

ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	County Council
DATE:	25/09/2025
TITLE OF REPORT:	Standards Committee's Annual Report 2024/2025
REPORT AUTHOR:	Lynn Ball, Director of Function (Council Business) / Monitoring Officer
PURPOSE OF REPORT:	Submit the statutory Annual Report of the Standards Committee to the County Council

1. Introduction

- 1.1 The Standards Committee is a statutory committee responsible for promoting and maintaining high standards of conduct by Isle of Anglesey County Councillors and Town and Community Councillors on the Island; supporting them to follow their Code of Conduct.
- 1.2 The Standards Committee is required by legislation to report annually to the Council as soon as possible after the end of each financial year. The report must explain how the Committee has met its statutory functions during the relevant period.
- 1.3 The appended Report has been submitted to, and agreed by, the Standards Committee.

2. Recommendations

- 2.1 Council approve the Annual Report of the Standards Committee for 2024/2025.
- 2.2 Council approve the Standards Committee's Work Programme for 2025/2026 (**Enclosure 3**) whilst acknowledging that some additional matters may be included, in accordance with demands which may arise.



Annual Report for Standards Committee: 2024-2025

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1. Foreword



Trefor Owen
Chair of the Standards Committee (from August 2024)

I took on the role of Committee Chair in 2024, after undertaking the role of Vice Chair since February 2024. My predecessor was Rhys Davies. Whilst Rhys' period as Chair was cut short owing to personal circumstances, I would like to take this opportunity to thank Rhys, on behalf of the Committee members, for his work. Rhys remains as a lay member of the Standards Committee, and his contribution continues to be appreciated.

There are 9 members of the Standards Committee, and the membership has remained unchanged during the year. I congratulate Brace Griffiths on his election to Vice Chair since February 2025

The Committee's work throughout the year has been varied and the Committee has been busy satisfying the statutory requirement to promote and maintain high standards of conduct amongst Anglesey County Councillors and Town and Community Councillors, including assisting members in adhering to their Code of Conduct.

There were 4 formal meetings along with 4 informal meetings during the year. This, of course, was in addition to conversations with Group Leaders, elected members, and Community Council clerks, and training sessions. Most of our work involved actioning the matters identified when reviewing the registers of interests of a sample of members, as well as ensuring that important issues regarding conduct were addressed at Group Leaders meetings, during the Town and Community Councils Forum and in our Newsletters / Communications with Members. The Committee is pleased to have arranged four Code of Conduct training sessions for Town and Community Councillors during Autumn 2024. Anglesey was also represented at the National Standards Committee Forum for Wales.

This report follows a similar format to the one introduced last year. I hope it provides a comprehensive overview of the work accomplished by the Standards Committee during the year.

I would like to thank the elected, co-opted and lay members of the County Council, and the Town and Community Council members and Clerks for their cooperation with conduct issues once again this year. The ten principles of public life are clear, and the Code of Conduct remains in line with these principles. It is hoped that the Committee's efforts ensures that the requirements of the Code are made clear to members, and that this will assist them as they work for the benefit of the area and its citizens.

Trefor Owen (Chair)










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2. Committee Membership

The Standards Committee is a statutory committee with 9 members. Information on the role and responsibilities of the Committee can be found in **Enclosure 1**. Details about the Committee and its membership can be found [here](#).

- A. Lay Members: The five lay members are appointed for up to two four-year terms. The Chair and Vice Chair must be appointed from among the lay members. The appointments are made for a period of four years or (if a casual vacancy) until the term of office of the previous post holder would have expired. An individual may be re-elected as Chair/Vice-Chair.
- B. Members of the Town and Community Councils: Two members are appointed to represent the town and community councils following local government elections. The representatives will sit on the Standards Committee until the next local government elections or until they are no longer members of the community council, whichever happens first. Town and community council members can be reappointed for one more term, with the agreement of Anglesey town and community councils.
- C. County Council Members: The appointment of two representatives is made by a Council resolution.

A link to the job descriptions of Committee members can be found [here](#).

	Trefor Owen (Chair since September 2024)	Lay Member		Brace Griffiths (Vice Chair since February 2025)	Lay Member
	Rhys Davies (Chair from February 2024 until August 2024)	Lay Member		John R Jones (Chair until February 2024)	Lay Member
	Gill Murgatroyd	Lay Member		Margaret Murley Roberts	County Councillor
	Dafydd Rhys Thomas	County Councillor		Iorwerth Roberts	Town and Community Councillor
	Margaret Thomas	Town and Community Councillor			

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3. Committee's work during the year

This is the Standards Committee's fourth annual report, completed in line with the requirements of the Local Government and Elections (Wales) Act 2021, although the preparation of an annual report has been the practice in this Council for several years before it became a statutory requirement. It reports on the Committee's work between 04/2024 and 03/2025.

The Standards Committee's Programme of Work 2024-2025 (as approved by full Council in 09/2024), detailed the Committee's actions during the year, against its aims and is available in **Enclosure 2**. As in previous years, some unforeseen issues arose during the year, and these are also included in the said Enclosure.

Access to the Committee's Agendas, Reports and Minutes of formal meetings is possible via the Standards Committee's homepage on the Council's website – link [here](#).

Particular attention is drawn to the following issues:

- **Complaints about members of the County Council / Town and Community Councils in Anglesey to the Public Services Ombudsman for Wales**

County Councillors: Correspondence was received in relation to 2 cases where the Public Services Ombudsman for Wales (PSOW) decided not to investigate. There is 1 case currently being investigated by the PSOW and 1 case referred to the Monitoring Officer for consideration by the Council's Standards Committee. This matter did not conclude until after the period covered in this Report.

Town and Community Councillors: Correspondence was received in relation to 3 cases where the PSOW decided not to investigate. There was 1 case being investigated by the PSOW.

This case has since been discontinued, but outside the period covered by this Report.

The Standards Committee, at its formal meeting on 06/02/2025, noted its concern regarding the delay between a complaint being submitted to the PSOW and a conclusion being reached. The Standards Committee has raised these concerns with the PSOW and the matter will be addressed in a report to the Standards Committee meeting on 11/12/2024.

No notices from the Adjudication Panel for Wales were received during this period.

The PSOW, and the Adjudication Panel for Wales, publish an all-Wales summary of the cases they have considered on their websites. These cases are reported on during formal meetings of the Standards Committee and a summary is also included in the Newsletters/Communications published by the Standards Committee.

- **Work with the Island's Town and Community Councils.**

Training on the Code of Conduct was arranged for Town and Community Councils during Autumn 2024. The 40 Town and Community Councils on the Island were encouraged to attend one of the four sessions arranged, in Welsh or English, during the day and in the evening. Unfortunately, take up has

been disappointing for previous training events, and that pattern continues with only half the Town and Community Councils having a representative at these training sessions

The Committee is grateful to those Town and Community Councils which have engaged with these and previous events.

The Committee's Programme of Work noted that it would conduct a review with 1 Community Council where concerns had been raised with the Committee. The intention was to conduct this review during the Spring of 2023. However, the Clerk of the Community Council requested that the review be postponed. Despite further contact being made to arrange an alternative date, no date has been agreed. Owing to the passage of time, and the Community Council's reluctance to arrange a review date, the Standards Committee confirmed that it would no longer contact the Community Council in relation to the offer of this voluntary review of their Registers of Interests.

The Chair of the Standards Committee attended a meeting of the Town and Community Council Forum on 19/09/2024, to present information discussed by the Standards Committee at its formal meeting in 06/2024, and relevant to the Town and Community Councils. A Newsletter was sent to the Town and Community Councils in 09/2024.

The Standards Committee will continue to liaise with the Forum as a means of communicating with the Town and Community Councils.

▪ **Local Resolution Protocol.**

[The Local Resolution Protocol for Members of the County Council:](#)

Whilst concerns were brought to the attention of the Standards Committee Chair during the year, there were no requests for the Committee's Chair to act under the provisions of the Protocol. Low level concerns regarding the conduct of a few members were dealt with internally through political group processes.

As a result of the work done by the PSOW in collating the Local Resolution Protocols from authorities in Wales, and her obtaining a legal opinion on the status of some provisions within the LRPs, a review was conducted to consider the Council's LRP this was done in 02/2024. A report was presented to the Standards Committee's formal meeting and actioning the proposed changes, having discussed with Group Leaders, is part of the Committee's work programme for 2025-26.

Members are reminded of the Protocol's availability, although the Committee hopes that it will not be required. Members are reminded of the principles should they wish to utilise the Local Resolution Protocol: that concerns should be raised as soon as possible after the incident in question, and the matter should be dealt with as a priority to ensure the process may be as effective as possible

[The Local Resolution Protocol for Town and Community Council Members:](#)

A Local Resolution Protocol for Town and Community Councils has been developed by One Voice Wales and Town and Community Councils are encouraged to adopt it. There is a locally developed Protocol too; although this has not been used since its adoption.

▪ **Advice from the Committee on training for Members and Group Leaders**

Reports are presented by the Human Resources Training and Development Manager during formal meetings of the Standards Committee. These reports consider the content of the Training Programme for Members and the training undertaken. The Committee can contribute as the Programme is being developed and consider to what extent Members are participating with the Training Programme.

As part of its work during the year, the Standards Committee has been in discussion with Group Leaders and the Human Resources Training and Development Manager to develop coaching sessions for Group Leaders. The first part of the training programme includes DISC personality profiling for each Group Leader which will then be used as a basis for the individual coaching sessions. Further work will continue during next year's work programme and reports will be prepared for the Standards Committee's formal meetings. The information shared with the Committee is of course, high level and generic. The substance of the coaching sessions are confidential.

The training for the Members of the Standards Committee is included in the Committee's Annual Programme of Work. This year it included:

- ***Hearing Training:***

Training on conducting Hearings into Code of Conduct referrals from the PSOW was held in 09/2024, in light of the 3 cases being investigated by the PSOW at the time. This was a "classroom" training event and all Standard Committee members were invited to attend. As a result of this training session, the Standards Committee reviewed and amended its Hearing Procedure. The updated Procedure document has been published. It will be reviewed again in 2025/26 to capture any lessons from the recent Hearing and specifically the pre-Hearing procedures.

- ***Training on the Code of Conduct***

Following the elections in May 2022, the Standards Committee arranged training sessions for members of the Council. Whilst most elected members attended that training, mop-up sessions were held in 23/24. The 35 members have now received classroom-based training on the Code of Conduct.

As a Committee, we believe it is essential that all members receive training on the Code of Conduct, and we are disappointed that Welsh Government has rejected the recommendation in the Penn Report that training on the Code of Conduct should be mandatory for all members. It is noted, though, that all County Councillors have attended this training.

▪ **The Committee's Assessment of how Group Leaders have complied with their new duty to promote and maintain high standards of conduct amongst group members**

Group Leaders were requested to complete a reporting form, before meetings were arranged between the Standards Committee's lay members, and each Group Leader, in 06/2025 to look back at the last financial year. A copy of the template used this year is available at **Enclosure 6**. It is similar to the form used previously but with some minor changes in an effort to assist the discussions between Group Leaders and the lay Members of the Standards Committee.

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The Standards Committee would like to thank the Group Leaders for their cooperation and readiness to discuss issues during these meetings, and in general, during the year.

The lay members are pleased to report that they are content with the work carried out by Group Leaders, in relation to their conduct responsibilities, during 2024/2025. They are of the opinion that all Group Leaders, though with different leadership styles, all take reasonable steps to maintain high standards of conduct amongst their members. They come to this conclusion based on the content of the written reports provided by the Group Leaders and the discussions held.

The Committee is of the opinion that this year's process has been positive with all Group Leaders discussing and evidencing a clear understanding of their duty and a proactive approach to developing their members. The Group Leaders also described their flexibility in supporting their members, ensuring frequent informal contact and arranging 1-1 meetings. The Group Leaders reported an overall positive culture and good working relationships among Group Leaders.

A number of positive matters were raised to support further promotion of high standards, including refresher Code of Conduct training. The training offer will be reviewed by Standards Committee during 2025/26.

The intention is to conduct a similar process and arrangement for this assessment in 2025/2026 with technical amendments to the form to ease completion.

Group Leaders are encouraged to continue to have regular contact with their members in order to promote and maintain high standards of conduct, to undertake any training offered in relation to their role as Group Leader, and to positively engage with the Standards Committee.

- **Chair and Vice Chair's involvement in a conduct matter in the Planning and Orders Committee**

Following a referral from the Monitoring Officer, regarding the conduct of 2 Members, the Chair and Vice Chair of the Standards Committee attended meetings of the Planning and Orders Committee for the purpose of observing member conduct. This process was started in 03/2024 and continued as part of the Committee's Work Programme for 2024/2025.

It was reported in last year's Annual Report that the Chair and Vice Chair of the Standards Committee met with the relevant Group Leaders to discuss the conduct of the 2 members. In the view of the Chair and Vice Chair, remediation actions had been taken and both matters were satisfactorily concluded. Those who had raised the ongoing concerns were informed of the intervention and resolution

The lay Members (in pairs) had attended the Planning and Orders Committee meetings in March, April and May 2024, following a meeting between the Standards Committee's Chair, and Vice Chair, and the Planning and Orders Committee Chair. The intention was to observe conduct after concerns were raised in relation to the conduct of 2 of the Members (who were not Committee Members) at the 02/2024 meeting of the Planning and Orders Committee. It was the intention of the Standards Committee to observe for a period of 6 months, subject to a 3-month review. The period being

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reduced or increased as necessary. At their review (following the May 2024 Planning and Orders Committee), the lay Members decided to end the observation exercise as they were content with the conduct they observed.

General findings were reported to the Chair of the Planning and Orders Committee by letter on 16/05/2024. These included the observations of the Standards Committee's lay Members that attendees' conduct and comments were considered respectful and there was no repeat of the conduct which was the subject of the original concern; contributors were given a fair opportunity to speak; Committee Members were prepared for the meetings and were aware of the arrangements. The Chair was also praised for being authoritative and fair and setting a good standard for courtesy whilst ensuring sufficient opportunity for stakeholders to speak.

The Chair of the Standards Committee corresponded with the Planning Service recommending that training be given to Members. Training for the Planning and Orders Committee Members is mandatory, but it was felt that more general training for all elected Members would be useful so that they are aware of Planning matters and the process that must be followed. A guidance document was prepared by the Planning Officers and shared with the Standards Committee for confirmation that it was fulfilling the Committee's brief. This document was shared with Members on 10/06/2024.

- **Review of the three Registers of Interests**

An important element of the Committee's work during 2023/2024 was to undertake a review of the Registers of Interests of a sample of County Councillors. This work was undertaken by the five lay members of the Standards Committee, with each reviewing 4 Members Registers, chosen at random, based on political balance. These reviews were undertaken in 01/2024 but the actions arising were included in the Committee's programme of work for 2024/25.

The review process has been reported in detail within reports presented to the formal Standards Committee meetings in [06/2024](#) and [02/2025](#).

The Standards Committee took the following actions as a result of the exercise: - [Review of Registers of Interests of Elected Members](#)

- **Dispensations**

The Standards Committee is required to consider applications for dispensations to allow Members who cannot participate in a debate or decision due to a substantial personal interest (prejudicial), to do so under circumstances defined by statute.

No applications for dispensation were received during the reporting period.

Members are reminded that applying for a dispensation is available to them, as County Councillors, Co-opted Members or Town and Community Councillors.

<https://monitor.anglesey.gov.wales/asset-library/dp-pd/dispensations-briefing-note-members.pdf?nocache=1>

- **Newsletters**

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It has been the practice of the Standards Committee to send Newsletters for (a) the Town and Community Councils and (b) Isle of Anglesey County Council Members following formal meetings of the Committee (twice a year). However, it was noted in the last Annual Report that the Committee had concluded that preparing the Newsletters demanded a lot of the Committee's resources and the supporting officers, with little response to the requests/issues raised in them, and so it would be reconsidering such communications for the future.

The Newsletter distributed to Town and Community Councils in September 2024 is available in **Enclosure 4** and the Newsletter for County Councillors sent in October 2024, is available in **Enclosure 5**.

At its formal meeting in February 2025, the Committee agreed to try another approach in order to share its key messages with the Town and Community Councillors and IOACC Members from now on. Further work in relation to this will be included in the Committee's Work Programme for 2025/2026. **This is at Enclosure 3.**

4. Looking forward to 2025/2026

The Standards Committee's proposed Work Programme for 2025-2026 is included in **Enclosure 3**.

There are statutory requirements for Standards Committees (see **Enclosure 1**). However, deciding on how to operate within those requirements is a matter of local choice to some extent.

It was agreed that the interactive model developed by the Committee in previous years would be limited during 2024/25, as the extensive preventative work completed by the Standards Committee had been effective, and the number of complaints regarding the conduct of County Councillors and Town and Community Councillors had been low for several years, and in anticipation that one, or more of the matters under investigation by the PSOW may have been referred to the Standards Committee.

An Initial Determination in 02/2025 resolved that a Hearing should be held in relation to one of those matters. Conducting a Hearing is a priority for the Standards Committee, and its supporting officers. The Hearing took place in 05/2025; and outside the scope of this Report. It will be addressed in the Standards Committee report for 2025/26.

At the time of writing this report, there is another case under investigation by the PSOW and it is possible this may be referred to the Standards Committee for an initial Determination and, perhaps, a Hearing. Responding to such referral would have to be prioritised by the Committee. On that basis, and to ensure that there is sufficient capacity to fulfil this primary statutory requirement, the Committee's preventative work programme will be further curtailed during 2025/26. So, for a second year, the Standards Committee will not be undertaking any reviews of the registers, of either the County Council or the Town and Community Councils.

The Committee will, of course, prioritise its work and redirect its resources to ensure that it continues to meet its statutory requirements and shall continue to support Members of the County Council and town and community councils in complying with the requirements under their Code of Conduct.

**Annual Report for
Standards Committee:
2024-2025**

ENCLOSURES

ENCLOSURE 1

The Role and Responsibility of the Standards Committee:

There is a statutory requirement for the County Council to have a Standards Committee. A Standards Committee's general function is to promote and maintain high standards of conduct by members and co-opted members of the relevant authority and to assist them in complying with the Code of Conduct for members.

To this end, the Standards Committee's statutory role and functions, in relation to County Council members (elected and co-opted) and Town/Community Council members, include: -

- promoting and maintaining high standards of conduct by members;
- assisting members to observe their Code of Conduct;
- advising the authority regarding adopting or revising the Code of Conduct for members;
- advising, training, or arranging to train members on issues relating to the Code of Conduct;
- monitoring the Code of Conduct for members;
- considering applications for dispensations;
- dealing with any referrals from the Public Services Ombudsman for Wales (PSOW), or the Adjudication Panel for Wales

Additional duties have also been placed on the Committee since May 2022, namely:

- to monitor Group Leaders' compliance with the duty to take reasonable steps to promote and maintain high standards of conduct by members of their group and to cooperate with the Council's Standards Committee in the exercise of the Committee's functions.
Standards committees are also required to provide advice and training, or to arrange training for group leaders regarding the new duty. At the beginning of each administration, this should happen within six months of an election and should be reviewed annually.
- to publish an Annual Report:
The Standards Committee is 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 Standards Committee has discharged its functions;
- confirm that a local protocol is in place for resolving complaints, and provide an assessment of its impact;
- include an analysis of complaints. This analysis should include information regarding the number of councillors that were the subject of upheld complaints, and whether or not they had attended training on the Code of Conduct, prior to or following the complaint.
- include a summary of the notices given to the Committee by the Adjudication Panel for Wales, in relation to the Panel's decisions regarding possible breaches of the code of conduct for members;
- provide a summary of the reports and recommendations made or referred to the committee by the PSOW relating to the investigation of alleged breaches of the Code of Conduct, and any subsequent action taken by the Standards Committee;
- describe the advice it has provided on training for all members and group leaders and how that advice has been implemented;
- assess how the Committee has worked with the town and community councils in its area to promote and maintain high standards of conduct amongst town and community councillors;
- include the Committee's assessment of how Group Leaders have complied with their new duty to promote high standards of conduct amongst group members, including the advice the Standards Committee has provided and the training it has suggested.

ENCLOSURE 2

Standards Committee's Work Programme for 2024/2025 (approved by full Council on 26.09.2024) with details of outputs against the objectives.

No	Items	Action	Completed / Further Actions
1	The Standards Committee's Annual Report to full Council	<ul style="list-style-type: none"> The Committee to begin consideration of and work on the next Annual Report ahead of its formal meeting in June 2025 The Committee to develop its annual report for 2024/2025 (and proposed work plan for 2025/2026) at the end of the 2024/2025 term. This includes working with Group Leaders in relation to their reporting responsibilities under the Local Government and Elections (Wales) Act 2021 and the process to be followed between Group Leaders and the Standards Committee 	<ul style="list-style-type: none"> Group Leaders reporting process for 2023/24 was discussed at an informal meeting of the Standards Committee on 25/10/2024. Amendments were made to the reporting form Amended version of the reporting form was presented by the Chair of the Standards Committee to Group Leaders on 30/01/2025 Reporting forms were shared with Group Leaders with a request for the completed forms to be submitted to the Monitoring Officer by 30/04/2025 Completed forms were received and meetings between the Group Leaders and the lay Members of the Standards Committee were arranged during Summer 2025. Information from the meetings with Group Leaders has been included in the Annual Report. The final Report will be presented to full Council in 09/2025.
2	Execution of Local Resolution Protocol for County Councillors and Town and Community Councillors	<ul style="list-style-type: none"> As and when required / in accordance with the Chair's discretion 	<ul style="list-style-type: none"> The County Council's LRP was discussed at the Standards Committee in 02/2025. Amendments were proposed. Work will be done as part of the Work Programme for 2025-2026 to action these proposed changes. Number of cases referred under the LRP for IOACC: - Nil Number of cases referred under the LRP for TCCS: - Nil.
3	Offer and Provision of training to leaders of political groups. Need to decide:	<ul style="list-style-type: none"> 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. The Standards Committee will encourage Group Leaders to 	<ul style="list-style-type: none"> Standards Committee Chair attended a Group Leaders' meeting on 10/10/2024 to present the programme suggested by the Training Section (Human Resources)

	<ul style="list-style-type: none"> Who will deliver training Involvement of the Standards Committee Members Involve Senior Officers? 	<p>undertake any training developed under the umbrella of the National Standards Committee Forum and/or via WLGA.</p> <ul style="list-style-type: none"> Locally, the Standards Committee is working with the Training section (HR) to arrange 1-1 Training for the Group Leaders to support with their statutory group leader roles on matters that are considered relevant for Group Leaders locally. 	<ul style="list-style-type: none"> Update provided by the HR Training Manager at the Standards Committee's formal meeting on 06/02/2025. Work continues to be done regarding DISC profiling and subsequent coaching sessions, and this will be included in the Work Programme for 2025-2026
4	Communication with political group leaders including in relation to group leaders' duties in relation to their members' conduct	<ul style="list-style-type: none"> Chair and Vice Chair to report at Group Leaders' meetings following every formal meeting of the Standards Committee and presenting the proposed Newsletter. Further reporting / communication to be made as required. Any work required as part of the Standards Committee's duty to assess the group leaders' discharge of their statutory duties. 	<ul style="list-style-type: none"> Group Leaders' Meeting (presentation by Trefor Owen as Vice-Chair) on 18/07/2024 to present general findings/lessons learned from the review of the Members' registers of interests (The 06/06/24 and 20/06/24 Group Leader's meetings having been cancelled. Group Leaders' Meeting (presentation by Chair of the Committee) on 10/10/2024 to provide an update on the matters raised at the formal meeting in 06/2024; presentation of the Newsletters, discuss Members' mandatory training and the Group Leaders' role, and the Group Leaders' training.* Group Leaders' Meeting (presentation by the Chair of Committee) on 30/01/2025 to present the Committee's proposed response to the PSOW's Consultation in its practice of informing Councillors when complaints are made. <p>*The Chair of the Standards Committee met with 2 group Leaders to discuss the Mandatory training record of their group members in 12/2024 and 01/2025. The concern was raised following the report of the Human Resources Development Manager at the Standards Committee's formal meeting in 07/2024. A general comment was made at a Group Leaders meeting in 10/2024, and with no improvement</p>

			noted, individual meetings with 2 Group Leaders was arranged.
5	Communication with IOACC / Town and Community Council Members	<ul style="list-style-type: none"> Newsletters to be sent following the formal meetings. 	<ul style="list-style-type: none"> Newsletters (Issue 7) sent in relation to the June meeting – to the Town and Community Councils in 09/2024 and to the IOACC Members in 10/2024. Owing to the limited officer capacity to support this work, the Standards Committee has decided not to continue with this practice. Alternative communication methods are to be discussed as part of the Committee's Work Programme in 2025-2026.
6	Meetings	<ul style="list-style-type: none"> Formal meetings in 06/2024 and 12/2024, and as required. Informal meetings may also be arranged, as required. 	<ul style="list-style-type: none"> 13/05/2024 – Informal meeting 20/05/2024, 24/05/2024 and 03/06/2024 – Lay Members of the Standards Committee met with the 4 Group Leaders. 18/06/2024 – Formal meeting 01/07/2024 – Informal meeting (2) 06/09/2024 – Hearing training 25/10/2024 – Informal meeting 11/12/2024 – Cancelled formal meeting 24/01/2025 – Formal meeting 06/02/2025 – Formal meeting 26/02/2025 – Extraordinary formal meeting. Formal meetings are held as hybrid meetings. Informal meetings are generally held as remote meetings only.
7	Complaints reporting – Quarterly Update Reports	<ul style="list-style-type: none"> Reports will be included on the Committee's formal Agenda (bi-annual reporting). The report to the Standards Committee discusses any particular trends of concern. 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. 	<ul style="list-style-type: none"> Quarter 1 – sent e-mail on 02/07/2024 Quarter 2 – sent e-mail on 01/10/2024 Quarter 3 – sent e-mail on 18/01/2025 Quarter 4 – sent email on 01/04/2025 Quarters 1-3 included on the agenda for the Standards Committee meeting on 06/02/2025

8	Training for SC Members	<ul style="list-style-type: none"> Encourage all Standards Committee Members to complete all mandatory training. Arrange any further training required, in consultation with the HR Training Manager. 	<ul style="list-style-type: none"> Standards Committee members are offered training in accordance with the Training Offer for Members. “Hearing” training provided to all Standards Committee Chairs via the National Standards Committee Forum in 04/2024. Local “Hearing” training arranged for the Standards Committee on 06/09/2024
9	Code of Conduct Training for Town and Community Councillors (mid-term refresher training)	<ul style="list-style-type: none"> To arrange, in consultation with the HR Training Manager, training on the Code of Conduct to be offered to the Town and Community Councils during Autumn 2024. 	<ul style="list-style-type: none"> 4 training sessions arranged as follows: Monday 14/10/2024 – 2:00pm-3:30pm Welsh Wednesday 23/10/2024 – 2:00pm - 3:30pm English Thursday 07/11/2024 – 6:30pm-8:00pm Welsh Thursday 19/11/2024 – 6:30pm-8:00pm English Report on attendance presented to the Standards Committee in its 06/2025 meeting
10	Chair Training – Challenging Conduct	<ul style="list-style-type: none"> For the Chair / Vice-Chair to attend training being arranged via the HR Training Manager on dealing with challenging conduct by members and/or public. 	<ul style="list-style-type: none"> The matter will be included as part of the Standards Committee’s Work Programme in 25/26
11	How to Complain	<ul style="list-style-type: none"> Consideration to be given as to how to publicise how to complain against Members once it has been settled what the process will be for ‘low-level complaints’ following the Welsh Government’s consultation into the Penn Review. 	<ul style="list-style-type: none"> Still awaiting details from the Welsh Government on their consultation on the Penn Review.
12	Dispensations	<ul style="list-style-type: none"> As and when applications arise 	<ul style="list-style-type: none"> No dispensation applications have been received during this period
13	Members’ Annual Reports	<ul style="list-style-type: none"> Standards Committee to continue to encourage the practice of completing Annual Reports and work with the Head of Democratic Services in this matter, whilst appreciating that whether they decide to complete an annual report is a matter for each individual Councillor. 	<ul style="list-style-type: none"> The reports presented by the Head of Democracy to the Standards Committee’s Formal meetings include details about Annual Reports.
14	Town and Community Council	<ul style="list-style-type: none"> Chair and Vice Chair to attend regular Forum Meetings to present matters of interest from the Standards Committee to the Town 	<ul style="list-style-type: none"> Chair attended Forum meetings on 19/09/2024. Owing to staffing capacity issues the scheduled Standards

		and Community Councils, and Newsletters	Committee in 12/2024 was cancelled and rescheduled. The Standards Committee Chair therefore addressed the Forum in 05/2025.
15	National Standards Committee Forum	<ul style="list-style-type: none"> For the Standards Committee Chair to attend Forum meetings and provide feedback to Standards Committee Members. 	<ul style="list-style-type: none"> Trefor Owen (in his capacity as Vice-Chair at the time) attended the Forum meeting on 24/06/2024. Notes shared with the Standards Committee Members and discussed later in 06/2024. Trefor Owen (in his capacity as Chair) attended the Forum meeting on 27/01/2025. Notes shared with the Standards Committee members in 02/2025 Hearings training for Forum Members (i.e. Chairs of the Standards Committees) was arranged on 23/04/2024. Rhys Davies (in his capacity as Chair at the time) was unable to attend but did receive a recording of the training session.
16	Case reporting by the PSOW and the APW. Provide links for Standards Committee members.	<ul style="list-style-type: none"> To provide reports at each formal Standards Committee meeting signposting the cases published by the PSOW and APW. 	<ul style="list-style-type: none"> Included in the agenda for formal Standards Committee meeting in 06/2024 and 02/2025. Matters included in Newsletter/correspondence sent to the Town and Community Councils and the IOACC Members
17	Penn report / WG consultation on ethical matters	<ul style="list-style-type: none"> Penn report published. WG Consultation ended 23.06.2023. Responses to the Consultation published by WG in 11/2023. Further work needed when Welsh Government's response to the Consultation is published. No timetable currently known. 	<ul style="list-style-type: none"> No further details received during the period of this report.
18	Annual Discussions for the Standards Committee members.	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> New Chair and Vice Chair were appointed in 02/2024. The Chair resigned from the role in 08/2024. The Vice Chair was appointed as Chair in 09/2024. A Vice-Chair was appointed in 02/2025. As a result of the above and officer capacity (owing to vacancy since Summer 2024) this matter

			has not been progressed due to prioritising other matters included in the work programme. This matter will be included in the Work Programme for 2025-2026. These review meetings have now taken place.
19	Observation of the Council and its Committee meetings from time to time.	<ul style="list-style-type: none"> 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. Following on from work in 2023/2024, the Standards Committee will continue to observe the Planning and Orders Committee meeting. The original intention is for two independent members to attend Committee meetings for 6 months (beginning from March 2024), with a review to take place after 3 months (May); the observation exercise may be cut short or extended, as deemed necessary. General findings made will be fed back to the Chair of the Planning and Orders Committee at the end of the exercise; any immediate concerns will be reported earlier. 	<ul style="list-style-type: none"> The Standards Committee began observing the Planning and Orders Committee meetings in 03/2024, as part of the Committee's preventative work following a referral from the Monitoring Officer. This was following a meeting between the Standards Committee's Chair and Vice-Chair (at the time), and the Planning and Orders Committee's Chair. The Standards Committee's intention was to observe the Planning and Orders Committee meetings for a period of 6 months, with a review to take place after 3 months. The lay members of the Standards Committee took turns to attend the Planning and Orders Committee meetings in 03, 04 and 05/2024. Following this, the lay members reviewed the matter at an informal meeting on 13/05/2024 and decided not to continue with any further review/observations. No further observations were carried out during the year.
20	Support the Democratic Services Committee's work as it encourages County Council members' wellbeing.	<ul style="list-style-type: none"> Assist the Democratic Services Committee as it leads on this work. 	<ul style="list-style-type: none"> The Head of Democracy presents his update in relation to Member related matters including this element at formal meetings of the Standards Committee.
21	Gifts and Hospitality Register – increase the registration value to £25	<ul style="list-style-type: none"> Following a discussion at a national level in the National Standards Committee Forum for Wales to standardise the level at which gifts and hospitality must be registered at all-Wales authorities, it was agreed 	<ul style="list-style-type: none"> No opportunity has arisen for this matter to be actioned. This matter will be included in the Work Programme for 2025-2026, but is not considered a priority.

		<p>in principle by this Council that the proposed level of £25 would be applied in this authority, rather than the current £20 limit. However, a change to the Council's Constitution is required before the level can be applied. A recommendation was made that the next appropriate report to be presented to the Executive / full Council include this recommendation. No such opportunities have arisen as yet. This remains the intention of the Committee.</p>	
22.	<p>Actions arising from the reviews of the elected Members' registers of interest by the independent Members of the Standards Committee</p>	<ul style="list-style-type: none"> The reviews were undertaken in January 2024. Findings discussed at informal meeting on 01/02/2024. Work is ongoing to ensure findings made in that review are distributed to (a) individual Councillors, (b) group leaders, (c) officers and (d) all members. 	<ul style="list-style-type: none"> A review of the registers of interests of a sample of the County Councillors was conducted in 01/2024 (as part of the Committee's Work Programme for 2023-24), with findings discussed at an informal Standards Committee Meeting in 02/2024. Actioning the findings made as a result of the reviews was included as an action on the Work Programme for 2024/2025. The process was reported upon at the Standards Committee formal meetings in 06/2024 and 02/2025. Correspondence was sent to individual Councillors where the reviewer considered the Member needed to review/update/explain any information. Where there were wellbeing concerns, e.g due to attendance records, correspondence was sent to the relevant Group Leader. Corporate matters e.g. technical matters were noted by the lay members whilst conducting the reviews and correspondence was sent to the Chief Executive to raise these concerns. A general findings report was prepared, shared with Group Leaders and then distributed to all Members in 07/2024.
23	<p>Access to information</p>	<ul style="list-style-type: none"> This matter was included on the Committee's work programme for 	<ul style="list-style-type: none"> There is information about the Standards Committee included on

	about the Standards Committee on the County Council	<p>2023/2024 but, due to other work commitments, was not actioned.</p> <ul style="list-style-type: none"> The website is being developed extensively, and it would be timely for steps to be taken to ensure there is easy access to information about the Standards Committee on the Council's website. 	<p>the Council's Website and Member meeting details are current. However, owing to capacity, no further work has been done to add to the information already available.</p> <ul style="list-style-type: none"> This will be included in the Work Programme for 2025-26
24	Respond to requests made in relation to the investigations being conducted by Public Services Ombudsman for Wales as a result of complaints against County Councillors / Community Councillors.	<ul style="list-style-type: none"> The PSOW is currently investigating complaints in relation to 2 County Councillors and 1 Community Councillor. Take any necessary action in relation to these matters and any others that may arise during the year. 	<ul style="list-style-type: none"> The PSOW is currently investigating a complaint in relation to 1 County Councillor. The PSOW sent its report on an investigation into the Code of Conduct complaint against a County Councillor (under section 69 of the Local Government Act 2000) to the Monitoring Officer in 12/2024. The report required that the matter be referred for consideration by the Council's Standards Committee. The Standards Committee, in accordance with its Hearings Procedure, held an initial Determination on 26/02/2025. At that meeting, the Standards Committee decided that the complaint should be subject to a local hearing of the Committee. The Hearing was conducted outside the scope of this Annual Report and so dealing with this matter is something that will be reported upon in the Standards Committee's Work Programme for 2025/2026.
25	Matters arising from discussions with Group Leaders in preparing the Standard Committee's Annual Report to the full Council.	<ul style="list-style-type: none"> Outcome of meetings: Matters to be actioned: <ul style="list-style-type: none"> General correspondence in relation to the 2023/2024 process to be sent to Group Leaders. Adapt the Group Leaders feedback form to Standards Committees to encourage Group Leaders to include more evidence in boxes 1-3 (amend format, confirm form will not be published) – to ensure consistency with the training information that is 	<ul style="list-style-type: none"> General correspondence in relation to the 2023/24 process was sent to Group Leaders on 23/08/ 2024. The Group Leaders' feedback form to the Standards Committee was discussed at an informal meeting of the Standards Committee in 10/2024, and amendments were made. The amended reporting form was presented to Group Leaders at a meeting on 30/01/2025. Group Leaders were provided with an

		<p>received quarterly by the Group Leaders.</p> <ul style="list-style-type: none"> • Group Leaders are encouraged to complete formal personal development reviews annually with Group Members. • Arrange all meetings, between Group Leaders and Standards Committee on one day to assist the arrangements and keep costs down. <p>Group leaders are requested to attend their meeting with the Standards Committee on their own so as to provide an open environment where Standards Committee and Group Leaders can discuss the Group Leaders' statutory obligation openly.</p>	<p>opportunity to raise any concerns at the meeting or by correspondence. No correspondence was received. The final version was sent to the Group Leaders in 03/2025 with a request for them to complete the form by 30/04/2025 so that meetings could be arranged in 05/2025.</p> <ul style="list-style-type: none"> • Meetings with Group Leaders were held individually on 16th June 2025 and 23rd June 2025. <p>Summary agreed with Standards Committee Chair and included in Annual Report</p>
26	Community Council B	<ul style="list-style-type: none"> • Following on from work in 2024/25, there is an intention to agree on a review date with this Community Council if desired 	<ul style="list-style-type: none"> • Correspondence was sent to the Chair of this Community Council on 21/06/2024 setting out the timeline of events since 02/2023.,and requesting that the Council confirmed that a Review would take place by the end of 07/2024 or that it did not wish for the Standards Committee to conduct such Review. • Contact was made by the Council's Clerk on 01/08/2024 stating that a Review would not be possible until 01/2025. Written confirmation of the Clerk's telephone request was requested but none received. On the basis that a review had been offered to this Council since Spring 2023 with no date being agreed, and as a Review is a voluntary process and no formal request was made for the Review, the Standards Committee decided that the Community Council did not wish for a Review to take place so no further contact was

			made in relation to this offer of a Review.
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Standards Committee's Proposed Work Programme for 2025/2026

No	Items	Action
1	The Standards Committee's Annual Report to full Council	<ul style="list-style-type: none"> The Committee to begin consideration of and work on the next Annual Report ahead of its formal meeting in 06/2026. The Committee to develop its Annual Report for 2025/2026 (and proposed work plan for 2026/2027) at the end of the 2025/2026 term. This includes working with Group Leaders in relation to their reporting responsibilities under the Local Government and Elections (Wales) Act 2021 and the process to be followed between Group Leaders and the Standards Committee
2	Applying the Local Resolution Protocol for County Councillors and Town and Community Councillors	<ul style="list-style-type: none"> As and when required / in accordance with the Chair's discretion
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 the Standards Committee Members 	<ul style="list-style-type: none"> These arrangements must be made at the start of each administration with training to take place within 6 months of the election. The Standards Committee will encourage Group Leaders to undertake any training developed under the umbrella of the National Standards Committee Forum and/or via WLGA. Locally, the Standards Committee will continue to work with the Training section (HR) to arrange 1-1 Coaching for the Group Leaders to support with their statutory group leader roles.
4	Communication with political group leaders including in relation to group leaders' duties in relation to their members' conduct	<ul style="list-style-type: none"> Chair and Vice Chair to report at Group Leaders' meetings following every formal meeting of the Standards Committee. Further reporting / communication to be undertaken as required. Any work required as part of the Standards Committee's duty to assess the group leaders' discharge of their statutory duties.
5	Communication with IOACC / Town and Community Council Members	<ul style="list-style-type: none"> Following the formal meetings of the Committee. Agree how best to communicate key messages. Possibly by the provision of links and attendance at the Forum.
6	Meetings	<ul style="list-style-type: none"> Meet the statutory requirements to hold one formal meeting annually. It has been usual practice for two formal meetings to be held. Informal meetings may also be arranged, as required.
7	Complaints reporting – Quarterly Update Reports	<ul style="list-style-type: none"> Reports will be included on the Committee's formal Agendas. The report to the Standards Committee discusses any particular trends. Need to continue to review this and

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		ensure that the process preserves and respects (any of) the PSOW's requirements of confidentiality relating to these matters.
8	Training for SC Members	<ul style="list-style-type: none"> Continue to ensure that all Standards Committee Members complete mandatory training. Arrange any further training required, in consultation with the HR Training Manager.
9	Chair Training – Challenging Conduct	<ul style="list-style-type: none"> For the Chair / Vice-Chair to attend training being arranged via the HR Training Manager on dealing with challenging conduct by members and/or public.
10	How to Complain	<ul style="list-style-type: none"> Consideration to be given as to how to publicise how to complain against Members once it has been settled what the process will be for 'low-level complaints' following the Welsh Government's consultation on the Penn Review.
11	Dispensations	<ul style="list-style-type: none"> As and when applications arise
12	Members Annual Reports	<ul style="list-style-type: none"> Standards Committee to continue to encourage the practice of completing Annual Reports and work with the Head of Democracy in this matter, whilst appreciating that whether they decide to complete an annual report is a matter for each individual Councillor.
13	Town and Community Council	<ul style="list-style-type: none"> Chair and/or Vice Chair to attend regular Forum Meetings to present matters of interest from the Standards Committee to the Town and Community Councils.
14	National Standards Committee Forum	<ul style="list-style-type: none"> For the Standards Committee Chair to attend Forum meetings and provide feedback to Standards Committee Members.
15	Case reporting by the PSOW and the APW. Provide links for Standards Committee members.	<ul style="list-style-type: none"> To provide reports at each formal Standards Committee meeting signposting the cases published by the PSOW and APW.
16	Penn report / WG consultation on ethical matters	<ul style="list-style-type: none"> Penn report published. WG Consultation ended 23.06.2023. Responses to the Consultation published by WG in 11/2023. Further work needed when Welsh Government's final response to the Consultation is published.
17	Annual Discussions for the Standards Committee members.	<ul style="list-style-type: none"> 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.
18	Observation of the Council and its Committee meetings from time to time.	<ul style="list-style-type: none"> 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.
19	Gifts and Hospitality Register – increase the registration value to £25	<ul style="list-style-type: none"> Following a discussion at a national level in the National Standards Committee Forum for Wales to standardise the level at which gifts and hospitality must be registered at all-Wales authorities, it was agreed in principle by this Council in 09/2023 that the proposed level of £25 would be applied in this authority, rather than the current £20

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		limit. However, a decision by the full Council is required before the level can be applied. A recommendation was made that the next appropriate report to be presented to the Executive / full Council include this recommendation. No such opportunities have arisen as yet. This remains the intention of the Committee.
20	Access to information about the Standards Committee on the County Council website	<ul style="list-style-type: none"> • This matter was included on the Committee's work programme for 2023/2024 and 2024/2025 but, owing to other priorities, was not actioned. • The website is being developed extensively, and it would be timely for steps to be taken to ensure there is easy access to information about the Standards Committee on the Council's website.
21	Respond to requests made in relation to the investigations being conducted by Public Services Ombudsman for Wales as a result of complaints against County Councillors / Community Councillors.	<ul style="list-style-type: none"> • 1 case has been referred by the PSOW to the Standards Committee for consideration. This will be reported during the 2025/2026 reporting period. • The PSOW is currently investigating a complaint in relation to 1 County Councillor. • Take any necessary action in relation to this matter, and any others, that may arise during the year.
22	Matters arising from discussions with Group Leaders in preparing the Standard Committee's Annual Report to the full Council.	<ul style="list-style-type: none"> • Outcome of meetings: Matters to be actioned: <ul style="list-style-type: none"> • General correspondence in relation to the 2024/2025 process to be sent to Group Leaders (if required). • Amend form to be completed by Group Leaders to aid completion • Review training offer
23	Local Resolution Protocol	<ul style="list-style-type: none"> • Action amendments to the Local Resolution Protocol, following the review in 02/2025, that follow the principles shared by the PSOW.

Standards Committee Newsletter: Town and Community Councils

Summer 2024 - Issue 7



The [Standards Committee](#) (SC) is here to assist Councillors in complying with the Code of Conduct adopted by your Town or Community Council (TCC). As you know, maintaining high standards of ethical behaviour is crucial to your role in representing the public.

Code of Conduct Training for Town and Community Councils

The SC is glad to be able to offer four training sessions on the Code of Conduct for TCC Clerks and Councillors during the Autumn of 2024. This training is considered timely (halfway through the term since the last local elections when the training was first offered) and due to the rise in complaints within TCCs during Quarter 4 2023/2024. The SC is keen to encourage Clerks and Councillors to attend these sessions to improve your understanding of the Code of Conduct.

The sessions will be held on:

Monday, 14/10/2024 at 2:00pm (Welsh)

Wednesday 23/10/2024 at 2:00pm (English)

Thursday 07/11/2024 at 6:30pm (Welsh)

Tuesday 19/11/2024 at 6:30pm (English)

The sessions will last an hour and a half and will be held virtually.

According to the Sanctions Guide produced by the Adjudication Panel for Wales, failure to attend training on the Code of Conduct is considered an aggravating factor when considering sanctions. The training will not safeguard Councillors against complaints; however, it is a way of educating Clerks and Councillors to ensure they understand the Code and its implications.

Correspondence has already been sent to TCC Clerks and you are requested to contact the Legal Department to gain a place on this course. Spaces are limited and will therefore be allocated on a first come first served basis. Please contact Cyfraith@anglesey.gov.wales by **27/09/2024** to reserve a space, specifying which session you'd like to attend. **These sessions are free of charge.**

Over the page...

Dispensations

Councillors may be granted a dispensation by the SC that allows them to participate in decisions despite having a prejudicial interest under the Code. TCC Clerks have received guidance on how to apply for a dispensation and the Monitoring Officer would be more than happy to provide further copies on request.

Please contact the Monitoring Officer for support and advice regarding dispensations.

Social Media

During its formal meetings the SC receives reports on cases from across Wales that have been considered by the [Public Services Ombudsman for Wales](#) (PSOW) and the [Adjudication Panel for Wales](#) (APW). The County Council has adopted a social media protocol, a copy is available [here](#). Considering the cases recently determined by the PSOW/APW, if your TCC has not yet adopted a social media protocol, you may wish to consider doing so as social media issues can lead to breaches of the Code of Conduct for Members.

Recent Complaints

The SC is concerned that 5 complaints have been sent to the PSOW regarding Members of the same local Community Council within a short period of time at the beginning of 2024 (during Quarter 4 2023/2024). One case is still under investigation.

This is an increase compared to Quarters 1, 2 and 3 when no complaints were sent to the Ombudsman regarding Anglesey TCC Councillors.

The PSOW encourages TCCs to adopt a local resolution protocol based on the One Voice Wales model. A link to this protocol is available [here](#).

For matters that are beyond the remit of this Protocol you will need to consider forwarding the complaint to the PSOW.

And lastly...

The last formal meeting of the SC was held on 18/06/2024. Should you wish to look at the items/reports considered during the meeting, please follow [this](#) link.

If you have any suggestions regarding the kind of topics you'd like us to cover in the next newsletter, please get in touch with the Chair of the Standards Committee Cyfraith@anglesey.gov.wales.

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Standards Committee Newsletter: Anglesey County Council Elected Members

Summer 2024 - Issue 7



The [Standards Committee](#) (SC) is here to support you in complying with the [Code of Conduct](#) for Members. As you know maintaining high standards of ethical behaviour is crucial to your role in representing the public.

Mandatory Training for Elected Members

The SC has noted that attendance by Elected Members at mandatory training is lower than expected. As a committee, we are keen to urge all Councillors to attend mandatory training to ensure you have the necessary information to fulfil your role. The Committee believes that training is a way of educating Councillors and adding value to the Council as a whole.

Group Leaders receive quarterly updates on attendance in relation to training and Group Leaders are asked to urge Members who have not completed all their mandatory training to do so as soon as possible. In the same way, individuals who have not completed their mandatory training are asked to ensure that they contact the Training Department (Human Resources) to check the arrangements for future training sessions.

Social Media Protocol

At its formal meetings the SC receives reports on the all Wales cases that have been considered by the [Public Services Ombudsman for Wales](#) (PSOW) and the [Adjudication Panel for Wales](#) (APW). Considering some of the most recent cases, the SC is keen to remind Members of the Social Media Protocol that is available in paragraph 5.10 of the Council's [Constitution](#).

Members are encouraged to consider this Protocol when using social media.

Review of Elected Members Registers of Interests

Independent members of the Standards Committee recently undertook a review of the registers of interests of a sample of County Council Elected Members to ensure compliance with the Code of Conduct, and in particular the Registration requirements. The Committee decided to take the following actions based on their findings:

- Some of the Members subject to the review have received personal correspondence with recommendations to review / update / explain some of the information within their published Registers.
- When concerns were raised regarding the wellbeing of members, for example if there was a change in their attendance pattern, correspondence was sent to the member's Group Leader.

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- Several corporate or technical issues were raised which have been raised with the Chief Executive.
- A general report offering feedback on the general issues/themes raised was shared with Group Leaders in the first instance and then via email with all Members. It is hoped that this report will give members an opportunity to learn by considering the issues the SC considers to be good practice/improvements for the future. You are encouraged to consider the content of the report and to take the necessary actions.

Thank you for your cooperation with this matter. We hope you consider these periodic reviews to be worthwhile.

Code of Conduct Training for Town and Community Councils

As part of its duty to provide training on the Code of Conduct and following an increase in complaints regarding Town and Community Councillors during Quarter 4 2023/2024, the SC has arranged training on the Code of Conduct for the clerks and members of the island's Town and Community Councils during Autumn 2024. The sessions will last an hour and a half. They will be held virtually. Four sessions have been arranged as follows—

Monday, 14/10/2024 at 2:00pm (Welsh)

Wednesday, 23/10/2024 at 2:00pm (English)

Thursday, 07/11/2024 at 6:30pm (Welsh)

Tuesday, 19/11/2024 at 6:30pm (English)

The SC has already written to the Town and Community Councils informing them of the arrangements.

In your role as County Councillor, you are requested to ensure this information is brought to the attention of the Town and Community Councils you attend and encourage the Clerks and Councillors to take part in these sessions to improve their understanding of the Code of Conduct for Members.

To book a place on one of the sessions e-mail Cyfraith@anglesey.gov.wales as soon as possible. Spaces will be allocated on a first come first served basis.

And lastly...

The last formal meeting of the SC was held on 18/06/2024. Should you wish to look at the items/reports considered during the meeting, please follow [this](#) link.

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If you have any suggestions regarding the kind of topics you'd like us to cover in the next newsletter, please get in touch with the Chair of the Standards Committee
Cyfraith@anglesey.gov.wales.

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.
6. Your form will not be published. It is shared with the independent members of the Standards Committee and the supporting officers only.
7. 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.
8. 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.
9. 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.
10. The independent members of the Standards Committee will arrange to meet with each Group Leader individually and in private to discuss their reports **during May**. It is aimed to hold these meetings on the same day.
11. 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.
12. 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.

13. 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.
14. If relevant, 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.

Report by Group Leaders (GL) to the Standards Committee in relation to their GL duty:

Report by:	(name of GL)	Political Group:	(name of Group)
Period for which report applies ('the Period'):	1 April 20__ to 30 March 20__	Number of members in Group:	

Steps taken by the GL to promote compliance with the Code of Conduct:

Appendix 2 includes the type of matters the Standards Committee expects the Group Leaders to pay attention to and the threshold that is used by the Committee to consider if you have taken steps in relation to your duty as Group Leader. Please consider these matters and the 10 behavioural principals in public life that are in Appendix 3 when preparing your response.

→ Personal commitment

Use your own words to complete this section. See **Appendix 2** for more information.

→ Encouraging Members

Use your own words to complete this section. See **Appendix 2** for more information.

→ Working with the Standards Committee and other Group Leaders

Use your own words to complete this section. See **Appendix 2** for more information.

You are welcome to attach any relevant information on the steps that you have taken in relation to the above matters. However, this is not a requirement. But you are asked to prepare before your meeting with the Standards Committee and to be ready to share information and examples during these conversations.

Mandatory Training Modules () during the Period:See list of Mandatory Training in **Appendix 4**

Number of mandatory training modules to be completed by all Group members:		Number of completed modules:	
Number of members in the Group that have completed all required mandatory training modules:			
Number of members that have received training on the Code of Conduct specifically:			

Regular Group Meetings during the Period:

Number of Group meetings held for all Group members:	
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Annual development discussion between members and their Group Leader during the Period:

Number of members who have been offered an annual discussion with the GL:	
Number of members who accept the above offer with the GL:	
Number of members who have attended an annual discussion meeting with the GL:	

Annual Reports, that are considered as good practice by the Committee, for the Period:

Number of members who have submitted a completed annual report:	
--	--

Standing Register of Personal Interests:

Number of members who have reviewed their Standing Register of Interests:	
--	--

Complaints:

Complaint received from:	Stage which the complaint reached:		
(insert numbers)	Informal	Local Resolution Protocol	PSOW
member of the public			
officer			
member of the same political group			
member of a different political group / not in a political group			

Support meetings:

Number of members who have been offered support meetings by the GL:	
Number of members who have accepted the offer of a support meeting by the GL:	

Consideration for this year compared to last year:

A copy of the form that was received by you last year has been attached.

Below, please explain what matters have **improved** this year?

--

A copy of the form that was received by you last year has been attached.

Below, please explain what matters you think **need further attention** during the next year?

--

*Please send your report to the Monitoring Officer by emailing LynnBall@ynysmon.llyw.cymru***Signed by GL:** _____**Date:** _____

Steps taken by the Group Leader to promote compliance with the Code of Conduct:

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 and based on the [Statutory Guidance](#) published by Welsh Government on the Local Government and Elections (Wales) Act 2021.

Personal commitment:

- demonstrated personal commitment by attending relevant development or training around equalities and standards, including the Code of Conduct;
- setting an example by demonstrating the principles of conduct in public life, including specifically politeness and respect;
- 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, including the Code of Conduct;
- 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;
- worked with the standards committee to recognise inappropriate behavioural patterns, give them consideration, and deal with these matters e.g. asking for, or suggesting appropriate training, asking to delete inappropriate message from social media pages or asking to consider apologising.
- 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;

Other matters that could be relevant:

- You've revised the Ombudsman's Guidance on the Code of Conduct during the year. You've encouraged members of your Group to do the same.
- You've considered the Standards Committee's Newsletters during the year. You've encouraged members of your Group to do the same.

You're asked to attach relevant evidence. In compliance with the [Statutory Guidance by Welsh Government](#), evidence can include minutes from meetings, copies of correspondence, a review on members training on matters regarding equality and the Code of Conduct, and steps taken to deal with any gaps in that training.

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

Mandatory Training Modules

- **Code of Conduct ***
- **Cyber Security ***
- **Safeguarding #**
- **Data Protection**
- **Equality #**
- **Information Technology ***
- **Health and Safety**

*** = required within 6 months of a member being elected**

= required within 12 months of a member being elected

In addition to:

- **Information technology skills - which includes understanding the council's IT systems and equipment**
- **For all Chairs and Vice-Chairs of Council and its Committees:**
 - **Chairing Meetings for Chairs and Vice-chairs**
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.