one further consecutive term, provided that the Isle of Anglesey Town and Community Councils have collectively agreed to select the current Community Council members as nominee for the appointments.

(C) County Councillors:

The current County Council representatives (since May 2022) are Councillor Trefor Lloyd Hughes and Councillor Dafydd Rhys Thomas.

3. Role and Responsibility

The Standards Committee's statutory role and functions, in relation to County Council members and Town/Community Council members, have remained largely the same for a number of years, and include:-

- (a) promoting and maintaining high standards of conduct by Members;
- (b) assisting Members to observe their Code of Conduct;
- (c) advising, training, or arranging to train Members;
- (d) considering applications for dispensations;
- (e) dealing with any referrals from the Public Services Ombudsman for Wales (PSOW), or the Adjudication Panel for Wales (effectively the national Standards Committee).

However, with the introduction of the Local Government and Elections (Wales) Act 2021 ('the Act'), there are additional duties expected of the Standards Committee as of May 2022. These are detailed below:

➤ **Annual Report:**

The Standards Committee is now required to make an annual report to the Council, as soon as reasonably practicable at the end of the financial year, and the Council must consider the report and any recommendations made by the Committee within three months of its receipt.

As a minimum, the report must:

- describe how the Committee has discharged its functions during the preceding year;
- include a summary of reports and recommendations made or referred to the committee by the Public Services Ombudsman for Wales (PSOW) relating to the investigation of alleged breaches of the code of conduct, and any subsequent action taken by the Committee;

- describe the advice it has provided on training for all Members and how that advice has been implemented, and
- include the Committee's assessment of how Group Leaders have complied with their new duty to promote high standards of conduct, including the advice the Standards Committee has provided and the training it has suggested in relation to this duty.

➤ Duty of a Standards Committee to monitor Group Leader's compliance and provision of advice and training.

A new duty has been placed on Leaders of Political groups to take reasonable steps to promote and maintain high standards of conduct by members of the group. This responsibility is placed on a Leader of a political group within the Council. In order to demonstrate compliance with this duty a further duty is imposed on the leader of a political group to co-operate with the Council's Standards Committee in the exercise of the Committee's functions.

The Standards Committee must monitor how Group Leaders are complying with their new responsibility and consider how it is ensuring it satisfies the requirement to provide advice and training to Group Leaders under the umbrella of this duty.

4. Information on the Committee's duties and how they have been discharged during 2022/2023

4.1 Local Resolution Protocol:

➤ Local Resolution Protocol for members of the County Council:

An amended Local Resolution Protocol (LRP) for members of the County Council was developed and agreed during the 2022/2023 term. The LRP was developed by the Standards Committee, having considered the new legislative requirements and drawing from its experience to date, and agreed with Group Leaders. A copy can be seen [here](#).

We believe this document is user-friendly and simple to follow and are confident in endorsing it.

Whilst we would like to think that the LRP would not be needed, we do hope, and indeed we would encourage Members to use it should the circumstances arise. Members have been involved in its development (with presentations made by the SC Chair and Vice Chair to a meeting of Group Leaders, and it being the subject of a Briefing Session with all Members); Members have also been reminded of its adoption in the Standards Committee's Newsletter in March 2023.

There have not been any instances where the LRP has been engaged since its adoption.

➤ Local Resolution Protocol for members of Town and Community Councils:

One Voice Wales (the national representative membership organisation for Community and Town Councils throughout Wales) has developed a LRP for use by Town and Community Councils and can be seen [here](#). However, the process

outlined in that LRP is dependent on the Clerk and/or the Chair of the Town / Community Council to manage it. In our experience, the Clerk and/or the Chair are often parties to the dispute / subject to the complaint and so that LRP can be of limited use.

Therefore, this Standards Committee will be discussing the possibility of developing an alternative LRP for use in the Town and Community Councils, when the One Voice Wales Model is not workable or where the particular Council has not adopted the One Voice Wales LRP. This work is included in the Standards Committee's work programme for 2023-2024.

Whilst Code of Conduct matters within Town and Community Councils is within the Committee's remit, the LRP developed will make clear that the Committee will not become involved in matters regarding constitutional or procedural issues within the Town or Community Council.

The Committee Chair (together with other members of the Committee) has been asked to assist in some Town and Community Councils during the 2022/2023 period and more information is available in paragraph 4.2 below.

4.2 Town and Community Councils:

The Standards Committee has a responsibility in relation to Town and Community Councils and to fulfil this responsibility the Committee has undertaken the following work this year.

The Committee has undertaken a number of interventions at Town and Community Councils during the term of this report, usually upon contact having been made by third parties including members of the Councils themselves or County Councillors.

The process followed for all of these involvements has been to write to the Chair and Clerk of the particular Council with details of the concerns that have been brought to the attention of the Standards Committee's Chair and that two members of the Standards Committee are intending on attending the next meeting of their Town/Community Council as observers.

Following that meeting, correspondence is sent to the Clerk and Chair to inform them of the SC members' conclusions.

Four Community Councils have been subjected to such observations during the term of this report / the current term; details included are general and names are removed so as to avoid Councils being identified:

Community Council A:

In one Community Council, a second meeting was observed before the SC members offered a Review of the Register of Interests and Code of Conduct related matters to the Council. A Review meeting was conducted and comprehensive correspondence was sent to the Clerk and Chair, with a request for it to be shared with all Council members, detailing the SC members' recommendations. No further action is envisaged in this Council.

Community Council B:

In another Community Council, following the first observation meeting, it was deemed that the best course of action would be to offer a Review of the Register of Interests and Code of Conduct related matters to the Council. The Clerk, on behalf of the Council, agreed but suggested a delay in the timetable due to other commitments. The Standards Committee wishes to carry out this Review in Summer 2023 and it is included on the Committee's work programme for 2023/2024.

Community Council C:

Similarly, in Community Council C, following the first observation meeting, it was deemed that the best course of action would be to offer a Review of the Register of Interests and Code of Conduct related matters to the Council. The Clerk, on behalf of the Council, rejected this offer in the first instance. The Chair has again written to the Council to ask for it to reconsider and to explain that the purpose of the Review is to assist Councils. The Standards Committee hopes that the Council will agree to this offer (which is a completely voluntary process) and that it will be able to carry out this Review in Summer 2023. In the hope the Council agrees, this Review is included on the Committee's work programme for 2023/2024.

Community Council Ch:

Two members of the SC attended a first observation meeting at Community Council Ch. The Clerk was advised that they could contact the Standards Committee should they deem a Review to be useful in the future. The matter is included on the Committee's work programme for 2023/2024.

The pattern seen above is part of the appetite for developing a Local Resolution Protocol for Town and Community Councils as this type of work is in high demand and is effecting heavily on the Committee's capacity and resource.

The Chair and Vice Chair of the Standards Committee have attended the Town and Community Council Forum meetings on 08.09.2022 [with details following from the Committee's formal meeting in June 2022] and on 27.02.2023 [again, with details following from the Committee's formal meeting in December 2022, and to discuss the draft Newsletter that was being developed].

4.3 Newsletters:

For some time, the Committee issues Newsletters following their bi-annual formal meetings. This is considered a more effective and user-friendly method of communicating with Councillors, by providing snippets of information, and sign-posting them to where they may obtain more details.

The Committee issued Newsletters in September 2022 and March 2023, following the Chair and Vice Chair attending meetings of the Group Leaders and the Town and Community Council Forum to discuss the topics that would be covered.

The newsletters sent to the Town and Community Councils can be found at **Enclosure 3 and 4.**

The similar, but slightly different, Newsletters sent to Members of the County Council (elected and co-opted) are included in **Enclosure 5 and 6**.

An additional document was sent with the March 2023 Newsletters – “Meet the Members of the Isle of Anglesey County Council’s Standards Committee”. A copy is included in **Enclosure 7**.

4.4 Group Leader Duty and reporting to the Standards Committee:

As detailed in Section 3 above, a new duty has been placed on Leaders of Political groups to take reasonable steps to promote and maintain high standards of conduct by members of the group. Political group Leaders are also required to co-operate with the Council’s Standards Committee in the exercise of the Committee’s functions.

Similarly, the Standards Committee has a new duty that it must monitor how Group Leaders are complying with their new responsibility and consider how it is ensuring it satisfies the requirement to provide advice and training to Group Leaders under the umbrella of this duty.

To this end, work has been done during the period of this report, and continues on the Standards Committee’s work programme for 2023/2024, on how Group Leaders are reporting to the Standards Committee in this regard.

A pro-forma report has been developed and shared with Group Leaders. A draft of the paperwork presented to Group Leaders on 27 April 2023 is included in **Enclosure 8**.

More information to be included here when details are received from the Group Leaders.

4.5 Review of the Ethical Standards Framework and Model Code of Conduct (‘Penn Report’):

In July 2021, Richard Penn presented the Independent Review of the Ethical Standards Framework in Wales. The Committee has been involved in considering the outcome of that report.

More recently, the Committee has been involved in considering a Consultation by Welsh Government arising from the Penn Review.

The work on this matter is included in the Committee’s Work Programme for 2023-2024 as responses to the Consultation are needed by 23 June 2023.

It is likely that work will be required following the outcome of the Welsh Government’s Consultation and the Committee be taking any relevant action accordingly.

4.6 Reports from the Public Services Ombudsman for Wales (PSOW):

Reports from the PSOW in relation to complaints received for alleged breaches of the code of conduct by members of the County Council or Town and Community Councils are issued on a quarterly basis. They are also included on the Agenda for the bi-annual Standards Committee meetings.

- Over the past year, three complaints have been received by the PSOW. These complaints were reported in quarter 1.
One complaint was in relation to a County Councillor and two in relation to Town and Community Councillors.
In respect of the complaint against the County Councillor, the PSOW decided not to investigate.
In relation to the Town and Community councillors, in one case, the PSOW decided not to investigate and in the other matter (a case which was reported as having started in the previous financial year) the PSOW's investigation was terminated.
- It is encouraging to note that no complaints were received in quarters 2, 3 and 4, the most recent periods for which reports have been received.

The Standards Committee has considered undertaking an analysis of complaints and any emerging patterns and mitigating measures. However, there are currently so few complaints that it is not possible to determine any patterns.

4.7 Dispensations:

Dispensations may be granted by the Standards Committee, in certain circumstances defined by statute, where the member would otherwise be unable to participate in a debate or decision owing to a significant (prejudicial) personal interest. The Standards Committee may sometimes be in a position to overreach that prejudicial interest if certain conditions are met. The Dispensations Regulations apply to County Council members and Town and Community Council Members.

No applications for dispensations have been received during the last financial year.

All County Council members and Town and Community Council members are advised to consider whether an application for dispensation may be appropriate for them in some circumstances and are encouraged to contact the Monitoring Officer for advice. Links to Briefing Notes on Dispensations are shared with members in their respective Newsletters too (see **Enclosures 3-6**).

4.8 Code of Conduct: Setting the level of registering gifts and hospitality

The Code of Conduct places a duty on members to register gifts and hospitality above a level which is set by each authority.

The current threshold in this Council is £20. The level has been set at this amount for a number of years.

The first Recommendation made in the Richard Penn report is that the threshold for declarations of any gift, hospitality, material benefit or advantage should be specified in the Code to ensure consistency across Wales.

It is noted in the Welsh Government Consultation document that there is no intention to amend the Model Code but Welsh Government has included a recommendation in its statutory and non-statutory guidance arising from the Local Government and Elections (Wales) Act 2021 that the approach to the setting of the level of this amount is reviewed and agreed within individual councils and that such regular reviews of the

threshold are included in the Standards Committee's annual report. The guidance also suggests that this matter be routinely discussed by monitoring officer and chairs of standards committees' group.

Indeed, there has been some discussion at national level (in both Monitoring Officer meetings and the National Standards Committee Forum) about harmonising the amount and for all Welsh authorities to set the same threshold voluntarily, without requiring a legislative change. The proposed threshold discussed by the National Standards Committee Forum is £25.

The Standards Committee agrees to this change in an effort to be consistent with other Authorities in Wales and on the basis the level is very similar to what is currently required in this Authority, it is unlikely to cause any great difficulties.

If Council agrees to this proposal i.e. to raise the registration level for gifts and hospitality received by members to £25, the Standards Committee proposes that it will include such recommendation in the next relevant / appropriate report on constitutional matters presented to the Executive and full Council.

4.9 Training

The Human Resources Development Manager presents a report to each Standards Committee formal meeting which includes considering the content of and the actions taken in relation to the Council Members' Development Programme. The Committee is given an opportunity to provide its input on the Programme as it is developed and consider how Members comply.

Following a review of the Council and some of its Committees' meetings, the Standards Committee made a recommendation that training for Council and Committee Chairs and Vice-Chairs should be mandatory, both on election and every two years if re-elected. This proposal was presented before a meeting of the Group Leaders who agreed with this recommendation.

Training for the Standards Committee members is part of each year's Work Programme for the Committee. The Training for the members conducted during the period of this report includes training on the Code of Conduct for Members on 20 May 2022 (following the Local Government election) and subsequently in February 2023 (following the appointment of two Town and Community Council representatives on the Committee). Work is also ongoing with the Human Resources department to ensure compliance with completing mandatory training modules, including the Chaining of meetings for both Chair and Vice Chair of the Committee.

The Standards Committee has also arranged training on the Code of Conduct for members of the Town and Community Councils in October 2022. Four sessions were arranged but only three were held, due to a lack of interest from the Town and Community Councils. The low attendance records was subject to a discussion at the Standards Committee in December 2022 and was given attention in both the Newsletter and at the Town and Community Council Forum. As a Committee, we strongly feel that ensuring all Councillors are trained on the Code of Conduct is essential and was disappointed as a Committee that one of the recommendations from the Penn report (recommendation 7) for training on the Code to become

mandatory for all members has been rejected by the Welsh Government. It is something that is included in the Committee's response to WG in its Consultation on the Penn report.

Training for Group Leaders is another area that the Standards Committee has been and will continue to discuss. This includes looking at how training for Group Leaders in their new duty (detailed above) can be developed collectively via the National Standards Committee Forum.

5. Achievements against the current term's work programme

The Standards Committee's Work Programme for 2022/2023 was approved by full Council in September 2022.

In accordance with an evolving responsibility, the proposed work programme is subject to change, as priorities alter and thus some matters which were not envisaged when the draft work programme was presented to full Council have been given the Committee's attention.

The document in **Enclosure 1** includes the Committee's approved Work Programme for 2022-2023 with additional matters included, and details of the actions completed in relation to each matter.

6. The Committee's Work Programme for 2023/2024

A proposed Work Programme for the Committee for the forthcoming year is included in **Enclosure 2**.

7. Recommendation

- 7.1 This Annual Report is presented to the Council for its approval within three months of its receipt.
- 7.2 Council approves the Committee's Work Programme for 2023/2024 (Enclosure 2) whilst accepting that some additional matters may be included, in accordance with demand.

Enclosure 1 – Annual Report of the Standards Committee 2022/2023

Work Programme for Standards Committee 2022/23 – with annotations for the Committee's Annual Report for 2022/2023

No	Items	Action	Actions undertaken during the period of the report
1	The Standards Committee's Annual Report to full Council	The Committee to begin consideration of and work on the next Annual Report ahead of their formal meeting in June, 2022. Share the annual report (once considered by the Council) with the PSOW?	2021/2022 report presented to full Council in September 2022. 2022/2023 report (in draft) discussed at an informal meeting on 26/5/2023 and at the SC meeting in June 2023 and to be presented to full Council in September 2023.
2	Review of Local Resolution Protocol	An amendment was made in March 2022 – further review may be needed after discussions with group leaders. Report anonymised cases dealt with under local resolution processes to PSOW?	Revised LRP for IOACC members approved by SC, following discussion with GL in a meeting and a presentation to all Members in a Briefing session, in December 2022. Item included in the CC Newsletter in March 2023. Work on LRP for TCCs included in 2023/2024 work programme.
3	Offer and Provision of training to leaders of political groups. Need to decide: <ul style="list-style-type: none"> Who will deliver training Involvement of standards committee members. Involve senior officers? 	Need discussion with political group leaders and democratic services. These arrangements must be made at the start of each administration and training take place within 6 months of the election and be reviewed at least annually	Discussed with HR. Enquiries made of WLGA for any 'bespoke' training available. To continue on 2023/2024 work programme. Next National Standards Committee Forum meeting in June 2023.
4	Communication with political group leaders	Formal reporting process by leaders or more informal? What frequency of reports from group leaders? Arrange meetings periodically to review behaviour?	Chair or Chair and Vice Chair attended GL Meetings as follows: 29.09.2022 – to present amended LRP; 08.12.2022 – to present observations made following observation exercise at Council meetings; 16.03.2023 – to discuss items from December formal meeting

Enclosure 1 – Annual Report of the Standards Committee 2022/2023

			<p>and the Newsletter to follow;</p> <p>27.04.2023 – to discuss the Group Leaders' Report Template (new duty under the 2021 Act);</p> <p>08.06.2023 – to present the SC's draft response to the WG consultation on the Penn report's recommendations;</p>
5	Intervention/notification of low – level complaints some within groups not reported to PSOW.	Need to see response from Penn report by Wales Government. Any reports to be anonymised.	<p>Met previously 8/3/21 and 27/5/21.</p> <p>Penn report published. WG consultation open until end June 2023. This matter is to continue on 2023/2024 work programme.</p>
6	Meetings	<p>Last formal meeting 15/12/2021</p> <p>Informal meeting(s) to consider:</p> <ul style="list-style-type: none"> consultation on WG's draft statutory guidance on standards of conduct a draft for the Annual Report of the Committee to full Council. (8/3/22) Workplan for 22/23 (27/4/22) <p>Next formal meeting scheduled for 28/6/2022.</p>	<p>Formal meeting held on 28/6/22.</p> <p>Informal meeting on 14/11/22 (observation of Council/Committee meetings – discuss findings)</p> <p>Informal meeting on 07/12/22 (observation of Council/Committee meetings – discuss presentation to GL meeting)</p> <p>Formal meeting on 14/12/22</p> <p>Informal meeting on 13/1/23 (discuss various matters including items for Newsletters and observation of Committee meetings)</p> <p>Informal meeting 24/3/23 (Group Leaders' Report Template with their new duty under the LGE(W)Act 2021)</p> <p>Informal meeting 12/5/22 (WG's consultation on the Penn report)</p> <p>Informal meeting 26/5/22 (SC's annual report and work programme for 2023/2024)</p> <p>Next formal meeting scheduled for 14/6/2023.</p>
7	Newsletters following the 15.12.2021 formal meeting	Members to consider following-up responses to the	Newsletters sent August 2022 (incorporating information from the 12/2021 and 06/2022 formal SC

Enclosure 1 – Annual Report of the Standards Committee 2022/2023

		<p>Newsletter from a certain number of town and community councils after the discussion of the item at the Committee's formal meeting in December 2021.</p>	<p>meetings).</p> <p>Newsletters following the December 2022 formal meeting sent in March 2023 – following a presentation of each in the TCC Forum and GL meeting respectively.</p> <p>Newsletters to be sent following the June 2023 formal meeting.</p>
8	Complaints reporting – Quarterly Update Reports	<p>Work required on a procedure to allow Committee members to ascertain and be assured that reported PSOW cases do not show any particular trend in poor behaviour. This process to preserve and respect (any of) the PSOW's requirements of confidentiality relating to these matters.</p>	<p>Complaints for Q1 and Q2 2022/2023 presented to SC members in December 2022 meeting.</p> <p>Complaints for Q3 2022/2023 sent to SC members in January 2023. Complaints for Q4 2022/2023 sent to SC members in April 2023. Q3 and Q4 complaint reports will be presented at formal SC meeting in June 2023.</p>
9	Standards Committee Observing work of Public Committees and full Council	<p>Following a decision that members of the Committee would undertake the role of observing proceedings at formal, public meetings of certain Committees of the Council (Scrutiny and Planning) and full Council meetings, it was communicated to the Group Leaders that this was now effective.</p> <p>Members of the Committee who wish to participate in this observation role are requested to volunteer so that a schedule can be drawn-up and responsibilities allocated accordingly.</p>	<p>Pro-forma report to be developed to ensure all issues recorded.</p> <p>Observation exercise undertaken September-December 2022. Details of the process included in full report to SC (below link).</p> <p>Informal meeting on 14/11/22 (observation of Council/Committee meetings – discuss findings to date)</p> <p>Informal meeting on 07/12/22 (observation of Council/Committee meetings – discuss presentation to GL meeting)</p> <p>Findings discussed with GL at a meeting on 08/12/22</p> <p>Formal meeting on 14/12/22. Full report available here</p> <p>Observations for Corporate Scrutiny Committee to continue. 4</p>

Enclosure 1 – Annual Report of the Standards Committee 2022/2023

			<p>members to attend meetings on 19/01/2023 (morning and afternoon).</p> <p>Informal meeting on 13/1/23 (discuss various matters including continuing with the observation of Corporate Scrutiny Committee meetings)</p> <p>Correspondence sent in relation to this issue including with GL.</p> <p>Decision made not to continue with any further observations in this exercise. To be reviewed in the future.</p>
10	Training for SC Members		<p>Discussions on-going with HR.</p> <p>Training to SC members on code of conduct 20/5/22.</p> <p>Agreed mandatory for members of SC to be</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ethics and Standards <input type="checkbox"/> GDPR <input type="checkbox"/> Cyber awareness <input type="checkbox"/> Introduction to Diversity and Equality <p>Available on Learning Pool.</p> <p>Also, Chairing meetings mandatory for Chairs and Vice Chairs of Committees. [SC suggestions and agreed by GLs].</p> <p>Code of Conduct training conducted for the two new TCC members of the SC (and extended invitation to other SC members too) on 15.02.2023.</p>
11	How to Complain	Consideration to be given as to how to publicise how to complain against elected members once it has been settled what the process will be for 'low-level complaints' following the Penn Review and WG's	<p>Penn report published. WG consultation open until end June 2023. This matter is to continue on 2023/2024 work programme.</p>

Enclosure 1 – Annual Report of the Standards Committee 2022/2023

		response.	
--	--	-----------	--

MATTERS ADDED TO THE WORK PROGRAMME AFTER THE SAME WAS APPROVED BY FULL COUNCIL IN SEPTEMBER 2023:

No	Items	Action	Actions undertaken during the period of the report
12	Dispensations	As and when applications arise	No applications during the period of the report
13	Members annual reports	Standards committee to encourage practice of completing annual reports	<p>Democratic services business manager to attended formal meeting on 14/12/2022.</p> <p>New HDS appointed January 2023.</p> <p>Ch and V-Ch of SC have presented this matter to the GLs on 16/03/2023.</p> <p>This matter was included in the CC's Newsletter.</p> <p>HDS to attend June 2023 meeting and discuss current work being done with annual reports.</p>
14	In-house training	In-house training to be recorded and made available to members	Not something that is currently available.
15	Appointment of Town and community councillors to sit on Standards committee	Applications invited through correspondence and newsletters	<p>Will be raised at Town and Community Councils forum in September.</p> <p>Closing date 30/9/22</p> <p>4 applications received. Applications and + ballot paper sent to the T&CC clerks on 6/10/2022 to be returned by 5pm 19/11/2022.</p> <p>Report presented to full Council for a decision on 6/12/22.</p> <p>Report presented to SC at its formal meeting on 14/12/22. Available here.</p> <p>Councillor Margaret Ann Thomas of Llangefni Town Council and Councillor Iorwerth Roberts of Bryngwran Community Council appointed.</p>
16	Town and Community Council forum	Chair and vice-chair to attend next forum meeting	Chair and Vice Chair attended the Forum Meeting on 8/9/22 and then on 27/2/23.
17	Training for Town and community Councils	To be provided by One Voice Wales	Invites sent out 12/8/22. Four training dates arranged in October with applications requested by 16/9/22.

Enclosure 1 – Annual Report of the Standards Committee 2022/2023

			<p>Final three dates (due to lack of interest at the registration stage by the TCCs): 4/10/2022 @ 2pm – Welsh 6/10/2022 @ 6.30pm – English 20/10/2022 @ 6.30pm – Welsh</p> <p>Report presented to SC at its formal meeting on 14/12/22. Available here.</p> <p>Matter given attention in the TCC's Newsletter. Ch and V-Ch attended a Forum meeting on 27/02/2023 so as to present the Newsletter / encourage TCC members to complete code of conduct training.</p>
18	Community Council A	Concerns of low level breaches of Code of Conduct received in relation to Council / Councillors at the Council.	Chair and Vice Chair attended two observation meetings and subsequently conducted a Review of the Register of Interests with the Clerk and Chair between October 2022 and March 2023.
19	Role description for Standards Committee Members	Welsh Local Government Association's Development Charter requires the adoption of role descriptions for elected and coopted members. Democratic Services Committee adopted new role descriptions.	Updated role descriptions online with links in each SC member's personal page on website.
20	National Standards Committee Forum	First meeting to be held on 8/12/2022. Chair to attend.	<p>First meeting took place on 27/01/2023. Chair attended and provided feedback to SC members via email/oral update following the Code of Conduct training in February 2023.</p> <p>Next Forum meeting in June 2023.</p> <p>To continue on the work programme for 2023/2024.</p>
21	Community Council B	Concerns of low level breaches of Code of Conduct received in relation to Council / Councillors at the Council.	<p>Observation meeting attended in February 2023 and an offer of Review of the Registers of Interests agreed for the Summer 2023.</p> <p>To continue on the work programme for 2023/2024.</p>
22	Community Council C	Concerns of low level breaches of Code of Conduct received in relation to Council /	Observation meeting attended in February 2023 and an offer of Review of the Registers of Interests offered, but not yet agreed, for the Summer 2023.

Enclosure 1 – Annual Report of the Standards Committee 2022/2023

		Councillors at the Council.	To continue on the work programme for 2023/2024.
23	Community Council CH	Concerns of low level breaches of Code of Conduct received in relation to Council / Councillors at the Council.	Observation meeting attended in April 2023. To continue on the work programme for 2023/2024.

DRAFT

Enclosure 2 – Annual Report of the Standards Committee 2022/2023

Proposed Work Programme for Standards Committee 2023/2024

No	Items	Action	Completed / Further Actions
1	The Standards Committee's Annual Report to full Council	<p>The Committee to begin consideration of and work on the next Annual Report ahead of their formal meeting in June 2023.</p> <p>The Committee to develop its annual report for 2023/2024 (and a proposed work plan for 2024/2025) at the end of the 2023/2024 term.</p>	<p>Draft 2023/2024 report considered at informal meeting on 26/05/2023.</p> <p>Work ongoing for presentation of the 2023/2024 report to Standards Committee meeting on 14/06/2023.</p> <p>Further work required in relation to the section dealing with Group Leaders in the 2023/2024 report and their new responsibilities. This will be subject to further discussion with the Standards Committee members prior to the report being presented to full Council.</p> <p>2023/2024 annual report to be presented to full Council in September 2023.</p>
2	Review of Local Resolution Protocol (LRP)	<p>Revised LRP for IOACC members accepted by the SC at its formal meeting on 14.12.22. Item included in the CC Newsletter.</p> <p>Work needed in relation to a LRP for the town and community councils, particularly in light of the number of cases where the Standards Committee has been asked to assist due to conduct/behavioural concerns.</p>	LRP for TCC members is an item on the Agenda for the next formal meeting of the SC in June 2023.
3	Offer and Provision of training to leaders of political groups. Need to decide:	Need discussion with political group leaders and democratic services.	Next National Standards Committees' Forum meeting in June 2023.

Enclosure 2 – Annual Report of the Standards Committee 2022/2023

No	Items	Action	Completed / Further Actions
	<ul style="list-style-type: none"> Who will deliver training Involvement of standards committee members. Involve senior officers? 	<p>These arrangements must be made at the start of each administration and training take place within 6 months of the election and be reviewed at least annually.</p> <p>Training for Group Leaders discussed at the National Standards Committee Forum. Any progress being made?</p>	
4	Communication with political group leaders	<p>Chair and Vice Chair to report at Group Leaders' meeting following every formal meeting of the Standards Committee.</p> <p>Further reporting / communication to be made as required.</p>	
5	Group Leader reporting duties and the process being followed	<p>Arrangement agreed as follows:</p> <p>(to be interested when known – Summer 2023)</p>	
6	Meetings	<p>Formal meetings in June and December 2023, and as required.</p> <p>Informal meetings may also be arranged, as required.</p>	
7	Newsletters following the formal meeting	<p>To continue to send Newsletters to (a) elected and co-opted members of this Council, and (b) town and community councillors.</p> <p>Need to consider relevant topics to be</p>	

Enclosure 2 – Annual Report of the Standards Committee 2022/2023

No	Items	Action	Completed / Further Actions
		included.	
8	Complaints reporting – Quarterly Update Reports	<p>Reports are sent to the Committee members quarterly. Reports are also included on the Committee's formal Agenda (bi-annual reporting).</p> <p>The report to the Committee discusses any particular trend in poor behaviour, though with the current level of complaints, no such pattern has been established. Need to continue to review this and ensure that the process preserves and respects (any of) the PSOW's requirements of confidentiality relating to these matters.</p>	
9	Training for SC Members	<p>Ensure all SC Members have completed all mandatory training.</p> <p>Arrange Mediation training.</p> <p>Arrange Dispensation training.</p> <p>Arrange any further training required, in consultation with the HR Training Manager.</p>	
10	How to Complain	Consideration to be given as to how to publicise how to complain against elected members once it has been settled what the process will be for	

Enclosure 2 – Annual Report of the Standards Committee 2022/2023

No	Items	Action	Completed / Further Actions
		'low-level complaints' following the WG's consultation into the Penn Review.	
11	Dispensations	As and when applications arise	
12	Members annual reports	Standards committee to continue to encourage practice of completing annual reports and work with the Head of Democratic Services in this matter.	
13	Appointment of new independent member to sit on Standards Committee	Applications process conducted via the Standards Committee's Selection Panel.	First Selection Panel meeting scheduled on 6 June 2023.
14	Town and Community Council forum	Chair and vice-chair to attend regular Forum meetings to present matters of interest from the Standards Committee to the TCCs.	To attend a Forum meeting after the June 2023 meeting.
15	National Standards Committee Forum	For the SC Chair to attend Forum meetings and provide feedback to Committee members.	Next meeting in June 2023.
16	Case reporting by the PSOW and the APW. Provide a summary and key learning points for Committee members.	<p>To provide reports at each formal Standards Committee meeting summarising the key points from the cases published by the PSOW and APW.</p> <p>To bring any points of learning to the attention of members of the County Council and/or the Town and Community Councils via the Newsletters.</p>	Included on the Agenda for the June 2023 meeting.
17	Training Plans by the Town and Community Councils	A request was made by the SC in its Newsletter in March	Report to be presented to SC meeting in June 2023.

Enclosure 2 – Annual Report of the Standards Committee 2022/2023

No	Items	Action	Completed / Further Actions
		<p>2023 for the TCCs to send a copy of their Training Plans to the attention of the SC by end May 2023.</p> <p>Encourage training offered by One Voice Wales.</p>	<p>How to proceed with this information?</p> <p>What about the TCCs that have not responded?</p> <p>Contact One Voice Wales for more information.</p>
18	Penn report / WG consultation on ethical matters	<p>Penn report published.</p> <p>WG's Consultation on the Penn report discussed at an informal meeting of the SC on 12.05.2023.</p> <p>Draft responses to the consultation presented to GLs by Chair on 08.06.2023.</p> <p>Item on the SC's formal meeting Agenda on 14.06.2023.</p> <p>Responses to consultation to be submitted by 23 June 2023.</p> <p>Further work needed when WG's response to the Consultation is published.</p>	
19	Appoint Chair and Vice Chair of Committee	Term of current Chair and Vice Chair ends on 05.02.2024	
20	Community Council B	Two members of the SC to conduct a Review of the Register of Interests and Code of Conduct related matters in the Council and provide feedback to the Council via the Chair.	
21	Community Council C	Two members of the	

Enclosure 2 – Annual Report of the Standards Committee 2022/2023

No	Items	Action	Completed / Further Actions
		SC to conduct a Review of the Register of Interests and Code of Conduct related matters in the Council and provide feedback to the Council via the Chair (if the Council agrees).	
22	Community Council Ch	Action to be taken following observation meeting in April 2023.	
23	Annual Discussions for the Standards Committee members.	The Chair will meet with the members and report any outputs that need to be arranged to the Monitoring Officer. The Chair will have a discussion with the Monitoring Officer.	
24	A Review of a sample of the County Council Members' Registers of Interests.	A desktop review of a sample of the Registers of Interests will be conducted by the independent members of the Standards Committee.	
25	Observation of the Council and its Committee meetings from time to time.	The Standards Committee members will attend meetings of the County Council or its Committees for observation if required, and, if appropriate will also provide feedback to the relevant Chair.	
26	Work with the Democratic Services Committee as it works on customer experience / hybrid meetings (as the Standards Committee reported following its Observation exercise during 2022/2023).	Assist the Democratic Services Committee as it considers the recommendations put forward by the Standards Committee.	
27	Support the Democratic Services Committee's work	Assist the Democratic Services Committee	

Enclosure 2 – Annual Report of the Standards Committee 2022/2023

No	Items	Action	Completed / Further Actions
	as it encourages County Council members' wellbeing.	as it leads on this work.	
28	Access to information about the Standards Committee on the County Council's website.	Take steps to ensure there is easy access to information about the Standards Committee on the Council's website.	

STANDARDS COMMITTEE NEWSLETTER TOWN AND COMMUNITY COUNCILLORS

2nd of September 2022 - Issue 4

INTRODUCTION

The Standards Committee would like to congratulate you all on your election or re-election as town / community councillors. The Standards Committee is here to support you in observing the code of conduct adopted by your council.

As you know, maintaining the highest levels of ethical behaviour is an essential part of your role in representing the public.

DECLARATIONS OF INTEREST

Local guidance has been issued to Councillors on declarations of interest and has been provided to your clerks*. In some circumstances it is possible to get special permission from the Standards Committee to take part in decisions, even if you have a prejudicial interest (as you know, this is a significant personal interest which means that you are not allowed to take part in discussion or voting). The special permission from the Standards Committee is called a dispensation and local guidance on how to apply for a dispensation has been provided to your clerks*. Please contact the Monitoring Officer for advice and support in submitting any application you may wish to make.

*The Monitoring Officer would be glad to provide further copies on request.

ADJUDICATION PANEL FOR WALES

- Serious breaches of your code of conduct are decided by the Adjudication Panel for Wales, which is a tribunal hearing its cases in public.
- These cases are reported in full on the Adjudication Panel's website and the link is [here](#)
- If you would prefer a summarised version of these cases they are reported to the Standards Committee and the link to the most recent summary considered by the Standards Committee is [here](#).

MEMBER DEVELOPMENT

- It is part of the role of the Committee to provide training for you on your code of conduct.
- So, we have written to all clerks to offer remote training sessions, of 1.5 hours duration, on the following alternative dates:

Tuesday 4th October @ 2pm - Welsh
Thursday 6th October @ 6.30pm - English
Tuesday 18th October @ 2pm - English
Thursday 20th October @ 6.30pm - Welsh

- Numbers are limited, so if you are able to attend one of the sessions then please let your clerk know as soon as possible.

THE NOLAN PRINCIPLES

When you signed your acceptance of office to become a Councillor you also agreed to uphold the principles of conduct in public life. These are also commonly known as the Nolan Principles and, in Wales, consist of the following:

- Selflessness
- Honesty
- Integrity and propriety
- Duty to uphold the law
- Stewardship
- Objectivity in decision-making
- Equality and respect
- Openness
- Accountability
- Leadership

AND FINALLY.....

The Standards Committee needs 2 representatives from town / community councils to sit on the Committee. Requests have been sent to the town and community council clerks with a deadline for response by the end of September 2022. If your council has yet to discuss this request, we ask that you please do so, and consider submitting a nomination. The relevant application form has been provided to every clerk.

If more than two candidates are nominated, a postal ballot process will follow.

Also, please advise your clerks if you wish to attend any of the training sessions mentioned above.

A reminder that the local Town and Community Councils' Forum is due to take place on the 8th September 2022.

Please ensure that your council is represented.

The Standards Committee's Annual Report will be considered by the County Council on 29th September and will be available to you on the County Council's Website.

INFORMAL GOVERNANCE REVIEWS

The Committee carries out governance reviews of some town/community councils, looking at undertakings, declarations of interest, minutes and training records. When the committee intends to conduct reviews of this kind we shall contact the relevant clerks in advance. We are most grateful to your clerks for the assistance they have provided to us in the past.

- Each council which is reviewed will receive written feedback and any recommendations, to be considered by all members of the council, but on an informal basis
- General and anonymised feedback will also be provided to all councils, including any recommendations and the sharing of good practice. We shall ask that this feedback be shared at a formal meeting of every council

MONITORING CONDUCT

The Committee also intends, from time to time, to send two of its members to monitor conduct at some public meetings of town/community councils.

We hope to accomplish this remotely and we shall contact the relevant clerks in order to make the arrangements.

The Committee members will provide early feedback to the chair and the clerk; and may produce general findings to be circulated to all councils.

These monitoring arrangements will begin to take place in 2023.

NEW LEGAL DUTIES ON TOWN/COMMUNITY COUNCILS

Under the Local Governance and Elections (Wales) Act 2021 town and community councils must now:

- Produce an annual training plan for its councillors and staff, with the first plan being required within 6 months of the last local government election on the 5th May 2022. The annual training plan is a document that will be requested by the Committee when it carries out its reviews.
- Publish an annual report, as soon as reasonably practicable, after the end of each financial year.
- [One Voice Wales](#) is supporting its members to comply with the new legislation.



STANDARDS COMMITTEE NEWSLETTER TOWN AND COMMUNITY COUNCILLORS

March 2023 - Issue 4

INTRODUCTION

The Standards Committee is here to support you in observing the Code of Conduct adopted by your Council.

As you know, maintaining the highest level of ethical behaviour is an essential part of your role in representing the public.

YOUR REPRESENTATIVES ON THE STANDARDS COMMITTEE

Following a postal ballot process, Councillor Iorwerth Roberts from Bryngwran Community Council and Councillor Margaret Thomas from Llangefni Town Council have been selected to represent the town and community councils on the Standards Committee. Congratulations to both and thanks to all councils that took part in the process.

LOCAL COMPLAINTS

The Standards Committee is pleased with the low numbers of complaints being sent to the Ombudsman in relation to allegations of breaches of the Code of Conduct by both county and community councillors in Anglesey.

PUBLIC SERVICES OMBUDSMAN FOR WALES (PSOW) AND ADJUDICATION PANEL FOR WALES (APW) CASES

Allegations of breaches of the Code of Conduct are investigated by the PSOW. The PSOW publishes limited information of the cases that are referred to her office on the website. The PSOW will, in the most serious matters, refer cases to be decided by the APW.

These cases are reported in full on the PSOW's website and are available here and on the APW's website and available here.

Summarised versions of these cases are reported to the Standards Committee (SC) and the link to the PSOW summary considered by the SC is here and the APW summary considered by the SC is here.

Key themes that arise include:

- The newly appointed PSOW (in the role since 1.4.22) continues to use the two stage test when considering allegations of breaches of the Code of Conduct (1.) Is there evidence of a breach of the Code? and (2.) Is it in the public interest for the matter to be investigated?
- The importance of completing training on the Code of Conduct, for both members and clerks in the town and community councils.

TRAINING

- Producing an annual training plan for both councillors and staff is now a requirement under the Local Government and Elections (Wales) Act 2021; the first plan was required within 6 months of the local government election on 5 May 2022.
- The Standards Committee would like to see your training plan. Please send to medwenjones@ynysmon.llyw.cymru by 31 May 2023. The matter will be discussed by the Standards Committee at its June meeting.
- The Standards Committee considered that the number of attendees at the recent Code of Conduct training in October 2022 was disappointing. Of the 90 spaces available, only 37 completed the training on the Code. There were no clerks or members from 29 of the 40 town and community councils on Anglesey present.
- The PSOW and the APW encourage members and clerks to undertake Code of Conduct training.
- Should you breach the Code, failure to have undertaken training on the Code would be considered an aggravating factor when the issue of sanction was considered by the Standards Committee or the APW.

THE NOLAN PRINCIPLES

The last edition of the Newsletter provided some detail about the principles of conduct in public life. Should you wish to review these again, please follow this link.

DISPENSATIONS

It is possible for members to get special permission from the Standards Committee to take part in decisions when that member has a prejudicial interest under the Code of Conduct. A local guidance on how to apply for a dispensation has been provided to your clerks*. Please contact the Monitoring Officer for advice and support in relation to any application you may wish to make.

* The Monitoring Officer would be glad to provide a further copy on request.

WALES NATIONAL STANDARDS COMMITTEE FORUM

An All-Wales Forum for standards committee chairs has been created. This will be an opportunity for sharing good practice and problem solving amongst the 28 authorities required to have a Standards Committee in Wales. Any key messages from the Forum will be shared with you.

AND FINALLY:

The Standards Committee held a formal meeting on 14/12/2022 and should you wish to look at the items/reports considered at that meeting, please follow this link.

If you require any assistance, or further information, please contact the Monitoring Officer on lynnball@ynysmon.llyw.cymru



STANDARDS COMMITTEE NEWSLETTER

ISLE OF ANGLESEY COUNTY COUNCIL

INTRODUCTION

The [Standards Committee](#) would like to congratulate you all on your election or re-election to the County Council. The Standards Committee is here to support you in observing your [Code of Conduct](#). As you know, maintaining the highest levels of ethical behaviour is an essential part of your role in representing the public.

DECLARATIONS OF INTEREST

Local guidance has been issued to Councillors on declarations of interest and the link is [here](#). In some circumstances it is possible to get special permission from the Standards Committee to take part in decisions, even if you have a prejudicial interest (as you know, this is a significant personal interest which means that you are not allowed to take part in discussion or voting). The special permission from the Standards Committee is called a dispensation and local guidance on how to apply for a dispensation is available [here](#). Please contact the Monitoring Officer for advice and support in submitting any application you may wish to make.

ADJUDICATION PANEL FOR WALES

- Serious breaches of your Code of Conduct are decided by the Adjudication Panel for Wales, which is a tribunal hearing its cases in public.
 - These cases are reported in full on the Adjudication Panel's website and the link is [here](#)
- If you would prefer a summarised version of these cases they are reported to the Standards Committee and the link to the most recent summary considered by the Standards Committee is [here](#)

LOCAL RESOLUTION

The Standards Committee believes in early intervention, and mediation, to resolve issues whenever possible. To this end the Committee is developing a new Local Resolution Protocol, to involve the Group Leaders, and this will be circulated to all Councillors in due course.

THE NOLAN PRINCIPLES

When you signed your acceptance of office to become a Councillor you also agreed to uphold the principles of conduct in public life. These are also commonly known as the Nolan Principles and, in Wales, consist of the following:

- Selflessness
- Honesty
- Integrity and propriety
- Duty to uphold the law
- Stewardship
- Objectivity in decision-making
- Equality and respect
- Openness
- Accountability
- Leadership

MONITORING CONDUCT

- Members of the Standards Committee will attend occasional meetings of the Council / its Committees to assess compliance with standards of conduct
- Early feedback will be provided to Committee Chairs
- Quarterly feedback will be provided to Group Leaders

MEMBER DEVELOPMENT

- It is mandatory for Councillors to undertake training on the Code of Conduct.
- A session took place on 20th May 2022 and the training materials were circulated to all Councillors
- However, any Councillors who were unable to attend are advised to undertake the "Ethics and Standards" module on the Council's Learning Pool. This link is [here](#)

NEW LEGAL DUTIES ON THE STANDARDS COMMITTEE

- The Standards Committee is now required to monitor the Group Leaders in carrying out their statutory duty to promote and maintain high standards of conduct by Councillors in their groups.
- To ensure training for Group Leaders on the exercise of their ethical standards duty
- The Standards Committee is required to submit an annual report to Council. The first statutory report from the Standards Committee will go to Council on 29 September 2022 and will be available on the Council's website

AND FINALLY.....

The Standards Committee needs 2 representatives from Town/ Community Councils to sit on the Committee. Requests have been sent to the Town and Community Council Clerks with a deadline for response by the end of September 2022. So far, only one nomination has been received so we would ask that you please remind the Community Councils of which you are members / which you regularly attend, to consider submitting a maximum of one nomination each. If more than two candidates are nominated, a postal ballot process will follow.

If you require any assistance, or further information, please contact the Monitoring Officer on lynnball@ynysmon.llyw.cymru



STANDARDS COMMITTEE NEWSLETTER

COUNTY COUNCILLORS

INTRODUCTION

The Standards Committee is here to support you in observing the Code of Conduct for members. As you know, maintaining the highest level of ethical behaviour is an essential part of your role in representing the public.

ANNUAL REPORTS

The Standards Committee encourages all elected members to complete an Annual Report, detailing the work and training you have undertaken during your year as a member of this Council from 01.04.22-31.03.23. There is a template for your use and it is available [here](#).

DISPENSATIONS

It is possible for members to get special permission from the Standards Committee to take part in decisions when that member has a prejudicial interest under the Code of Conduct. A local guidance on how to apply for a dispensation is available [here](#). Please contact the Monitoring Officer for advice and support in relation to any application you may wish to make.

MONITORING CONDUCT

As part of its work programme, members of the Standards Committee have attended meetings of (a) the Council, (b) the Planning and Orders Committee, (c) the Corporate Scrutiny Committee and (d) the Partnership and Regeneration Scrutiny Committee to monitor standards of conduct. The Standards Committee takes this opportunity to thank you for your welcome. Verbal feedback has been provided to committee chairs, Group Leaders' meeting and the Scrutiny Committees' Chair and Vice-Chair Forum. A link to the full list of recommendations made by the Standards Committee can be seen [here](#).

WALES NATIONAL STANDARDS COMMITTEE FORUM

Following a recommendation made in the Penn report, an all-Wales Forum for standards committee chairs has been created. This will be an opportunity for sharing good practice. Any key messages from the Forum will be shared with you.

TRAINING FOR MEMBERS

You are encouraged to complete any training which assists you in your role as members of the IOACC. Training is intended to empower and to make you as effective as possible in your role. Chairs and vice chairs of the Council and its committees are strongly encouraged to complete the Chairing Skills module.

If you have not yet undertaken recent Code of Conduct training, the Standards Committee urges you to do so.

All modules are available on Learning Pool, the link is [here](#). For instructions on how to access Learning Pool follow this [link](#).

When you have completed any training in your role as member, remember to include details of that training on your profile page on the website. For details on how to do this follow this [link](#).

If you need details of your corporately completed training, please contact CefnogaethAelodauEtholedig@ynysmon.llyw.cymru

LOCAL COMPLAINTS

The Standards Committee is pleased with the low numbers of complaints being sent to the Ombudsman in relation to allegations of breaches of the Code of Conduct.

AND FINALLY

The Standards Committee held a formal meeting on 14/12/2022 and should you wish to look at the items/reports considered at that meeting, please follow this [link](#).

If you require any assistance, or further information, please contact the Monitoring Officer on lynnball@ynysmon.llyw.cymru

PUBLIC SERVICES OMBUDSMAN FOR WALES (PSOW) AND ADJUDICATION PANEL FOR WALES (APW) CASES

Allegations of breaches of the Code of Conduct are investigated by the PSOW. The PSOW publishes limited information of the cases that are referred to her office on the website. The PSOW will, in the most serious matters, refer cases to be decided by the APW.

These cases are reported in full on the PSOW's website and are available [here](#) and on the APW's website and available [here](#).

Summarised versions of these cases are reported to the Standards Committee (SC) and the link to the PSOW summary considered by the SC is [here](#) and the APW summary considered by the SC is [here](#). Key themes that arise include:

- The newly appointed PSOW (in the role since 1.4.22) continues to use the two stage test when considering allegations of breaches of the Code of Conduct by members: (1.) Is there evidence of a breach of the Code? and (2.) Is it in the public interest for the matter to be investigated?
- The importance of completing training on the Code of Conduct.

THE NOLAN PRINCIPLES

The last edition of the Newsletter provided some detail about the principles of conduct in public life. Should you wish to review these again, please follow this [link](#).

LOCAL RESOLUTION PROTOCOL

An amended local resolution protocol has been adopted following consultation with members. A copy is available [here](#).

MEET THE MEMBERS OF THE ISLE OF ANGLESEY COUNTY COUNCIL'S STANDARDS COMMITTEE



CYNGOR SIR
YNYN Môn
ISLE OF ANGLESEY
COUNTY COUNCIL

Two new members have recently been appointed to the Standards Committee; whilst introducing them, it also seems an appropriate time to provide you with information on all the members that collectively form the Isle of Anglesey County Council's Standards Committee – so that you may put faces to those behind the bi-annual Standards Committee Newsletters.

There are 9 members on the Standards Committee: five are independent members who have been co-opted following a statutory process; two are elected by the local town and community councillors as the town and community council representatives; and two are selected from amongst the elected members on the county council.

JOHN ROBERT JONES Independent Member Chair



John was co-opted to the SC in 2017, a year after his retirement as Chief Officer at Medrwn Môn, the independent agency which provides advice and support to voluntary organisations and community groups.

A Welsh-speaker, John was born and brought up on Anglesey and continues to live on the island with his family.

"I was elected Chair of the SC in 2020 and the Standards Committee continues to work proactively with County Council elected members and co-opted members as well as the town and community councillors in maintaining the highest possible standards of behaviour".

You may contact the Chair on
John.Jones@ynysmon.llyw.cymru



RHYS DAVIES Independent Member Vice-Chair

Rhys was elected Vice-Chair shortly after his appointment to the SC in 2019.

Having studied dentistry in Cardiff, he returned to his native Anglesey to work as a dentist for over 30 years, until his retirement in 2015.

"I've enjoyed the experiences I've had since becoming an SC member. I am happy to contribute to assisting members to conform with their Code of Conduct duties so as to ensure decisions are made with transparency and members act with integrity".



CELYN MENAI EDWARDS Independent Member

A qualified barrister, Celyn currently works as the Chief Executive of the Isle of Anglesey Charitable Association, having worked previously for the Welsh Parliament. Her appointment on the SC in 2019 followed her return from Cardiff to Anglesey with her family.

SHARON WARNES Independent Member



Having begun her career as a secondary school teacher, Sharon then worked in further education before working for over 30 years in local government.

In addition to her role on the SC since 2019, she is a lay member of Gwynedd Council's Audit Committee and Chair of Snowdonia National Park's Standards Committee.



GILL MURGATROYD Independent Member

Gill is a Fellow of the Chartered Institute of Personnel and Development and is currently the director of her own HR and organisation development consultancy business in North Wales, based at her Llandudno home.



MARGARET THOMAS Town and Community Council Representative

Margaret has been a member of Llangefni Town Council for 23 years and has been Town Mayor five times during that time. She represents the Town Council at Regional Meetings of One Voice Wales and the area committee.

She has lived on Anglesey all her life and continues to reside on the family farm, following on from her parents.

for several years. Margaret was appointed to the SC in December 2022.

"I'm looking forward to using my experience as a Town Councillor to assist the Standards Committee with its role in maintaining high levels of conduct by elected and co-opted members in Anglesey".



IORWERTH ROBERTS Town and Community Council Representative

Iorwerth has been a member of Brynwgwrn Community Council since 1997 and, for the last 22 years, has been the Chair of the Community Council.

He worked more than 30 years in the construction industry, including as an accredited tutor and assessor.

Iorwerth was first appointed to the SC in 2017 and has recently been appointed for a second term.

"I hope my experience as a community councillor can assist the committee when it discusses behavioural matters, particularly when they involve community councillors. If I can stress one thing to current councillors, it is that training is vital, particularly on the Code of Conduct."

TREFOR LLOYD HUGHES County Council Representative



Trefor is a member of Plaid Cymru – The Party of Wales and represents Ynys Gybi on the County Council. He was appointed to the SC following the election in May 2022; this will be his second term on the Committee.

DAFYDD RHYS THOMAS County Council Representative



Dafydd is a member of Y Grŵp Annibynnol - The Independent Group. He was appointed on the SC following the election in May 2022; this will be his second term on the Committee and represents Ynys Gybi on the County Council.

The Standards Committee is here to support you in observing the Code of Conduct adopted by your Council. As you know, maintaining the highest level of ethical behaviour is an essential part of your role in representing the public.

For more information about the Committee's work for the year, please review the Work Programme for 2022/2023 in the SC's annual report.

Should you have any queries in relation to the Standards Committee's work, please contact the Monitoring Officer on lynnball@ynysmon.llyw.cymru

The Standards Committee's Annual Report and the new Group Leaders' duty



CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

1. Under the Local Government and Elections (Wales) Act 2021, political Group Leaders now have duties in relation to standards of conduct. A leader of a political group must (a) take reasonable steps to promote and maintain high standards of conduct by the members of the group and (b) cooperate with the Council's Standards Committee in the exercise of its functions.
2. Group Leaders who fail to comply with the duty maybe regarded as bringing their office into disrepute, in breach of the Code of Conduct for Members.
3. In addition, the 2021 Act places a duty on Standards Committees to make an annual report to their council as soon as reasonably practicable after the end of each financial year (1 April-31 March). The report must be considered by the relevant council before the end of 3 months beginning with the day on which the council receives it.
4. The Standards Committee's annual report must include an assessment of the extent to which Group Leaders have complied with their duties (paragraph 1 above). The Standards Committee requires information from the Group Leaders in order to do this.
5. Having regard to the requirements in the 2021 Act, a template report has been drafted to assist Group Leaders and remind them of the matters to be covered in their reports to the Standards Committee. This template is included in **Appendix 1**.
6. The template does not ask, and should not include, details of individual cases. The report focuses on the type of action which has been taken in relation to each matter.
7. Group Leaders are asked to produce these reports once a year; however, if issues of importance arise during the year, Group Leaders should consult with the Monitoring Officer, who will inform the Chair of the Standards Committee.
8. Completed forms are to be forwarded by Group Leaders to the Monitoring Officer **by 30 April** in each year. The Monitoring Officer will report to the Standards Committee.
9. The Standards Committee will arrange to meet with each Group Leader in private to discuss their reports **during May**.
10. The Standards Committee will use appropriate information from the Group Leaders' reports to inform its annual report to Council. The Committee's annual report will contain a short summary of the steps taken to fulfil the duty, its opinion on whether what has been done is sufficient and any future pieces of work that might be undertaken etc.
11. The Standards Committee will discuss its draft annual report to Council at its formal committee meeting in June. During this meeting the Standards Committee will agree on its findings arising from the Group Leaders' reports and will also confirm in that public forum the identity of any Group Leader who has failed to submit a completed report.
12. The Committee's annual report will be presented to full Council at the next available full Council meeting after the Standards Committee's June meeting.
13. Unaffiliated members (sitting outside a group) will also need to be briefed in the same way as Group Leaders so as to ensure high standard of conduct are maintained by all members, though they would not be expected to produce a report in this way.

Generally (excluding Code of Conduct – dealt with under separate heading):

- **Cyber Security**
- **Safeguarding**
- **Data processing (GDPR)**
- **Equalities**

In addition to:

- **For all Chairs and Vice-Chairs of Council and its Committees:**
 - **Chairing Meetings**
Required on being elected as Chair / Vice-Chair and every two years if re-elected.
- **The relevant training required for a member of a particular Committee including:**
 - **Planning Committee**
 - **Licensing Committee**
 - **Governance and Audit Committee**
 - **Appointments Committee**

Members must complete and repeat the required mandatory training in accordance with details published by the Council.

This section of the report is to be completed in your own words.

There is ***no need to include all the information listed below***. The matters which follow are included as examples of the type of information that you may wish to consider including as part of your response.

Personal commitment:

- demonstrated personal commitment by attending relevant development or training around equalities and standards;
- setting an example by demonstrating the principles of conduct in public life (see **Appendix 4**);
- used your influence to promote a positive culture;
- promoted a culture within the group which supports high standards of conduct and integrity;
- addressed issues as soon as they arose;
- promoted civility and respect within group communications and meetings and in formal meetings of the Council;
- worked to implement any recommendations from the Standards Committee about improving standards;

Encouraging group members:

- encouraged group members to attend relevant development or training, particularly around equalities and standards;
- ensured nominees to a committee had received the recommended training for that committee;

Co-operation with others:

- promoted informal resolution procedures, and worked with the Standards Committee and Monitoring Officer to achieve local resolution;
- attended a meeting of the Council's Standards Committee if requested to discuss Code of Conduct issues;
- attended meetings with the Monitoring Officer and/or other Group Leaders as necessary to discuss matters of conduct;
- worked together with other Group Leaders to collectively support high standards of conduct within the Council;

- Selflessness
- Honesty
- Integrity and Propriety
- Duty to uphold the law
- Stewardship
- Objectivity in Decision making
- Equality and respect
- Openness
- Accountability
- Leadership