

CYNGOR SIR YNYS MON / ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	STANDARDS COMMITTEE
DATE:	16 September 2015
TITLE OF REPORT:	Annual Review of Registers
PURPOSE OF THE REPORT:	At the request of the committee to discuss the revised process
REPORT BY:	Monitoring Officer
CONTACT OFFICER:	Lynn Ball, lbxc@anglesey.gov.uk 01248 2586

1. INTRODUCTION AND BACKGROUND

The annual review of registers appears every year in the standards committee's work programme.

The process of review usually begins at the end of January, with the next to be January 2016, with a report of findings presented to the Standards Committee in its March meeting.

As there are 30 councillors, the usual arrangement is for the independent members of the standards committee to review the registers of any six councillors, selected at random.

The registers are:-

- "Standing" register i.e. pre-registration of interests. The standard document is attached at <http://www.anglesey.gov.uk/council-and-democracy/councillors-democracy-and-elections/councillors/councillors-and-voting-co-opted-members-declarations-of-interest/> .
- Declaration at Meetings. The standard document is attached at **ENCLOSURE 1**
- Gifts and Hospitality. The standard document is attached at **ENCLOSURE 2**

All three registers are available, in summary, online.

Before the most recent review, in January 2015, the process was undertaken as a "desk top" exercise only with members of the standards committee having regard to a general advice note **ENCLOSURE 3** and elected members receiving prior notice of the review. The last such letter was sent to members on the 3rd January 2014.

ENCLOSURE 4

2. CONTEXT

In or around January 2015 the independent members of the standards committee undertook the review, with the summary of findings at paragraph 6 of the minutes of the standards committee meeting held on the 11th March 2015 (item 2 on this agenda).

The standards committee instructed officers to issue generic advice to members which is at **ENCLOSURE 5**. Members are specifically referred to the penultimate paragraph of that advice which includes, for the first time, a degree of direct interaction between elected members and the independent members of the standards committee in introducing a process of discussion with members in relation to any issues arising from the review.

As stated, the next review is due early in 2016, but the committee has asked for an opportunity to discuss the revised methodology, their recollections and experiences of undertaking the review and whether or not the process could be improved before the next review is undertaken. It is considered to be an opportunity to pool learning and experience with a view to improving the process.

3. ICT

One recommendation from the minute of the 11th March 2015 relates to the outcome of investigations in relation to ICT issues. This was discussed at the standards committee on the 11th March 2015, at the group leaders' meeting on the 23rd of April 2015 and at the meeting of the strategic leadership team (i.e. chief officer team) on the 27th April 2015 and thereafter the outcomes with the Chief Executive and the Online Services Manager on the 28th May 2015.

The relevant extract from the minute of the meeting on the 28th May 2015 is attached, at **ENCLOSURE 6**, and confirms the current position.

4. RECOMMENDATION

To discuss the process undertaken for review of the registers and to determine whether or not any improvements can be made when the process is undertaken again in 2016.

In light of Enclosure CH herewith, is the standards committee of the view that in 2016/17 it should also undertake a sample review of compliance at town and community council level? How and when would the standards committee undertake this and what information should be gathered in advance.

ATODIAD / ENCLOSURE

1

MEMBERS' DECLARATION OF INTEREST AT MEETINGS

Name of Member:
Name of Meeting:
Date of Meeting:
Agenda Item (number and title):

Members are required to complete boxes 1, 2, 3 and 4 below.

1. The nature of the personal interest is:
--

2. The Council business to which the personal interest relates is :

3. Members are required to tick one box
<input type="checkbox"/> D The personal interest is not prejudicial* and I took part in the item OR
<input type="checkbox"/> D The personal interest is prejudicial* and I left the meeting when the item was discussed OR
<input type="checkbox"/> D The personal interest is prejudicial* but I have a dispensation
<small>*A prejudicial interest is a personal interest which is so significant that a well-informed member of the public would reasonably believe that the Member would be unable to act on the matter in the public interest.</small>

4. Members are required to tick one box and to provide reasons
<input type="checkbox"/> D I believe my personal interest is not prejudicial* Because: _____ _____ _____
OR
<input type="checkbox"/> D I believe my personal interest is prejudicial* Because: _____ _____ _____

Signed Date of signature
THIS COMPLETED FORM SHOULD BE HANDED TO A MEMBER OF THE COMMITTEE SERVICES STAFF DURING THE COURSE OF, OR IMMEDIATELY AFTER, THE MEETING

ATODIAD / ENCLOSURE
2

ISLE OF ANGLESEY COUNTY COUNCIL

**DECLARATION BY MEMBERS AND CO-OPTED MEMBERS OF
ACCEPTANCE OF GIFT AND/OR HOSPITALITY**

Please read the Guidelines set out in the Protocol on Gifts and Hospitality at 5.9 of the Council's Constitution and then complete the details below.

Name of Member/Co-opted Member	
Name of Donor/Provider	
Description of the gift or hospitality	
Value/estimated value of the gift/hospitality	
When and where you received the gift/hospitality	
Were there any special circumstances justifying acceptance of this gift or hospitality?	
Do you have any contact whether in your role as a Councillor, or otherwise, with the person or organisation providing the gift or hospitality? Please provide details	
Details of any contract the Donor/Provider is interested in securing	
Further comments (if any)	
Signed	
Date	

ATODIAD / ENCLOSURE
3

REVIEW OF THE REGISTERS - GENERAL ADVICE NOTE (OCTOBER 2013)

The review documents will include the following:-

1. **The Standing Register** – This appears online and the link is “Councillors and voting Co-opted Members – declaration of interests”

<http://www.anglesey.gov.uk/council-and-democracy/councillors-democracy-and-elections/councillors/councillors-and-voting-co-opted-members-declarations-of-interest/>

This is completed within 28 days of election and then updated as and when changes occur. An annual letter is sent to all Members to remind them of the requirements in the Code of Conduct which expects Members to update this Register within 28 days of any material change to the relevant interests. The entries in this Register are available for public inspection online but are not interactive i.e. Members may only update in hard copy. Do you think it would be useful if they were interactive?

The form used is the standard statutory form required under the Code of Conduct and therefore modifications are not possible.

These forms are checked when received at the Council, for clear signature, date, voids in the forms (which are not permitted) and clarity of content. The versions online are typed. You should also check them for the above details.

Any forms that have not been updated since the last election (May 2008) should be highlighted.

You should have regard to the previous advices issued by the Standards Committee. These are contained in Enclosure 1 with the Report.

One concern has been the anomalies between membership of outside bodies, as recorded by the Council, when compared with declarations of membership of outside bodies as made by some Members. The Council's current list of outside bodies and including a list of School Governors is at Enclosure 3.

There have been previous cases where forms appeared to have been completed prior to Members being appointed to outside bodies but the forms were not updated after such appointments were made. Members have been reminded that whenever they are appointed to an outside body or cease to be a member of an outside body, they are required to update their entry in the standing register within 28 days of the change.

2. **The Register of Declarations of Interests at Meetings**

Aside from the earlier advices offered by the Standards Committee, as referred to in paragraph 1 above (Enclosure 1), you may wish to express a view as to whether or not the data provided in these forms has improved as a result of the said forms having been revised by the Standards Committee.

Does your review indicate whether or not some Members are having difficulty with the new forms? If so, is there any further advice that you might wish to issue?

It has also become apparent in the past that some Members are not always providing a clear enough description of their land holdings. Members have been reminded of the need to provide an accurate and full description of parcels of land and property holdings, and the same principle can be extended to buildings.

Is there any indication that Members are still declaring interests that are not relevant? In undertaking the analysis of previous declarations of interests at meetings previously it was discovered that the forms generally seemed to be a bit rushed and sometimes quite illegible and they felt members should be making more of an effort to complete them in a way that will make sense to the reader (i.e. a member of the public without specific knowledge or expertise of the code). Generally, as a matter of principle these forms should “stand alone” for the public to understand what the interest is and how it relates to and is linked with the agenda item under consideration, and whether it is a personal interest or personal and prejudicial, thereby resulting in the Member needing to leave the meeting.

It was also found that certain Members were being unnecessarily cautious in their declarations at meetings, specifically in relation to family members employed by the Council, where there appeared to be no item on the agenda to which the interest related. This created the impression that some Members may not be properly addressing their minds to their obligation to declare interests and may have, mistakenly, formed the view that such general/blanket declarations provide some kind of immunity.

Are they providing enough information about what the interest is and how it relates to Agenda items? If you wish to look at this issue in more depth, then Agenda, Reports and Minutes are available on the Council’s website. We will be happy to provide hard copies if required.

Is there any indication that Members are struggling with the distinction between declaring a personal interest (which permits them to remain in a meeting) and declaring personal and prejudicial interests (which requires them to leave meetings)?

Some of the forms reviewed previously showed a lack of understanding by the members of the difference between both interests. The form used for declaration of interests at meetings was changed to try and make the process easier for members.

Are there any changes that you wish to suggest to the form in order to assist Members or to improve clarity or transparency for the public?

Would it be useful for these forms to appear online? Obviously they do not need to be interactive as they are completed during the course of meetings. (The Committee’s attention is drawn to the Report of the Corporate Web and Information Manager which is item 4 of the Agenda).

During the previous audit it was discovered that some Members were declaring interests at meetings but then neglecting to complete the declaration of interest at

meetings form. Members have been reminded of the requirement to complete these forms and submit them to the relevant Committee Clerk before the end of the meeting at which the interest is declared.

3. **Register of Gifts and Hospitality – This appears online and the link is “Councillors”**

<http://www.anglesey.gov.uk/council-and-democracy/councillors-democracy-and-elections/councillors/>

This Register is also open to public inspection but, the forms may only be completed in hard copy. You may wish to make a recommendation here about providing an interactive facility?

(The Committee’s attention is drawn to the Report of the Corporate Web and Information Manager which is item 4 of the Agenda).

Declarations must be made within 28 days of any gift or hospitality having been received above the £20 limit.

Again, the Standards Committee has improved the registration form (which was submitted with its Protocol on Gifts and Hospitality, 5.9 in the Constitution, currently at page 253).

You are asked to review the registrations to see whether there is compliance with the Protocol. Is sufficient information being provided? Are the registrations timely? Do you think the new form provides greater clarity and transparency? Can you suggest any further improvements or advice that needs to be issued to Members?

Of concern may be the fact that so few (12 altogether in 12 months) registrations have been made, particularly with regards to hospitality. You may wish to ask the Monitoring Officer to undertake further enquiries or to issue a reminder to Members about their obligations.

ATODIAD / ENCLOSURE

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LYNN BALL LL.B., (Hons.)Cyfreithiwr/Solicitor
PENNAETH SWYDDOGAETH (BUSNES Y CYNGOR) /
SWYDDOG MONITRO
HEAD OF FUNCTION (COUNCIL BUSINESS) /
MONITORING OFFICER

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ISLE OF ANGLESEY COUNTY COUNCIL
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Ein Cyf - Our Ref. AP/EC/CC-015794-LB
Eich Cyf - Your Ref.

Cynghorwyr a Aelodau Cyfetholedig
Councillors and Co-opted Members

03/01/2014

Annwyl Gynghorydd/Aelod Cyfetholedig

**ADOLYGIAD O'R COFRESTRAU
DATGAN DIDDORDEB GAN Y
PWYLLGOR SAFONAU**

Ysgrifennaf i'ch atgoffa y bydd y Pwyllgor Safonau yn cynnal ei adolygiad blynyddol o'r Cofrestrau sy'n cael eu cadw gan y Cyngor ynglŷn â datganiadau o ddiddordeb gan Gynghorwyr / Aelodau Cyfetholedig.

Y flwyddyn hon bydd y Pwyllgor Safonau hefyd yn adolygu cofnod hyfforddi pob Cynghorydd ac Aelod Cyfetholedig. Nodwch os gwelwch yn dda na chynhelir adolygiad o'r adolygiadau datblygu personol sydd yn gyfrinachol.

Ymhellach, ni fydd y Pwyllgor Safonau yn adrodd ar ganlyniadau unigol yr archwiliad ond bydd yn cynhyrchu canlyniadau ystadegol ar gyfer adrodd arnynt i gyfarfod o'r Pwyllgor Safonau yn y dyfodol.

Cyn i'r adolygiadau gael eu cynnal, yn ystod Chwefror 2014, bydd cyfle i

Dear Councillor/Co-opted Member

**REVIEW OF REGISTERS OF
DECLARATION OF INTEREST BY THE
STANDARDS COMMITTEE**

I write to remind you that the Standards Committee will be carrying out its annual review of the Registers in respect of declarations of interest by Councillors / Co-opted Members which are held by the Council.

This year the Standards Committee will also be reviewing each Councillor and Co-opted Member's training record. Please note that a review will not be undertaken of any personal development reviews which are confidential.

Further, the Standards Committee will not report on individual results of the audit but will produce generic statistical results to be reported to a future standards committee meeting.

Before the reviews take place, during February 2014, an opportunity is given to

Gynghorwyr ac Aelodau Cyfetholedig edrych ar eu manylion yn y Cofrestrau a'u siecio er mwyn gwneud yn siŵr eu bod yn gyflawn, yn gywir ac yn gyfredol.

1. Y Gofrestr Sefydlog

Byddwch yn gwerthfawrogi bod yn rhaid rhoi gwybod am unrhyw newidiadau i'r gofrestr sefydlog o fewn 28 diwrnod i'r newid fod wedi digwydd.

Mae'r cofnodion yn y "Gofrestr Sefydlog" ar-lein a gellir eu gweld trwy ddilyn y cyswllt canlynol :-

<http://www.ynysmon.gov.uk/cyngor-a-democratiaeth/cynghorwyr-democratiaeth-ac-etholiadau/cynghorwyr/cynghorwyr-ac-aelodau-cyfetholedig-syn-pleidleisio-datganiadau-diddordeb?redirect=false>

Gellir hefyd eu cwblhau ar lein.

2. Datgan Diddordebau mewn Cyfarfodydd

Dylid cwblhau datganiad a wneir mewn cyfarfod yn ystod y cyfarfod neu wedi i'r cyfarfod ddod i ben. Ni fedrir eu llenwi ar-lein ond gellir gweld y gofrestr ar-lein drwy'r ddolen isod:-

<http://www.anglesey.gov.uk/council-and-democracy/councillors-democracy-and-elections/councillors/councillors-and-voting-co-opted-members-declarations-of-interest/>

3. Datganiad o Roddion a Lletygarwch

Dylid cwblhau'r rhain o fewn 28 diwrnod o'u derbyn. Yn unol â'r ohebiaeth flaenorol a anfonwyd atoch, mae'n bosibl cwblhau'r rhain ar-lein. I adolygu'r ffurflenni hyn, cysylltwch os gwelwch yn dda â'r Rheolwr Gwasanaethau Pwyllgor sy'n cadw cofrestr ysgrifenedig.

Er mwyn eich cynorthwyo i ddiweddarau eich cofrestrau,, amgaeaf gyda hwn gopi o ddogfen o'r enw "Casgliadau o Archwiliadau Blaenorol o Gofrestrau" sydd

Councillors and Co-opted Members to look at their details in the Registers and to check them for completeness, accuracy and to confirm that they remain current.

1. The Standing register

You will appreciate that, in relation to the standing register, any changes must be notified within 28 days of the change having occurred.

The entries in the "Standing Register" are online and can be accessed by the following link :-

<http://www.anglesey.gov.uk/council-and-democracy/councillors-democracy-and-elections/councillors/councillors-and-voting-co-opted-members-declarations-of-interest/>

These can also be completed on-line.

2. Declaration of Interests at Meetings

Declarations at meetings should be completed during the meeting or immediately after the end of the meeting. These cannot be completed on-line but the register can also be accessed on-line by the following link:-

<http://www.anglesey.gov.uk/council-and-democracy/councillors-democracy-and-elections/councillors/councillors-and-voting-co-opted-members-declarations-of-interest/>

3. Declarations of Gifts and Hospitality

These should be completed within 28 days of receipt. As per previous correspondence sent, it is possible to complete these on-line. To review these forms please contact the Committee Services Manager who maintains a written register.

In order to assist you with updating your registers, I enclose herewith a copy of a document entitled "Findings of Previous Audits of Registers" which sets out typical generic

yn nodi materion cyffredinol nodweddiadol a gododd o'r archwiliad diwethaf y byddwch efallai'n dymuno eu hystyried wrth ddiweddarau'r gofrestr.

Ar gais y Pwyllgor Safonau, gofynnwyd i mi eich sicrhau mai'r pwrpas y tu ôl i'r ymarfer hwn yw helpu'r Pwyllgor Safonau i wneud argymhellion cyffredinol i'r Cyngor a fydd efallai'n cynnwys ysgrifennu atoch yn unigol os oes dygwyd sylw at faterion penodol sy'n ymwneud â'ch datganiad chi.

Pe bai unrhyw ymholiadau'n codi yn ystod yr archwiliad, efallai y bydd yr aelodau cyfetholedig o'r Pwyllgor Safonau'n cysylltu â chi'n uniongyrchol i ofyn am eglurhad/gwybodaeth bellach yn ystod yr archwiliad. Efallai y gwneir hyn dros y ffôn neu drwy e-bost a byddwn yn hynod ddiolchgar petaech yn ymateb i'w hymholiadau o fewn amser rhesymol fel y gellir cwblhau'r archwiliad.

Mae'r Pwyllgor Safonau wedi gofyn i mi ddiolch i chi ymlaen llaw am eich cydweithrediad. Os oes gennych unrhyw ymholiadau, cysylltwch gyda mi drwy e-bost neu dros y ffôn os gwelwch yn dda.

Rwyf allan o'r swyddfa yr wythnos sydd yn dechrau ar y 6ed o Ionawr ond fydd y swyddog monitor Lynn Ball yn medru eich helpu yn fy absenoldeb.

issues that arose from the last audit which you may want to consider when updating the register.

At the request of the Standards Committee I have been asked to assure you that the purpose behind this exercise is to assist the Standards Committee to make general recommendations to the council which may also include writing to you individually if there are any particular issues highlighted in relation to your declarations.

If any queries arise during the audit, the individual co-opted members of the Standards Committee may then contact you directly to ask for further clarification/information during the course of the audit. This may be done by telephone or email and we would be most grateful if you could respond to their queries within a reasonable timescale to enable the audit to be completed.

The Standards Committee has asked me to extend their thanks to you in anticipation for your co-operation. If you have any queries please contact me by email or telephone.

I am out of the office on the week commencing the 6th January 2013 but the monitoring officer Lynn Ball will be able to assist you in my absence.

Yn gywir / Yours sincerely

Awena Parry
Cyfreithwraig (Llywodraethu Corfforaethol)
Solicitor Corporate Governance)

ATODIAD / ENCLOSURE
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From: Dafydd Humphreys
Sent: 13 April 2015 13:33
To: Aelodau GW6
Cc: Michael Wilson
Subject: Y Tair Cofrestr o Ddiddordebau Aelodau / The Three Registers of Members' Interests

Annwyl Gyngorydd,

Fel y gwyddoch mae'r Pwyllgor Safonau yn cynnal adolygiad blynyddol o'r tair Cofrestr o Ddiddordebau Aelodau. Mae'r Pwyllgor Safonau yn credu mai ei swyddogaeth yw cynorthwyo Cyngorwyr i gydymffurfio â'u dyletswyddau yn hytrach 'na chwilio am gangymeriadau, ac rydym yn gobeithio bydd argymhellion yr adolygiad yn ddefnyddiol i chi.

Diolch am eich cymorth a'ch cefnogaeth gyda'r adolygiad, ac am ddiweddarau eich ffurflenni pan yn angenrheidiol cyn i'r adolygiad gael ei gynnal.

Yn dilyn yr adolygiad eleni, mae'r pwyllgor yn gofyn i chi roi sylw dyledus i'r casgliadau cyffredinol sydd fel a ganlyn:-

Y Gofrestr Sefydlog

1. Rydym yn atgoffa Aelodau yn benodol i sicrhau bod eu cyfeiriadau a'u daliadau tir wedi eu disgrifio yn glir yn rhan 1.6 o'r gofrestr. Os nad oes gan Aelod diddordeb mewn tir yna dylai nodi 'Dim' neu 'Dim diddordeb' ar y gofrestr.
2. Mae'n bwysig hefyd i Aelodau ddatgelu eu haelodaeth o gyrff cyhoeddus eraill, elusennau a chymdeithasau. Dylai Aelodau nodi enw a chyfeiriad llawn y gyrff/elusennau y maent yn aelodau ohonynt.
3. Mae yna hefyd anghysondebau o ran aelodaeth o gyrff allanol, fel y cofnodwyd gan y Cyngor, a'r rheini a ddatganwyd; nid ydynt yn cael eu datgan yn y ffurflenni bob amser er eu bod yn cael eu rhestru ar "dudalen flaen" pob Cyngorydd. Gellir gweld enghraifft o "dudalen flaen" Cyngorydd ar y ddolen a ganlyn:-
<http://democratiaeth.ynysmon.gov.uk/mgUserInfo.aspx?UID=650&LLL=1>
4. Pan fo Aelodau yn datgan diddordeb busnes nid ydynt yn rhoi digon o wybodaeth ynglŷn â natur y diddordeb busnes.

Datgan diddordebau mewn cyfarfodydd

1. Mae yna lawer o enghreifftiau o Aelodau yn ticio'r blwch i ddweud fod ganddynt diddordeb ond nid ydynt yn rhoi manylion am y diddordeb. Mae angen rhoi manylion am beth yw'r diddordeb a hefyd a yw'r diddordeb yn un personol neu'n un sydd yn rhagfarnus neu'r ddau.
2. Nid yw Aelodau yn rhoi digon o wybodaeth am natur y diddordeb a sut mae'n ymwneud â'r eitemau ar y rhaglen. Mae angen bod yn fwy eglur yn hyn o beth;
3. Mae yna ddatganiadau diddordeb anghyson yn cael eu gwneud mewn gwahanol gyfarfodydd gan yr un Aelod ynghylch yr un mater. Mae Aelodau weithiau yn pleidleisio mewn rhai cyfarfodydd

ac ymatal mewn rhai eraill pan mae'r un mater yn cael ei drafod. Mae hyn yn awgrymu diffyg dealltwriaeth. Os nad yw Aelod yn sicr a oes yna ddi-ddordeb sydd angen ei ddatgelu, dylai'r Aelod ofyn am gyngor.

4. O bryd i'w gilydd, mae Aelodau yn datgan diddordeb mewn cyfarfodydd ar lafar, ond ddim yn cwblhau'r gwaith papur. Bydd angen cwblhau'r ffurflen ar gyfer datgan diddordeb mewn cyfarfod bob tro lle mae diddordeb fel hyn yn cael ei ddatgan ar lafar, gan nid yw yn ddigon i ddatgan diddordeb ar lafar yn unig.

5. Mae rhai datganiadau'n parhau i gael eu gwneud heb fod raid, er enghraifft, datganwyd diddordeb gan un Aelod pan nad oedd yn bresennol yn y cyfarfod.

Cofrestr o roddion a lletygarwch

Ychydig iawn o ddatganiadau sydd yn cael eu gwneud ynghylch rhoddion a lletygarwch a gwahoddir Aelodau i ailymgyfarwyddo gyda'r Protocol ar gyfer Rhoddion a Lletygarwch:- <http://www.ynysmon.gov.uk/cyngor-a-democratiaeth/cynghorwyr-democratiaeth-ac-etholiadau/cyfansoddiad/cyfansoddiad-rhan-5-codau-a-phrotocolau/cyfansoddiad-59-protocol-ar-roddion-a-lletygarwch?redirect=false>

Hyfforddiant

Mae'r Pwyllgor Safonau wedi nodi bod sawl Aelod wedi methu â dod i ddigon o sesiynau hyfforddiant eleni.

Mae'r casgliadau yma yn gosod allan y canlyniadau cyffredinol o'r adolygiad, ond mi fydd aelodau o'r Pwyllgor Safonau yn cysylltu gydag ambell Aelod Etholedig yn uniongyrchol lle bydd angen, er mwyn sicrhau fod yr Aelodau yna yn diweddarau eu datganiadau lle teimlwyd fod problem wedi codi yn ystod yr adolygiad. Os gwelwch yn dda a fuasech felly yn barod i drafod eich cofrestr gyda'r Pwyllgor Safonau rhag ofn bod un ohonynt yn cysylltu gyda chi.

Mae'r pwyllgor yn gwerthfawrogi eich bod i gyd yn brysur iawn ac yn ymwybodol mai dim ond un o nifer o'r tasgau y mae'n rhaid i chi roi sylw iddynt yw hon. Fodd bynnag, rydym yn gobeithio fod yr argymhellion uchod o gymorth i arbed amser i Aelodau oherwydd fod gwella safon y ffurflenni, gyda gobaith, yn osgoi cyflwyno cwynion di sail sy'n draul ar amser.

Dear Councillor,

As you know, the Standards Committee conducts an annual review of the three Registers of Members' Interests. The Standards Committee believe their role is to assist councillors to comply with their duties, not to look for errors, and we hope that you will find the recommendations from the review helpful.

Thank you for your support and assistance with the review, and for updating your forms where necessary prior to the review being conducted.

Following this year's review, the Committee asks that you have due regard to its general findings, which are as follows:-

The Standing Register

1. We would remind Members specifically to ensure that their addresses and land holdings are clearly described in section 1.6 of the register. If a Member has no interest in land they should enter 'None' or 'No Interest' on the register.

2. It is also important that Members disclose their membership of other public bodies, charities and associations. Members should provide the full name and address of organisations/charities of which they are members.

3. There are also inconsistencies in terms of membership of external organisations between those listed by the Council and those declared by individual members; they are not always recorded on the forms although they are listed on every Councillor's "front page". An example of a Councillor's "front page" can be found via the following link:-

<http://democracy.anglesey.gov.uk/mgUserInfo.aspx?UID=650&LLL=0>

4. Where members are declaring a business interest they're not providing enough information on what the business interest is.

Declaration of interests in meetings

1. There are many examples of Members ticking the box to declare an interest but not providing details of that interest. Details are required of the nature of the interest and whether that interest is a personal or a prejudicial interest or both.

2. Members do not provide sufficient information regarding the nature of the interest and how it relates to the items on the agenda. Greater clarity is required in this respect.

3. Inconsistent declarations of interest are made in various meetings by the same Member on the same matter. Members occasionally vote in some meetings and abstain in others when the same matter is being discussed. This suggests a lack of understanding. If Members are unsure as to whether they have a declarable interest they should seek advice.

4. Members occasionally declare an interest orally at meetings but do not complete the paperwork. The form needs to be completed for declarations of interest at every meeting where such an interest is declared orally, as oral declarations of interest alone are not sufficient.

5. Some interests are continuing to be declared unnecessarily, for example, one Member declared an interest when he was not present at the meeting.

Register of Gifts and Hospitality

Few declarations are made with regard to gifts and hospitality and members are invited to re-familiarise themselves with the Protocol of Gifts and Hospitality:-

<http://www.anglesey.gov.uk/council-and-democracy/councillors-democracy-and-elections/constitution/constitution-part-5-codes-and-protocols/constitution-59-protocol-on-gifts-and-hospitality/>

Training

The Standards Committee has observed that several members have failed to attend sufficient training this year.

These findings set out the general conclusions of the review but Members of the Standards Committee will be contacting some elected Members direct, if needed, in order to ensure that they update their declarations where it is felt that a problem has arisen during the review. Would you therefore please be ready to discuss your register with the Standards Committee in case one of them contacts you.

The Committee appreciates that you are all very busy and is aware that this task is only one of a number that you have to address. However, we hope that the above recommendations will assist in saving time for Members as improving the standard of the forms will hopefully avoid groundless and time consuming complaints.

Yn Gywir / Regards

Mike Wilson

Cadeirydd y Pwyllgor Safonau /Chair of the Standards Committee,
Cyngor Sir Ynys Môn / The Isle of Anglesey County Council
Document: CC-017471-AP/257200

ATODIAD / ENCLOSURE
6

Attendance Note

For Legal Services Manager

Matter reference: CC-017471-AP
Matter name: Standards Committee / Pwyllgor Safonau
Attended by: Lynn Ball
Attendance with: Dr Gwynne Jones
Pegi Allsop

Attendance on: 28 May 2015
Recorded on: 28 May 2015
Subject: Standards Committee/ Group Leaders' meeting 23 April 2015 and
SLT 27th April 2015

Issues discussed:-

- "Registers of Interest and the differences in Welsh and English versions"
 - Discrepancies in the standing register have been removed.
 - The technical glitch has now been resolved.
 - The only remaining difficulty, which Members are aware of from their training, is that when they fill in or update the standing register it will only complete on the English side of the form even when the Member input is in Welsh.
 - This could be remedied, but at an estimated cost of around £10k. It was agreed that it was not worth it and that it has not created a problem for Members or any complaints from Members. If the form is filled in in one language only then the input will be passed to the Translation Service before it is uploaded. There is no problem now with the front facing elements of the register.

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[Redacted]

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[REDACTED]

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LB