

<b>The Isle of Anglesey County Council</b>	
Report to:	Anglesey Council
Date:	26 October 2023
Subject:	Participation Strategy
Portfolio Holder(s):	Councillor Carwyn Jones
Director / Head of Service:	Carys Edwards
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Local Member:	Not applicable

A – Recommendation / Recommendations and Reason / Reasons
<p><b>1.1</b> Under the Local Government and Elections (Wales) Act 2021, local authorities in Wales must release a Participation Strategy which notes how local people will be encouraged to take part in the Council's decision-making process.</p> <p><b>1.2</b> This Strategy outlines Anglesey County Council's aim to encourage people to take part in the Council's business and decision-making process, and to build on the success that the Council has achieved in engaging with residents as recognised by Audit Wales in their review of governance in determining changes where they note – "The Council has clear procedures that encourage stakeholders to be involved in decision-making processes and is actively reinforcing its engagement arrangements"</p> <p><b>1.3</b> In this strategy, we have sought to explain how our participation objectives will make a real difference to how we engage with the people of Anglesey.</p> <p><b>1.4</b> This strategy is a living document and will be regularly reviewed and updated and will build on our successes to date entrenching the expectation of the above act together with the expectation of the well-being and future generations act further. It is expected that the strategy will change over time as good practice continues to be developed and further technological advances are made.</p> <p><b>1.5</b> The report describes the consultation exercise that was held with Council officers from 31 July until 27 August, which is a four-week period.</p> <p><b>1.6</b> Its purpose was to collect stakeholders' opinions on the Public Participation Strategy so that the feedback would contribute to the Strategy.</p> <p><b>1.7</b> See the conclusions from the consultation:</p> <ul style="list-style-type: none"> <li>• There were 84 responses to the online consultation of which 28 were complete.</li> <li>• 65% of respondents responded through the medium of English, while 35% responded through the medium of Welsh.</li> <li>• The survey results were as follows –</li> <li>• 96.4% of respondents agreed with the ways of participating recognised in the strategy.</li> <li>• 92.9% of respondents agreed with the different ways individuals can participate..</li> </ul>

- 92.9% of respondents agreed with the intention of providing feedback to those taking part in any participation.
- A very high percentage of respondents agreed with the content of the Strategy which shows support for the Strategy and the intention to review it regularly.

**1.8** It is recommended that the Council:

- 1.8.1** Adopts the Public Participation Strategy, that it is a live document, and it will be reviewed and updated regularly and will continue to build on our success thus far.
- 1.8.2** Authorise the Head of HR and Transformation Profession in consultation with the Portfolio Holder - Corporate and Customer Experience to prepare the final document in line with the corporate format before uploading the document on the Council's website.

**B – What other options did you consider and why did you reject them and/or opt for this option?**

Not applicable

**C – Why is this a decision for the Executive?**

The Public Participation Strategy will be part of the Council's Constitution, and therefore the approval of the strategy will be a matter for the full Council. The draft Public Participation Strategy was presented to the Executive for its opinion before being presented to the full Council on 26 October 2023.

**Ch – Is this decision consistent with policy approved by the full Council?**

Yes

**D – Is this decision within the budget approved by the Council?**

Yes

**Dd – Assessing the possible effects (if relevant):**

1	How does this decision impact on our long term needs as an Island?	The Public Participation Strategy outlines the response to the Council's consultation process which shows the opinions of stakeholders on the draft Strategy.
2	Is this a decision which it is envisaged will prevent future costs / dependencies on the Authority. If so, how:-	The draft Strategy includes a number of ways in which Anglesey residents currently participate in the Council's decisions.
3	Have we been working collaboratively with other organisations to come to this decision, if so, please advise whom?	Yes. The Council has worked with external organisations as noted in the Public Participation Strategy. Note some of them

		below: Medrwn Môn, Tenants Forum, Older People's Forum, Leisure Users Forum, School Councils, local radio.
4	Have Anglesey citizens played a part in drafting this way forward, including those citizens that would be directly affected by the decision? Explain how.	The participation that Anglesey residents have in the Council's decisions is noted in the Public Participation Strategy.
5	Note any possible effects this decision will have on the groups that are protected under the 2010 Equalities Act.	The Public Participation Strategy encourages residents from all backgrounds on Anglesey to contribute to the Councils decisions. Therefore, it will not have a negative effect on the groups protected under the 2010 Equalities Act.
6	Is this a strategic decision, note any possible effects that the decision would have on those who experience socio-economic disadvantage.	Putting the Strategy in place would lead to including more people on Anglesey in the Council's decisions, including those that cannot afford to be online and the benefits that come with that.
7	Note any possible effects that this decision would have on opportunities for people to use the Welsh language, and not to treat the Welsh language less favourably than English.	The Public Participation Strategy encourages Anglesey residents, whatever their linguistic background, to contribute to the Council's decisions. Therefore, it will not have a negative effect on opportunities for people to use the Welsh language and not to treat the Welsh language less favourably than English.

E – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	Their comments have been incorporated in the report
2	Finance / Section 151 (mandatory)	Their comments have been incorporated in the report
3	Legal / Monitoring Officer (mandatory)	Their comments have been incorporated in the report
4	Human Resources (HR)	Their comments have been incorporated in the report
5	Property	Not applicable
6	Information Technology (IT)	Not applicable
7	Procurement	Not applicable
8	Scrutiny	To be reviewed by the Partnership and Regeneration Scrutiny Committee at its meeting on October 17, 2023.
9	Local Members	Not applicable as this Strategy is for Anglesey

F - Appendices:
A. Public Participation Strategy

Ff – Background papers (contact the author of the Report for more information):

Local Government and Elections (Wales) Act 2021



CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

# PUBLIC PARTICIPATION STRATEGY 2023 – 2028

Version 0.8

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## Foreword



As the re-elected Council Leader, I am proud to introduce Anglesey Council's public participation strategy. The strategy outlines our diverse approaches to public participation and focuses on how our communities get involved in the decision-making processes to work alongside us in shaping our communities.

As a Council, we are here to serve our residents and stakeholders. We know that policies and changes have an impact on our residents' lives, and the lives of their friends and family. We actively encourage you and will support you to get involved and have your say because everyone deserves the opportunity to contribute and be empowered to take part in the decision-making journey.

**Councillor Llinos Medi**

**Leader - Isle of Anglesey County Council**

## Introduction

The Isle of Anglesey County Council is committed to working with its residents, communities, organisations, trade unions and stakeholders, to encourage active participation in the Local Government decision-making processes.

Under the Local Government and Elections (Wales) Act 2021, local authorities in Wales must publish a Participation Strategy which notes the ways that local people are encouraged to participate in the Council's decision-making process.

This Strategy outlines the Isle of Anglesey County Council's aim of encouraging people to participate in the Council's business and decision-making process and to build on the success the Council has had in participating with residents. In this strategy, we have attempted to explain how our objectives in terms of participation will make a genuine difference to the way we engage with people of Ynys Môn. This strategy is a live document and will be reviewed and updated regularly and will build on our successes to date.

It is expected that the strategy will change over time as good practices continue to be developed and as further technological advances are made.

The Council Plan 2023-2028 was adopted by the full Council in March 2023 and this Strategy reflects the Values contained in the Plan. The Public Participation Strategy outlines the many ways in which the Council engages and **collaborates** with stakeholders treating them with **respect** and being **honest** with them. This will help **promote the Council and the island**.

## 1. Participation

### 1.1 What is public participation and why is it important?

Public participation describes any form of communication or involvement with our communities and stakeholders in problem solving or decision-making processes.

The National Principles of Public Engagement in Wales, produced in 2011 under the guidance of the Participation Cymru Advisory Panel and reviewed and republished in 2022, uses the following working definitions:

#### Engagement

An active and participative process by which people can influence and shape policy and services that includes a wide range of different methods and techniques (including consultation, participation, and co-production and involvement).

An example of this is how we engage in communities through our Place Shaping agenda. The Council in partnership with Medrwn Môn continues to drive to create community led alliances. These alliances bring together community groups, individuals, volunteers, town and community councils, local businesses and anyone interested in working together to make the areas that they live and work in more independent and resilient.

#### Consultation

A formal process by which policy makers and service providers ask for the views of interested groups and individuals on specific policies, actions, or interventions.

An example of this is the consultation on the Modernising Learning Communities and Welsh Development Strategy. Meetings with pupils in the County's primary, secondary and special schools were held to seek the pupils' view which will be included in the report on the Strategy. This in turn could affect the decisions made regarding Learning matters in the future.

## **Participation**

People being actively involved with policy makers and service planners from an early stage of policy and service planning and review, to shape and influence the outcomes and decisions. For example, a survey was conducted between 29<sup>th</sup> July to the 26<sup>th</sup> of August 2022 regarding making improvements to the 2023/24 Green Waste Subscription service by asking questions about customers experience when subscribing. The survey received **3,246** responses

## **Co-production**

When people who provide and deliver services, and people who access and receive services, share power and responsibility, and work together for mutual benefit in equal, reciprocal, and caring relationships. It enables people to access relevant and meaningful support when they need it, services to be effective and make a positive difference in people's lives, and people, services, and communities to become more effective agents of change.

## **Involvement**

This requires organisations to be open to influence from citizens and stakeholders, moving to a culture of 'working with' rather than 'doing to'. In contrast to consultation, involvement approaches work with people at earlier stages, such as helping to identify issues and potential solutions, and being supported to remain involved right throughout design, implementation, and evaluation processes.

These may be issues that interest or impact on our communities or their friends and family and in turn, this involvement helps us make decisions based off their thoughts and feelings.

For the Council to make the best decisions possible for current and future generations, and for our policies and decisions to positively influence our communities and stakeholders lives or the lives of their friends and family we need to:

- Inform and involve through engagement activities
- Listen and consult by asking the relevant questions at the most opportune time
- Empower and delegate by supporting stakeholders to take responsibility
- Co-produce and deliver services by sharing decision making and maintaining relations

To be pragmatic in our approach, we propose to involve and engage everybody to the point where they can be involved to show that we are listening to feedback. The Council may not always go forward with the public's preferred option but when we don't, we need to be clear and transparent, and explain why not. Engagement and / or consultation does not mean that we agree with every comment expressed. The Council must always act within restrictions such as the law and financial restrictions.

This will provide the methodology so that residents can tell us what they think and have an opportunity to influence how decisions are made. Information provided will be analysed and brought to the attention of our decision-making committees where relevant.

We don't want to stop there though, we want to actively engage with people on matters that we and you feel are important, this will help us gather as much information as possible to shape our ideas and plans so that our citizens and stakeholders are at the forefront of any decision we make, empowering us all to make decisions together.

### **1.2 Statutory and non-statutory differentiation**

The difference between a statutory and non-statutory consultation is that statutory means it must be done by statute or by law. Non-statutory does not have to be done by law and so is voluntary and the Council can choose to undertake voluntary consultations as well.



As a Council, and as noted above, we follow the National Principles for Public Participation<sup>1</sup> which provide guidance to encourage good quality, consistent engagement activity with service users and the general public.

The benefits of involving our communities are clear and **we believe that decisions made with community involvement are more durable and last longer if there is real citizen buy-in.**

## 2. Decisions

### 2.1 Current way of working

The Isle of Anglesey County Council operates a joint Engagement and Consultation Board with third sector representatives. The Board aims to establish a consistent, fit for purpose and effective approach to engagement and public consultations across the Council's services so that the public's needs are met in the most efficient and effective manner as possible.

The Board sets out the processes the Council has put in place to ensure we meet the requirements to 'embed and deliver a culture of partnership with the public and third sector organisations. To build this culture of partnership and for the public to have confidence in the Council's commitment to encourage and act on their views'.

The Board aims to support staff and senior officers to ensure that we are achieving maximum participation across all activities, which help us make better and fully informed decisions. The Board members work to realise the above through a collective commitment to:

- improve the quality of services,
- make better use of resources and
- meet the needs of communities more effectively.

The Council currently allows for public participation in many ways – these are outlined in Table 1.

### 2.2 How the Council works

The Council's various committees are outlined in Diagram 1

The Council is composed of 35 elected Councillors who represent 14 electoral divisions. Councillors are democratically accountable to residents of their electoral division. The overriding duty of Councillors is to the whole community, but they have a special duty to their constituents, including those who did not vote for them. All Councillors meet as the Council. Meetings of the Council are normally open to the public. Here Councillors decide the Council's overall policies and set the budget each year.

The Executive is the part of the Council which is responsible for taking most of the major decisions. The Executive is made up of a Leader, who is appointed by the Council, and up to 8 other Councillors appointed by the Leader. The business to be considered by the Executive, Scrutiny Committees and the Council is published in the forward work programme. Meetings of the Executive, Scrutiny Committees, the Council and other Committees are open for the public to attend except where personal or confidential matters are being discussed, as defined by the law. The Executive must make decisions which are in line with the Council's overall policies and budget. If it wishes to decide on a matter which is outside the budget or policy framework, this must be referred to the Council as a whole.

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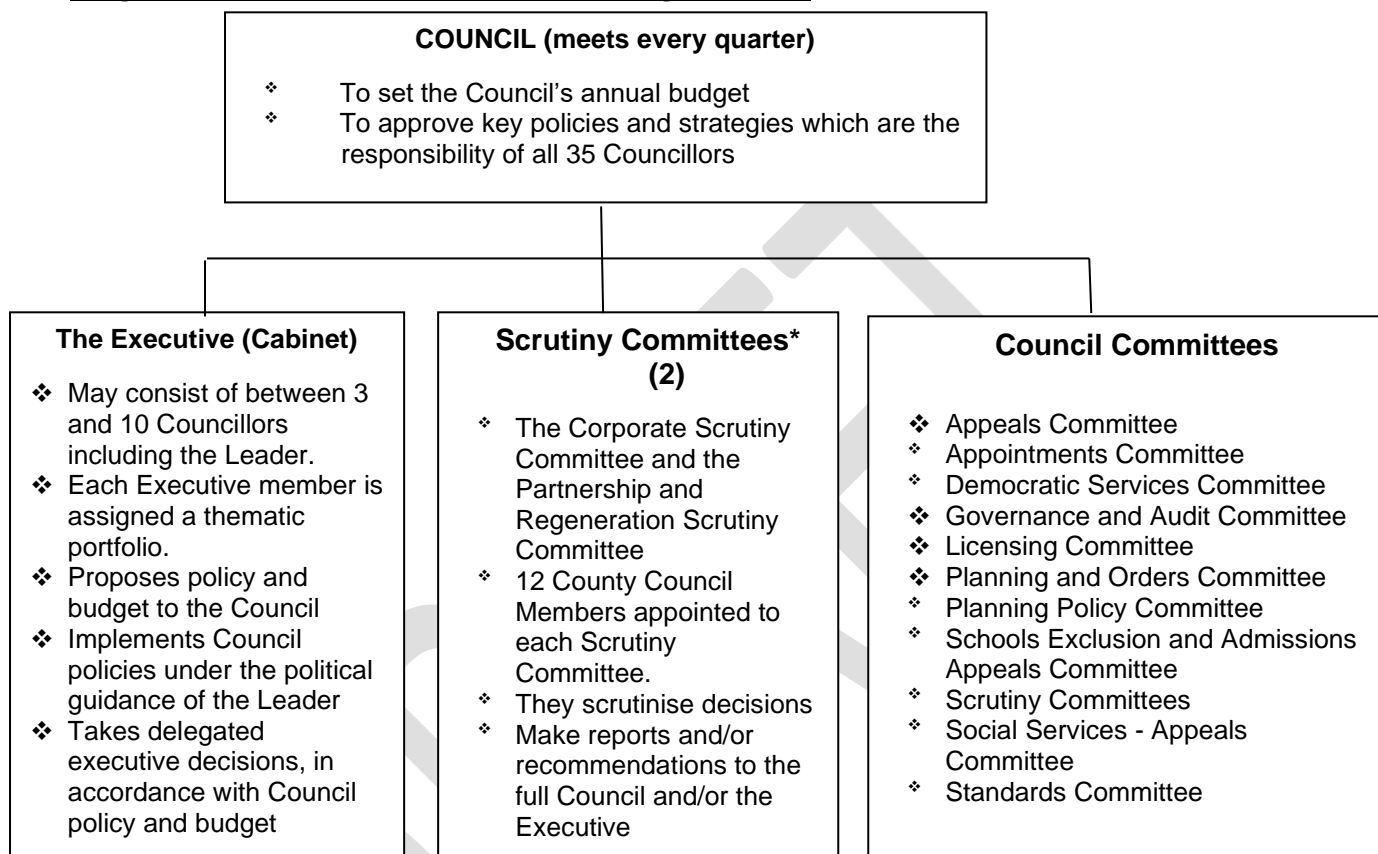
<sup>1</sup> <https://wcva.cymru/wp-content/uploads/2020/11/National-Principles-for-Public-Engagement-Egwyddorion-Cenedlaethol-ar-gyfer-Ymgysylltu-ar-Cyhoedd.pdf>

The Council's Constitution<sup>2</sup> explains how the Council makes decisions and who is responsible for those decisions. The Constitution is at the heart of the local authority's business as it identifies the responsibilities within the local authority, and where the Council works with others.

The Council provides numerous services for Anglesey residents e.g. education, social care, libraries and leisure facilities to name only a few. Further information on the services the Isle of Anglesey County Council provides can be found at:

<https://www.anglesey.gov.wales/en/Residents/Residents.aspx>

### **Diagram 1 – The Council's decision making structure**



\*Parent Governor and Church representatives are invited to attend Scrutiny Committee meetings where the Authority's education functions are to be discussed and shall be entitled to speak and vote on such matters only.

Additionally, the Partnership and Regeneration Committee shall not include any person with the exception of an Executive Member, in respect of its crime and disorder functions.

\*Each Scrutiny Committee may recommend that the Council appoint additional non-voting co-optees to each Scrutiny Committee.

Within their terms of reference, Scrutiny Committees will:

- review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions;
- make reports and/or recommendations to the full Council and/or the Executive and/or any Joint or Area Committee in connection with the discharge of any functions;
- consider any matter affecting the area or its inhabitants;
- exercise the right to call-in, for reconsideration, decisions (within its remit) made but not yet implemented by the Executive and/or any Area Committees; and
- carry out reviews of the functions within its area of activity and report via the Executive to the Council.

For more information on the Isle of Anglesey County Council's Constitution, please follow this link <https://www.anglesey.gov.wales/en/Council/The-Constitution/Isle-of-Anglesey-County-Council-Constitution.aspx>

<sup>2</sup> For more information on the Isle of Anglesey County Council's Constitution, please follow this link <https://www.anglesey.gov.wales/en/Council/The-Constitution/Isle-of-Anglesey-County-Council-Constitution.aspx>

## 2.3 Performance

As shown in Diagram 1, the Council has two Scrutiny Committees namely:

- Corporate Scrutiny Committee and the
- Partnership and Regeneration Scrutiny Committee

The work of the Corporate Scrutiny Committee will focus on providing assurance about the performance/provision of all services, ensuring that the Council achieves its corporate objectives and service objectives (as outlined in its Corporate Business Plan, Annual Budget, Budget and Policy Framework, Performance Management Framework, Corporate Policies or successor plans and policies) and to support and make recommendations for permanent improvement. In addition, it will scrutinise the performance of services under the needs of the Wales Programme for Improvement.

The Partnership and Regeneration Scrutiny Committee will scrutinise service performance under the needs of the Wales Programme for Improvement.

In accordance with Part 2 of the Council Constitution, the Council Scrutiny Committees:

- review and scrutinise the decisions and the performance of the Executive and/or Council's Committees and Officers in relation to individual decisions and over a period of time;
- review the Council's performance scrutiny in relation to its policy objectives, performance targets and/or special service areas;
- to question members of the Executive and/or Committees and Chief Officers about their decisions and performance, whether generally relative to service plans and targets over a period of time, or in relation to particular decisions, plans or projects;
- make recommendations to the Executive and/or an appropriate Committee and/or Council arising from the results of the scrutiny process;
- review and scrutinise the performance of other public bodies in the area and invite reports from them by asking them to address the Scrutiny Committee and local people to talk about their activities and performance; and
- question and collect evidence from any other person (with their consent).

In addition, when Service Reviews are undertaken the Services are expected to solicit public opinion on the performance of the relevant service.

### **The Executive**

The Council's Executive at its public meetings, gives Anglesey residents the opportunity to have their say on and challenge the Corporate Scoreboard, the Council's Plan for the year and on the Council's Performance Report. This will happen on a quarterly basis.

### 3. Methods

#### 3.1 How and when you can get involved

The Council offers many ways to get involved in our engagement and consultation activities that it runs in partnership either with third sector organisations or solely community organised.

You can contact us through the formal engagement and consultation processes. Consultations generally only last a specific period. However, we welcome feedback in any format at any time through committees, group activities or independently via email, through petitions or through your local Elected Council Member or a community council.

Listed below is the work that has been done to establish a baseline of ways in which Anglesey residents participate in the Council's decisions. Table 1 below lists several formal and informal ways residents participate in Council decisions:

**Table 1**

<b>Category</b>	<b>Comment</b>	<b>Link</b>
Elected Members (Councillors)	Anglesey has 14 wards with 35 Elected Members (Councillors) that are there to represent their constituents. To find your local Elected Member to raise a concern/ comment visit:	<a href="https://democracy.anglesey.gov.wales/mgMemberIndex.aspx?LLL=0">https://democracy.anglesey.gov.wales/mgMemberIndex.aspx?LLL=0</a>
Town and Community Councils	Town and Community Councils act in the interest of the whole community by making decisions and recommendations, consulting, and listening to the residents to understand their needs, their wishes and their concerns. They usually meet once a month. To contact your local town and community council to raise concerns /comments visit:	<a href="https://democracy.anglesey.gov.wales/mgParishCouncilDetailsList.aspx?LLL=0">https://democracy.anglesey.gov.wales/mgParishCouncilDetailsList.aspx?LLL=0</a>
Committees	People can look through the Council committee structure and see agendas, minutes and reports for committee and sub-committee meetings by visiting;	<a href="https://democracy.anglesey.gov.wales/ieDochHome.aspx?Categories=-13004&amp;bcr=1&amp;LLL=0">https://democracy.anglesey.gov.wales/ieDochHome.aspx?Categories=-13004&amp;bcr=1&amp;LLL=0</a>
Scrutiny Committees	The Local Authority structure includes two Scrutiny Committees, and their role is to provide positive challenge to services to maintain high service delivery standards and to ensure improved efficiency and effectiveness. Meetings of the Committees are held regularly throughout the municipal year and there are several ways in which the public can get involved in Scrutiny: suggesting a topic for review attending meetings of the Scrutiny Committees as observers making a request to speak on a particular subject at one of the Committee meetings – please refer to the Public Speaking at Scrutiny Committee Meetings Protocol for further information and guidance:	<a href="https://democracy.anglesey.gov.wales/mgCommitteeDetails.aspx?ID=153&amp;LLL=0">https://democracy.anglesey.gov.wales/mgCommitteeDetails.aspx?ID=153&amp;LLL=0</a>

	<p><a href="https://www.gov.wales/public-speaking-at-scrutiny-committees">Public speaking at Scrutiny Committees (gov.wales)</a>          taking part in scrutiny investigations upon invitation by a scrutiny review panel          submitting written evidence relevant to a scrutiny inquiry when invited to do so. To find out more and view our current committees and an archive of previous ones visit;</p>	
Consultations	<p>Consultations are undertaken to gather people's feedback on specific topics. To give views on current consultations people can participate by visiting here;</p>	<p><a href="https://www.anglesey.gov.wales/en/browse/Get-involved/Consultations/Current-consultations/">https://www.anglesey.gov.wales/en/browse/Get-involved/Consultations/Current-consultations/</a></p>
Engagements	<p>People's views and priorities are gathered and collected by services via a tiered approach. To give views on current engagements people can participate by visiting here;</p>	<p><a href="https://www.anglesey.gov.wales/en/browse/Get-involved/Consultations/Current-consultations/">https://www.anglesey.gov.wales/en/browse/Get-involved/Consultations/Current-consultations/</a></p>
Voting and Elections	<p>People can participate and vote in the Elections through postal vote, proxy vote and in person in the nearest polling station. This is in keeping with legal expectations. For information on elections and how to register, please access the following page:</p>	<p><a href="https://www.anglesey.gov.wales/en/Council/Council.aspx#as?folderIds=2864,3416">https://www.anglesey.gov.wales/en/Council/Council.aspx#as?folderIds=2864,3416</a></p>
Compliments, comments and complaints	<p>The Council has an online form and a paper form that enables people to raise a compliment, comment or complaint formally or informally. Access to such form can be gained from:</p>	<p><a href="https://www.anglesey.gov.wales/en/Get-involved/Get-involved.aspx">https://www.anglesey.gov.wales/en/Get-involved/Get-involved.aspx</a></p>
Tenants forum	<p>The Council actively encourage tenant's participation. The four different ways tenants can get involved are listed below:</p> <p>The Sheltered Housing Forums are twice a year – June and December normally. The aim of this forum is to increase the knowledge of Housing and Housing related information for Sheltered Housing tenants. The Council provide free transport, food and refreshments for the day.</p> <p>Targeted Task &amp; Finish Groups used to gather tenants' views to improve future services.</p> <p>The Environmental Group is made up of tenants and supported by the Tenant Participation Team. The group will assess each application form received and decide whether they are eligible for the Environmental and Community improvement Fund. Meeting months; between April – October (around 3 – 4 informal meetings)</p> <p>The Publications Group is made up of tenants and supported by the Tenant Participation Team. The</p>	<p>To get involved, contact the Tenant Participation Team via telephone 01248 752983 email, <a href="mailto:tenants@anglesey.gov.wales">tenants@anglesey.gov.wales</a> or Facebook message on the Tai Môn Housing page.</p>

	<p>aim of the group is to ensure that all documents produced by Housing Services are in a format that is easily understood and tenant friendly</p>	
Social enterprises	<p>In partnership with the Council, Medrwn Môn offer several ways to actively participate, the two main ways to engage at the moment are:</p> <p>Third Sector Network: This is a forum for community groups and third sector organisations. Network meetings are held every quarter (normally theme or topic based) and groups and organisations are encouraged to have discussions, provide comments and feedback on the topic/theme and plan future sessions. Information and feedback from the sessions are collated and sent in as responses to consultations, to other forums and to policy makers.</p> <p>Generally, as an Organisation, Medrwn Môn invites people to interact by social media, by email or phone, through its information bus, at events &amp; meetings, or face to face.</p>	<p>For more information contact Lyndsey Campbell-Williams  <a href="mailto:Lyndsey@medrwnmon.org">Lyndsey@medrwnmon.org</a></p>
Place Shaping	<p>Place Shaping: this is a community-based forum and invites people to tell us how they live and work in their communities. The evidence is used to identify wellbeing priorities for each area and to identify themes that are common across the Island.</p> <p>There are two elements to the programme:</p> <ol style="list-style-type: none"> <li>1. Community mapping: communities are invited to engage with us in any way they feel comfortable (through face-to-face conversations, focus groups, voting boxes, visual methods and pictures, surveys (online and paper) etc)</li> <li>2. Community Alliances: Alliances are set up in each area and meet periodically to discuss their chosen priorities. Alliances invite people to take part either by attending their meetings, joining task and finish groups, through surveys, on social media or by talking to members of the Alliance face to face.</li> </ol>	<p>Susan Jones  Executive Manager (Leadership Team)  <a href="mailto:Susanjones4@ynysmon.gov.wales">Susanjones4@ynysmon.gov.wales</a></p>
Anglesey's Older People Council and Forums	<p>The purpose of the Older People Council is to represent the views of older people in Ynys Môn on issues affecting their health, social care and wellbeing. Working with Welsh Local Government Association, local authorities, the voluntary and private sectors and older people, to further develop policies. The Older People's Council aims;</p> <ul style="list-style-type: none"> <li>To be a voice for Older People on Anglesey</li> <li>To appreciate Older People</li> <li>To work with Older People</li> </ul>	<p>Seiriol Edwards,  Strategy Co-ordinator for Older People and Carers  <a href="mailto:seirioledwards@ynysmon.gov.wales">seirioledwards@ynysmon.gov.wales</a></p>

	<p>To listen to Older People</p> <p>To support Older People</p> <p>To provide opportunities for Older People</p> <p>4 meetings per year to take place at an appropriate date following the Anglesey Forum for Older People.</p>	
Anglesey Older People's Forum	<p>The Older People's Forums strengthen the voices of older people and strengthen older people's rights at the same time. Forums create the spaces where older women and men can meet, share and discuss their experiences and bring their voices together, as well as creating an interface where older people can engage directly with decision-makers. Such spaces also enable older people to learn how to communicate and amplify their voices; access information and guidance related to their rights and entitlements. Older People forum takes place quarterly and are open for members of the public to attend.</p>	<p>Seiriol Edwards, Strategy Co-ordinator for Older People and Carers <a href="mailto:seirioledwards@ynysmon.gov.wales">seirioledwards@ynysmon.gov.wales</a></p>
Leisure Users Forum	<p>The Leisure Users Forum is held twice a year to share experience of using the centre and present any proposed changes. Participants are encouraged to actively attend to give their views.</p>	<p><a href="mailto:MairEluned@ynysmon.gov.wales">MairEluned@ynysmon.gov.wales</a></p>
Leisure customer Survey	<p>Two surveys a year are sent out to collect feedback from customers to gather information from customers to improve services in the future.</p>	<p><a href="mailto:OwainJones@ynysmon.gov.wales">OwainJones@ynysmon.gov.wales</a></p>
Youth Forum	<p>The plan is to develop an authority wide children and young people's participation strategy, with a clear action plan that includes the re-establishment of a Children &amp; Young People's Multi-Agency group and specific groups of young people.</p>	<p><a href="mailto:GeralltRoberts@ynysmon.gov.wales">GeralltRoberts@ynysmon.gov.wales</a></p>
Mon Actif	<p>Mon Actif's social media and email is the most common method of customer feedback. Customers can leave feedback and ask questions on these platforms.</p>	<p><a href="mailto:monactif@ynysmon.gov.wales">monactif@ynysmon.gov.wales</a></p>
Local Nature Partnership	<p>The Ynys Môn Local Nature Partnership (LNP) / Partneriaeth Natur Leol Ynys Môn is an independent network of individuals, groups, and organisations who live or work on the Island who are interested in nature. The LNP is open to anyone who would like to be more involved in nature conservation on Anglesey and who would like to stay up-to-date on relevant projects, events, and funding opportunities. Members participate through a newsletter, giving advice as an expert in a conservation field, get a project funded, and/or attend partnership meetings (currently bi-yearly). Soon, we also hope to have social media accounts for members to interact with further.</p>	<p><a href="mailto:AuroraHood@ynysmon.gov.wales">AuroraHood@ynysmon.gov.wales</a></p>

Anglesey Tourism Association (ATA)	Tourism businesses related to the ATA are able to contribute their views in the quarterly meetings	Michael Thomas <a href="mailto:MichaelThomas@ynysmon.gov.wales">MichaelThomas@ynysmon.gov.wales</a>
Joint Advisory Committee (JAC)	The Joint Advisory Committee usually meet twice a year and will advise the local authority, and other bodies, on the appropriate steps in order to support the management of the AONB.	Alun M Owen <a href="mailto:AlunOwen@anglesey.gov.wales">AlunOwen@anglesey.gov.wales</a>
Amlwch Port User Group	The Amlwch Port User Group participate through twice a year meetings for advisory perspective only in order to facilitate a two-way communication between the Harbour Authority (IACC) and users/other stakeholders which have an interest in the port.	For further details contact Iwan Huws <a href="mailto:Iwanhuws@anglesey.gov.wales">Iwanhuws@anglesey.gov.wales</a>
Beaumaris and Menai Bridge Port Users Group	The Beaumaris and Menai Bridge Port User Group participate through twice a year meetings for advisory perspective only in order to facilitate a two-way communication between the Harbour Authority (IACC) and users/other stakeholders which have an interest in the port.	For further details contact Iwan Huws <a href="mailto:Iwanhuws@anglesey.gov.wales">Iwanhuws@anglesey.gov.wales</a>
Cruise Wales	Cruise Wales is a partnership between Welsh Government create an excellent cruise offer for cruise passengers visiting Wales. Anglesey Council continue to attract new cruise lines and we are working on improving the infrastructure at Holyhead port. Anglesey tourism team have recently organized and created the Holyhead Sailing Partnership, which has met once, and will meet again at the end of October they are able to contribute their views.	Michael Thomas <a href="mailto:MichaelThomas@ynysmon.gov.wales">MichaelThomas@ynysmon.gov.wales</a> Elaine Thomas <a href="mailto:Elaine.Thomas4@gov.wales">Elaine.Thomas4@gov.wales</a> and Suzanne Thomas <a href="mailto:Suzanne.Thomas@gov.wales">Suzanne.Thomas@gov.wales</a>
Energy Island Strategic Forum	Key Stakeholders and energy developers showing interest to develop the island attend the forum and pass comments in the quarterly meetings. It should be noted that attendance is by invitation only.	<a href="mailto:AngharadCrump@ynysmon.llyw.cymru">AngharadCrump@ynysmon.llyw.cymru</a>
School Councils	Each school on Anglesey has a school council that are organised within the schools. The Council use school councils in order to engage on the Council's plan and other important matters. In addition to school councils, each Secondary schools have two pupils that sit on the governing bodies.	
Local radio	Môn FM Council news and information is shared with the public through Môn FM	<a href="http://www.monfm.co.uk">www.monfm.co.uk</a>
Social media platforms	Facebook / Twitter / Instagram etc Items on the Newsroom page of the Council's website are usually placed on social media platforms that the Council uses	Link to Newsroom page: <a href="#">Newsroom (gov.wales)</a>



<p>The Executive's Forward Work Programme</p>	<p>The Executive's forward work programme enables both Members of the Council and the public to see what key decisions are likely to be taken by the Executive over the coming months. Executive decisions may be taken by the Executive acting as a collective body or by individual members of the Executive acting under delegated powers. The forward work programme includes information on the decisions sought, who will make the decisions and who the lead Officers and Portfolio Holders are for each item. It should be noted, however, that the work programme is a flexible document as not all items requiring a decision will be known that far in advance and some timescales may need to be altered to reflect new priorities etc. The list of items included is therefore reviewed regularly and updates are published monthly.</p>	<p><a href="https://www.anglesey.gov.wales/documents/Docs-en/Council/Democracy/Executive-Forward-Work-Programme/Executive-Forward-Work-Programme.pdf">https://www.anglesey.gov.wales/documents/Docs-en/Council/Democracy/Executive-Forward-Work-Programme/Executive-Forward-Work-Programme.pdf</a></p>
<p>Records of decisions</p>	<p>Recent decisions taken by the following can be seen by the public:</p> <ul style="list-style-type: none"> <li>• The Council's decision-making bodies</li> <li>• Council Leaders using delegated powers</li> <li>• The Planning and Orders Committee</li> <li>• Portfolio Holders, officers and the Council Leader</li> </ul>	<p><a href="https://democracy.anglesey.gov.wales/mgDelegatedDecisions.aspx?&amp;DR=18%2f05%2f2023-01%2f06%2f2023&amp;RP=0&amp;K=0&amp;DM=0&amp;HD=0&amp;DS=2&amp;Next=true&amp;META=mgdelegateddecisions&amp;V=0&amp;LLL=0">https://democracy.anglesey.gov.wales/mgDelegatedDecisions.aspx?&amp;DR=18%2f05%2f2023-01%2f06%2f2023&amp;RP=0&amp;K=0&amp;DM=0&amp;HD=0&amp;DS=2&amp;Next=true&amp;META=mgdelegateddecisions&amp;V=0&amp;LLL=0</a></p>

### 3.2 Tools and Digital Access

Many participants can be contacted and can easily participate through online tools such as targeted interactions via topic related databases together with social media. However, the way we endeavour to cater for hard to reach and digitally excluded participants is outlined below in the Non-Digital Communication section. Each activity will be reviewed to ensure that the correct tools are in place to ensure as many people as possible are able to take part and participate if they wish to do so.

### 3.3 Who can get involved

Public participation is open to all our residents/communities and stakeholders (those that have an interest or stake in an issue). This includes all those who live, work, play in or visit the area and covers all age groups from young children to older adults and does not differentiate against any of our protected groups.

You can take part as individuals, within groups, such as community groups, town and community councils or government and professional bodies and on behalf of or with 3<sup>rd</sup> sector organisations and trade unions.

Whilst we aim to open all public participation to all stakeholders, sometimes this is not practicable due to the varying yet sometime quiet specific topics being discussed. e.g., voting in local and general elections for example have an age limit of 16 years and over, which legally must be adhered to.

When planning for public participation, we aim to ensure that we are reaching the right people. This is done through stakeholder mapping to make sure we get to all the groups we need to. This can often be dependent on topic, location, and age group or demographic. However, this doesn't always mean that these consultations and engagements will be closed off to other groups or individuals.

We aim to make it clear who can participate and aim to listen to all views and opinions.

### **3.4 How we will promote awareness**

Building and maintaining close relationships with 3<sup>rd</sup> sector organisations is a priority for the Council. We aim to promote awareness of our consultation and engagement activities through active involvement with our 3<sup>rd</sup> sector groups and their partnerships within community groups, with individuals and active members of our community.

We have a section dedicated to current and previous engagement activities on our website [www.anglesey.gov.wales/consultations](http://www.anglesey.gov.wales/consultations) and aim to promote wider via social media and through our partnerships when activities are live.

Technology has advanced significantly recently, and the Covid-19 pandemic has enabled more people to become digitally active/connected. We aim to explore and further develop new digital tools and ways of working e.g. hybrid / virtual meetings to reach a greater audience and encourage wider accessibility

### **3.5 Communication without digital resources**

Not everyone has access to a computer or the internet. All our engagement exercises must consider how to engage with non-digital users as a matter of priority. Examples of this are in-person discussions, telephone discussions and provision of paper copies of relevant documents. Paper copies of engagement / consultation documents can be made available to stakeholders through Cyswllt Môn.

### **3.6 Accessibility**

We are committed to ensuring that all residents in Ynys Môn can access information and have an equal opportunity to share their views. As such we need to specifically consider the following demographics and how best to engage with them. Some examples are set out below:

### **3.7 People with Disabilities**

When we publish information or create a piece of online engagement, we need to consider how people can access it. People with visual impairments may require documents in large print or use a screen reader to access information and engage. We need to consider how documents, web pages, surveys etc will be read out on a screen reader. An example of this is using a correct hierarchical heading structure or providing alternative text to images. People with hearing impairments may need subtitles on any video content. Some people may also require information in an easy read format. An easy read document uses plain language and simple sentences to accurately portray what may be in a full document.

### **3.8 Children and Young People**

We have a duty to children and young people to ensure that we are reaching out to them in a way that encourages their participation and as outlined in the Statutory Guidance for the Well-being of Future Generations (Wales) Act 2015 – Annex B. Recognising the Children and Young People’s National Participation Standards as a framework for participation; we will continue to facilitate opportunities for participation with younger people and ensure that we educate and advocate for their right under Article 12 of the UNCRC.

Children's Rights - Children’s Commissioner for Wales ([childcomwales.org.uk](http://childcomwales.org.uk))

Once re-started after the Covid lockdown, IoACC’s Youth Forum will act as a platform for children and young people’s views across Ynys Môn. We will represent those views to local and national decision-making bodies. We will ensure that appropriate feedback is provided through a range of channels that will include reports, presentations and on social media outlets. We will continue to develop and embed children and young people’s participation into all aspects of planning, delivering, and reviewing services that directly have an impact on children and young people.

### **3.9 Improvement opportunity 1**

**Improve the ways children and young people participate in and influence our decisions**

#### **3.10 Efficiency**

It is important to avoid consultation and engagement overload. Often people give up their free time and travel distances to attend engagement events. We, or our public services partners may already have relevant data from previous engagement or surveys. We may also be able to utilise data and information collected from continuous engagement.

#### **3.11 Methods of Engagement**

##### **Continuous Engagement**

We will continuously engage with residents in Ynys Môn through meeting with stakeholder groups and having direct conversations with those who use our services. We are developing a digital engagement platform to assist with the continuation and collection of these conversations.

It is important that the public are aware of how the Council works and the decisions that are being taken at any given time.

The Communication team promotes awareness of Council activities via social media and press releases which are shared with news outlets. All press releases are also available on the Council website.

The Council’s website is reviewed regularly with an aim to improve sections relevant to information for members of the public.

Details of forthcoming Council meetings are publicised via social media, and forward work plans are published in a timely manner to ensure that members of the public are aware of items for consideration at forthcoming meetings. Members of the public can attend Council meetings online. Council and Cabinet meetings are broadcasted, and available electronically

for 6 months after the meeting. There is a mechanism for local people to feed into the Scrutiny process, this is published on the Council's website. Details of forthcoming agenda items are also published on the Council's website.

Ynys Môn County Council's Executive is notified of all petitions received by Council Members of the public can present their application or objection to a Council Member, details of which are available on the Council's website.

### **3.12 Specific Engagement**

We want people to have a strong voice and be able to effectively influence our decision making, especially when we make changes to services or develop new policies. We frequently consult with the people of Ynys Môn. Current examples can be seen on the consultations page of our website:

<http://www.anglesey.gov.wales/en/browse/Get-involved/Consultations/Current-consultations/>

We also use other various means as detailed below:

- Online surveys
- Engagement Events
- Roadshows
- Focus Groups
- Forums

During Covid-19 some forms of engagement were more challenging. We will investigate the feasibility of setting up in-person focus groups across the county with an emphasis on utilising existing groups that are known and utilised by residents.

### **3.13 Impact Assessments**

When we make plans to create a new policy or change the way we do things we must consider the impact this will have on our citizens, including those who have protected characteristics. An Impact Assessment (IA) brings together the relevant legislations and sets out how we will take due regard, (give appropriate weight), to making decisions.

When we conduct an IA:

- We are considering relevant evidence to understand the likely or actual effects of policies or practices on those who are vulnerable within our communities, including those who are experiencing socio-economic disadvantage.
- We are thinking about where we might be able to reduce negative impacts.
- We are identifying missed opportunities and capitalising on positive impacts.
- We are considering the rights of the child.

As mentioned above, the Council's engagement with its residents is good. However, IoACC continuously needs to explore and further develop ways to improve engagement with its residents, either by traditional or digital means.

### 3.14 Improvement opportunity 2

**Improve ways of receiving and incorporating feedback using traditional and digital tools available**

### 3.15 Contact your local Councillor

You can find your local councillor to discuss issues within your ward from the following list of all the County Councillors. Their contact details are available on the Council website here:

<https://democracy.anglesey.gov.wales/mgMemberIndex.aspx?bcr=1&LLL=0>

You can also use the above link if you're not sure who your councillor is, you can search online using the above link or contact the Council who can provide this information to you.

### 3.16 Getting involved with Scrutiny

The Council's Scrutiny Committees are interested to hear the views of the island's population and find out what causes concern to the people that we serve.

There are several ways in which you, as a member of the public, can get involved in Scrutiny:

- by suggesting a topic for review
- by attending meetings as observers
- by making an application to speak on a particular subject at one of the Committee meetings – see the [Public Speaking at Scrutiny Committee Meetings Protocol](#)
- by taking part in scrutiny investigations upon invitation by a scrutiny review panel
- by submitting written evidence relevant to a scrutiny inquiry when invited to do so

If you wish to suggest a topic for review, then download a Word or PDF copy of the suggestion form and send it back to the Scrutiny Team via post:

Scrutiny, Council Business, Isle of Anglesey County Council, Llangefni LL77 7TW.

or fill in our [online form](#)

#### Contact Scrutiny

Scrutiny  
Council Business  
Isle of Anglesey County Council  
Council Offices  
Llangefni  
Anglesey  
LL77 7TW

Email: [Scrutiny@anglesey.gov.wales](mailto:Scrutiny@anglesey.gov.wales)

### 3.17 Attend and take part in a meeting

Any resident of Isle of Anglesey can attend any meeting of the Council and observe the proceedings and debate taking place. Meetings are held in the Council Chamber at the Council Buildings in Llangefni which has a public viewing gallery. Recently, remote attendance at

Council meetings has been introduced so even if you are unable to attend the meeting in person, there may be opportunity for you to participate remotely.

The location, date and start time of meetings are available on the agenda produced for the meeting which is available to download from the Council website.

Any person attending the meeting may be excluded from proceedings where an agenda item has been classified as exempt. Exempt items are usually where sensitive or confidential information may be discussed and is only available to those able to vote on the matter.

### **3.18 Add an item to an agenda for discussion**

There are two ways that a member of the public can encourage a committee to consider an item and have it added to the agenda of a future meeting.

- Any member of the public can contact the chair of a committee and request that they add an item to the forward work programme for future discussion
- Attend a meeting of the relevant committee and request at the meeting under the item forward work programmes that an item is added for future consideration.

### **3.19 Submit a question to Council**

Members of the public are entitled to ask a question of any Member of the Executive at a meeting of full Council. Questions are limited to one question per individual or organisation and will be asked in the order notice of them was received unless the chairman of the Council wishes to group certain questions together. The total time allotted to public questions at a Council meeting should be limited to 15 minutes.

A question may only be asked if notice has been given by delivering it in writing or by email to the Head of Democratic Services no later than midday three working days before the day of the meeting. Each person submitting a question must provide their name and address.

A question may be rejected if:

- The question is not about a matter for which the Council has responsibility, or which affects the County
- Is defamatory, frivolous or offensive
- Is substantially the same as a question which has been put at a meeting of the Council in the past six months
- Requires the disclosure of confidential or exempt information

The Chairman will invite the questioner to put the question to the relevant Councillor. If a questioner who has submitted a written question is unable to be present, they may ask the chair to put the question to the councillor on their behalf. The chairman may ask the question, indicate that a written reply will be provided by the councillor, or as the questioner is not present decide that the question will not be dealt with.

A questioner may ask one supplementary question without notice to the Councillor which may arise directly out of the original question or the reply.

Any question which cannot be dealt with during the meeting, either due to lack of time or non-attendance of the relevant councillor, will be dealt with by a written response.

### **3.20 Submit views to select committees**

Under the Local Government Act (Wales) 2011, any member of the public can attend one of the 2 Scrutiny Committees held by the Council and submit their views on a particular item on the agenda. The Committee must give full consideration to the views submitted by a member of the public under these arrangements. Further information on scrutiny is available on the Council website here.

### **3.21 How to become a Councillor**

The next Local Government Elections will be held in May 2027. This section provides you with information on how to stand for election and what is expected of you should you be elected as a Councillor for the Isle of Anglesey County Council.

### **3.22 Standing as a candidate**

A candidate for election must complete a set of nomination papers that must be signed by the candidate in the presence of a witness who must attest the signature. You then need to win a majority of the votes cast at the ballot box if there is a contest for the seat. The number of votes you need to win depends on the electoral division in which you choose to stand for election. Some electoral divisions are two or three member divisions.

Nomination packs will be available early in 2027. If you would like to register your interest, please contact Electoral Services on 01248 750057.

If you are thinking of standing as a candidate for a particular political party, then you should first get in touch with that party's local organisation. If you plan to stand for election as an independent Councillor, contact us and we will be pleased to give you more information.

Councillors receive a salary which is determined annually by the Independent Remuneration Panel for Wales and can also claim travel and subsistence costs (subsistence is paid for 'out of county' meals and accommodation only) when undertaking official duties. Councillors can also claim towards the costs of care and personal assistance in order for them to carry out their approved duties.

The Welsh Government has approved funding for a pilot scheme to fund reasonable adjustments and support for disabled candidates seeking election to the Local Government elections. Further information can be found here.

Further information on allowances can be viewed by clicking on the following link:

[Independent Remuneration Panel for Wales | GOV.WALES](#)

### **3.23 What happens if elected?**

The Council is composed of 35 Councillors who are elected every five years. Councillors are democratically accountable to residents of their electoral division. The overriding duty of councillors is to the whole community, but they have a special duty to their constituents, including those who did not vote for them.

Councillors are entitled to a basic salary. Further information on payments can be obtained from the Independent Remuneration Panel for Wales (IRPW, link above). A copy of the determinations for 2022-23 can also be found on the IRPW website.

Councillors are also entitled to travel allowances and those with caring responsibilities can also receive reimbursement of costs of care.

Once elected Councillors are expected to attend various training and development sessions during their term of office. An induction session is provided for all new and returning Councillors during the first 12 months in office with further training provided on an ongoing basis through member development events.

Councillors are expected to attend meetings and committees and are bound to observe the provisions of the Councillor's Code of Conduct.

As local representatives, councillors have responsibilities towards their constituents and local organisations. These responsibilities and duties often depend on what the councillor wants to achieve and how much time is available and may include: attending governing body meetings of schools within their ward, attending meetings of local organisations such as tenants' associations, bodies affecting the wider community, raising issues on behalf of members of the public, holding surgeries for residents to raise issues and meeting with individual residents in their own homes.

### **3.24 How much time does it take up?**

If you are in employment and intend to stand as a candidate, you may wish to ask your employer what provisions they may have in place to allow you to attend to Council business. It is estimated that on average, councillors spend the equivalent of three to four days a week on council business. Obviously, there are some councillors who spend more time than this - and some less.

There is a link to the Welsh Local Government Association which has been produced in association with local authorities and is a useful guide for prospective candidates:

[BE A COUNCILLOR. BE THE CHANGE.](#)

### **3.25 Councillor facilities and support**

The Democratic Services Unit administers meetings of the Council and provides a dedicated support service, providing advice on the law and practice of meetings to Councillors, officers and the public and assistance to all Councillors with queries and admin related requests.

Councillors, once elected, will be provided with a tablet device, laptop and an @anglesey.gov.wales email address which must be used when conducting Council business. All Council meetings are paperless and it is recommended that all candidates are able to use IT confidently or are willing to undertake training.

The Council is a bilingual Authority and, as a Councillor, you will be able to operate in your chosen language, be that Welsh or English, and interpretation facilities are available at all Council meetings to facilitate this. Welsh language training is also available for any Councillors wishing to learn the language.

### **3.26 The benefits to Councillors of using social media to communicate with local people**

Social media has become a powerful tool for Councillors, helping them to engage with communities, raise awareness of community issues, events, or Council initiatives and to seek views and receive feedback.

Social media has changed how politics works, it makes politicians and public institutions more accessible, allows individuals to have their voices heard and helps share ideas or promote campaigns.



By using social media Councillors can:-

- Learn about local issues, and concerns within their ward.
- Find the latest news and publications from the County Council, other local authorities, the Welsh Government and organisations such as the Welsh Local Government Association.
- Promote their role and what you do on a day-to-day basis.
- Social media is instant, you can share information quickly and gain opinions of your constituents.

Many Councillors already use social media. However as a Councillor, there are additional things to consider when using it, including the Code of Conduct and managing expectation.

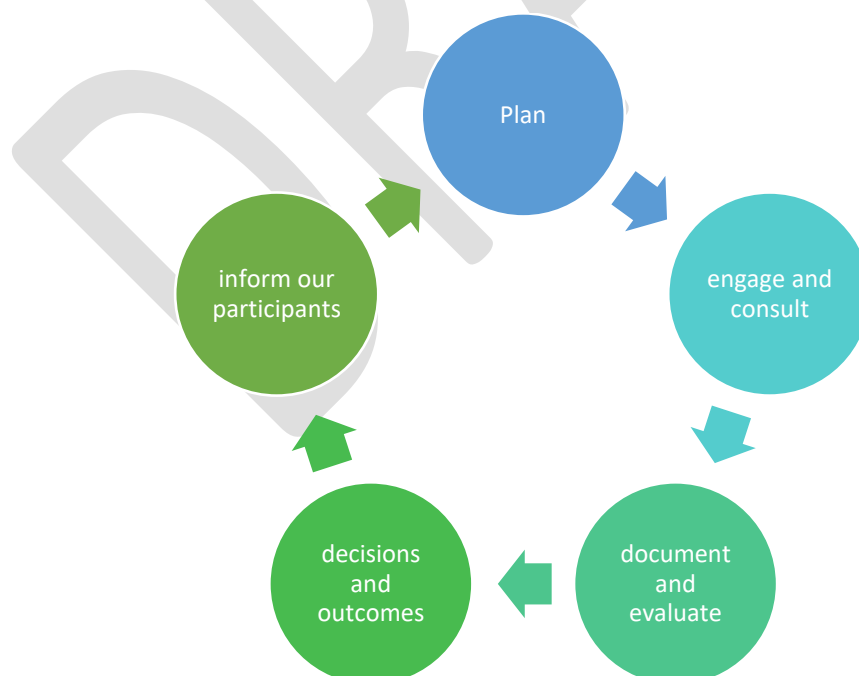
Once elected, Councillors are invited to attend an induction session on using social media and the Council also has an e-learning module available. Each Councillor will be personally responsible for the content they publish and they must abide by the Code of Conduct when posting information as the Code of Conduct applies to online and social media content, and by referring online to their role as Councillor, they will be deemed to be acting in their 'official capacity' and the Code will apply.

The Welsh Local Government Association has provided free guidance for Councillors along with some tips and advice in terms of handling on-line abuse.

[WLGA Information on Social Media and Online Abuse](#)

## 4. Evaluation

### 4.1 Analysis and feedback



For any public participation to be successful, it is essential that we feedback to those who took part. We recognise that this can be challenging and are looking at options to develop this

further and ensure we can make this process easier for both Council staff and communities to access and receive feedback.

Once the participation activities are over, we will keep you informed and involved through letting you know the outcomes or to involve you, either by e-mail, letter, face to face discussion or other means, in further participation on the same subject area, if you choose to be kept involved.

We value your input and knowledge, so it is important to ensure that we take every voice and comment into consideration. This will be done by reference to your input in summary documents or reports on the participation.

Every engagement and consultation is different, therefore timelines will vary. However, we are dedicated to providing feedback to all of our participants following public participation activities, either individually or collectively. This will be done in a way determined by the lead officer, such as:

- Informing participants verbally / via email / telephone
- Reports of the responses and decisions circulated to participants
- Analysis summary on corporate website within our consultation pages
- Exploring the opportunities of using online tools.

#### **4.2 Your privacy**

Information on how we use information, retention periods and your rights can be found within our privacy notice on our website, <https://www.anglesey.gov.wales/en/Council/Data-protection-and-FOI/Data-Protection-Policy-and-privacy-notice.aspx>

#### **4.3 Work that will need to be prioritised over the forthcoming period:**

1. Improve the ways children and young people participate in and influence our decisions
2. Improve ways of receiving and incorporating feedback using traditional and digital tools available

**Consider ways of measuring success or lack of success of participation or developing a participation dashboard.**