

AGENDA ITEM 11

| CYNGOR SIR YNYS MON / ISLE OF ANGLESEY COUNTY COUNCIL | |
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| COMMITTEE: | Standards Committee |
| DATE: | 12 June 2025 |
| REPORT TITLE: | Code of Conduct Training for the Town and Community Councils |
| PURPOSE OF THE REPORT: | To advise the Committee of the Code of Conduct training offered to the Town and Community Councils in Autumn 2024. |
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1. BACKGROUND

The statutory responsibilities of the Standards Committee include promoting and maintaining high standards of conduct by Councillors, assisting Councillors to observe their Code of Conduct and arranging to train Councillors on matters relating to the Code of Conduct. These are requirements which apply not only to members of the County Council but also to Town and Community Council members.

Elections were held for Councillors to all Town and Community Councils in the Isle of Anglesey on 5 May 2022. The Standards Committee arranged Code of Conduct training to Town and Community Councils in October 2022. A report was presented to the Standards Committee in relation to that training exercise on 14/12/2022 - a link to the report is available [here](#).

As part of its Work Programme for 2024-2025, the Standards Committee confirmed it would arrange further training by way of a mid-term Code of Conduct refresher training for Town and Community Councillors.

2. CODE OF CONDUCT

Every Town and Community Council must adopt a Code of Conduct. There is a model Code of Conduct for all relevant authorities in Wales; the content of that statutory Code is the minimum requirement. Each relevant authority can decide if it wishes to include additional requirements within their Code, but no Council can remove any provision included in the statutory Code. In reality, the majority of Councils adopt the statutory Code of Conduct as drafted.

Each member of a Council is required to sign an undertaking upon taking office as a Councillor confirming their commitment to act in accordance with their Council's adopted Code of Conduct.

3. TRAINING EVENTS

Online Code of Conduct training was arranged in Autumn 2024 via One Voice Wales, and offered by the Standards Committee to all Town and Community Council members and clerks. The sessions could accommodate up to 20 attendees and would last approximately 1.5 hours.

Correspondence was sent by the Chair of the Standards Committee to the Town and Community Councils on 15 July 2024 inviting them to attend one of four possible sessions:

| Date | Day | Time | Language of event |
|-------------|------------|-------------|--------------------------|
| 14.10.2024 | Monday | 14.00 | Welsh |
| 23.10.2024 | Wednesday | 14:00 | English |
| 07.11.2024 | Thursday | 18:30 | Welsh |
| 19.11.2024 | Tuesday | 18.30 | English |

Clerks were asked to contact a specified officer from the County Council to confirm the names of those attendees wishing to undertake the training and their choice of session.

Further correspondence was sent to the Town and Community Councils in early September by way of a reminder.

The Standards Committee Chair referred to the offer as part of his presentation at the Town and Community Councils Liaison Forum on 19 September.

The offer of Code of Conduct training and the above arrangements were mentioned in the Standards Committee's September Newsletter which were sent to the Council's Clerks on 24 September.

Reminder e-mails were sent 1 week before each session.

4. ATTENDEES AND THEIR TOWN/COMMUNITY COUNCILS

The number of individuals that attended one of the four available sessions is as follows:

| Date | Time | Language of event | Number of individuals that had registered their interest to attend the training | Number of individuals that attended the training session |
|-------------|-------------|--------------------------|--|---|
| 14.10.2024 | 14:00 | Welsh | 12 | 08 |
| 23.10.2024 | 14:00 | English | 17 | 16 |
| 07.11.2024 | 18:30 | Welsh | 17 | 09 |
| 19.11.2024 | 18:30 | English | 20 | 15 |
| | | | 66 | 48 |

The table included in **Enclosure 1** details the number of attendees from each Town and Community Council.

Of the 80 spaces available for training, 66 spaces were reserved and 48 individuals attended the training. No members or clerks from 21 of the 40 Town and Community Councils on the Isle of Anglesey attended the training sessions being offered. However, 1 County Councillor attended in their capacity as Community Councillor but it is not clear which Community Council they would have been representing.

5. PREVIOUS TRAINING OFFERED

Code of Conduct Training was arranged for Town and Community Councils in October 2022 (following the May 2022 election). Of the 90 spaces available, 48 spaces were reserved, and 37 individuals attended the training. No Members or Clerks from 29 of the 40 Town and Community Councils on the Isle of Anglesey attended the training sessions being offered.

The update training in Autumn 2024 was a slight improvement on those numbers. However, it remains the case that almost half the Town and Community Councils in Anglesey were not represented at these recent training sessions.

The 20 Councils that did not have a representative in the training session in October 2022 nor in the training sessions in Autumn 2024 have been identified, shaded grey, on the table in **Enclosure 1**.

6. IS TRAINING ON THE CODE A REQUIREMENT?

Whilst attending training on the Code of Conduct is likely to be considered good practice by the Standards Committee, there is no statutory requirement for Councillors to participate in training on the Code. The statutory requirement is for the Standards Committee to ensure that training on the provisions of the Code of Conduct is available for Councillors.

The Standards Committee will be aware that the Code of Conduct for members of the Isle of Anglesey County Council includes a locally adopted requirement (it is not included in the statutory Code) for members to attend a training session on the Code of Conduct within six months of being elected –

You must attend at least one training session on this code of conduct during each full term of office, such attendance to take place during the six months following election in the case of those members elected to the County Council for the first time and those having been re-elected but without continuity of office. [Paragraph 4(e)]

Failure to comply with this provision would result in a member being vulnerable to a complaint of a breach of the Code of Conduct being made to the Public Services Ombudsman for Wales.

However, each Town and Community Councillor will be subject to the Code of Conduct adopted by their respective Town or Community Council, and in all likelihood, that Code may not include such requirement to attend training.

7. BENEFITS OF TRAINING ON THE CODE OF CONDUCT FOR MEMBERS

This issue of training on the Code of Conduct is a matter which has been raised at the Standards Committee's previous reviews at Town and Community Councils; the Standards Committee has encouraged Councils to consider their members' training requirements, in particular in relation to the Code of Conduct.

Attending such training assists Councillors by providing information on the contents of the Code of Conduct and how it affects them in their role as Councillors and in their personal lives; it also gives them an opportunity to gain practical knowledge and ask questions.

Should Councillors find themselves the subject of a complaint for a breach of the Code of Conduct, failure to have attended training on the Code would be considered an aggravating factor when the Standards Committee / Adjudication Panel for Wales deliberated on the issue of sanction [see Adjudication Panel for Wales' previously issued [Sanctions Guidance](#)].

It is also noted that there is a requirement on Community Councils to produce an annual training plan for its Councillors and staff (under the Local Government and Elections (Wales) Act 2021). Whilst there is no requirement for training on the Code of Conduct to be featured in this training plan, it is likely that it would be included or at least considered for inclusion.

8. RECOMMENDATION

- A. For the Standards Committee to consider the content of this report and **Enclosure 1** and the information included particularly in relation to the (a) number of attendees at the training sessions and (b) the number of Town and Community Councils that did not have any attendees at the training sessions.

| | Cyngor Tref a Chymuned / Town and Community Council | Nifer yr unigolion wnaeth gofrestru / Number of registered individuals | Nifer yr unigolion a fynychodd / Number of attendees |
|----|--|---|---|
| 1 | Cyngor Cymuned Aberffraw Community Council | 3 | 1 |
| 2 | Cyngor Tref Amlwch Town Council | 1 | 0 |
| 3 | Cyngor Tref Biwmares / Beaumaris Town Council | 4 | 4 |
| 4 | Cyngor Cymuned Bodedern Community Council | 0 | 0 |
| 5 | Cyngor Cymuned Bodffordd Community Council | 0 | 0 |
| 6 | Cyngor Cymuned Bodorgan Community Council | 0 | 0 |
| 7 | Cyngor Cymuned Bryngwran Community Council | 0 | 0 |
| 8 | Cyngor Tref Caergybi / Holyhead Town Council | 2 | 1 |
| 9 | Cyngor Cymuned Bro Cwm Cadnant Community Council | 3 | 3 |
| 10 | Cyngor Cymuned Bro Cylch y Garn Community Council | 0 | 0 |
| 11 | Cyngor Cymuned Llanbadrig Community Council | 0 | 0 |
| 12 | Cyngor Cymuned Llanddaniel-Fab Community Council | 0 | 0 |
| 13 | Cyngor Cymuned Llanddona Community Council | 1 | 1 |
| 14 | Cyngor Cymuned Llanddyfnan Community Council | 0 | 0 |
| 15 | Cyngor Cymuned Llaneilian Community Council | 3 | 3 |
| 16 | Cyngor Cymuned Llanerchymedd Community Council | 1 | 1 |
| 17 | Cyngor Cymuned Llaneugrad Community Council | 0 | 0 |
| 18 | Cyngor Cymuned Llanfachraeth Community Council | 2 | 2 |
| 19 | Cyngor Cymuned Llanfaelog Community Council | 0 | 0 |
| 20 | Cyngor Cymuned Llanfaethlu Community Council | 0 | 0 |
| 21 | Cyngor Cymuned Llanfair Mathafarn Eithaf Community Council | 4 | 3 |
| 22 | Cyngor Cymuned Llanfair yn Neubwll Community Council | 1 | 1 |
| 23 | Cyngor Cymuned Llanfairpwll Community Council | 6 | 4 |
| 24 | Cyngor Cymuned Llanfihangelesceifiog Community Council | 4 | 3 |
| 25 | Cyngor Tref Llangefni Town Council | 4 | 4 |
| 26 | Cyngor Cymuned Llangoed a Phenmon / Llangoed and Penmon Community Council | 8 | 7 |
| 27 | Cyngor Cymuned Llangristiolus Community Council | 2 | 1 |
| 28 | Cyngor Cymuned Llanidan Community Council | 0 | 0 |
| 29 | Cyngor Cymuned Mechell Community Council | 1 | 0 |
| 30 | Cyngor Cymuned Moelfre Community Council | 1 | 0 |
| 31 | Cyngor Cymuned Penmynydd a Star / Penmynydd and Star Community Council | 0 | 0 |
| 32 | Cyngor Cymuned Pentraeth Community Council | 5 | 3 |
| 33 | Cyngor Tref Porthaethwy / Menai Bridge Town Council | 3 | 3 |
| 34 | Cyngor Cymuned Rhoscolyn Community Council | 1 | 1 |
| 35 | Cyngor Cymuned Rhosybol Community Council | 0 | 0 |
| 36 | Cyngor Rhosyr Council | 0 | 0 |
| 37 | Cyngor Bro Trearddur Community Council | 0 | 0 |
| 38 | Cyngor Cymuned Tref Alaw Community Council | 1 | 0 |
| 39 | Cyngor Cymuned Bro Trewalchmai Community Council | 0 | 0 |
| 40 | Cyngor Cymuned Y Fali / Valley Community Council | 3 | 1 |
| | Cynghorwyr Sir / County Councillors | 2 | 1 |
| | CYFANSWM / TOTAL | 66 | 48 |