

Public Document Pack



Cyngor Sir
CEREDIGION
County Council

Neuadd Cyngor Ceredigion, Penmorfa,
Aberaeron, Ceredigion SA46 0PA
ceredigion.gov.uk

29/01/24

Dear Sir / Madam

I write to inform you that a Meeting of the Ethics and Standards Committee will be held HYBRID - NEUADD CYNGOR CEREDIGION, PENMORFA, ABERAERON / REMOTELY VIA VIDEO CONFERENCE on Wednesday, 6 March 2024 at 10.00 am for the transaction of the following business:

1. **Apologies**
2. **Personal Matters**
3. **An annual opportunity for Group Leaders to address the committee about promoting and maintaining high standards of behavior by Ceredigion County Council members**
4. **To confirm as a true record the minutes of the meeting of the Ethics & Standards Committee held on 04 December 2023 (Pages 3 - 8)**
5. **Action Log (Pages 9 - 16)**
6. **Monitoring Officer Code of Conduct Update- Quarter 3 & 4 2023-2024 (Pages 17 - 20)**
7. **Update on Adjudication Panel for Wales matters (Pages 21 - 22)**
8. **Update on the Public Services Ombudsman matters (Pages 23 - 28)**
9. **Training Programmes - Town and Community Councils (Pages 29 - 32)**
10. **Recruitment of Town and Community Councillor Representatives for Ceredigion County Council's Ethics and Standards Committee (Pages 33 - 34)**
11. **Forward Work Programme (Pages 35 - 40)**
12. **Any Other Business**

Members are reminded to sign the Attendance Register

A Translation Services will be provided at this meeting and those present are welcome to speak in Welsh or English at the meeting.

Yours faithfully

A handwritten signature in black ink, appearing to read 'L Edwards', written in a cursive style.

Miss Lowri Edwards
Corporate Lead Officer: Democratic Services

To: Chairman and Members of Ethics and Standards Committee
The remaining Members of the Council for information only.

Minutes of the Meeting of ETHICS AND STANDARDS COMMITTEE held Hybrid at Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron / remotely via video conference on Monday, 04 December 2023

PRESENT: Mr John Weston (Chair) Mr Alan Davies and Ms.Gail Storr

Councillors Caryl Roberts, Gwyn Wigley Evans & Cllr Jan Culley (Elected Members)

Other Elected Members in attendance: Councillors Bryan Davies, Catrin M S Davies and Meirion Davies

IN ATTENDANCE:

Ms Elin Prysor (Monitoring Officer)

Mrs Lisa Evans (Scrutiny and Standards Officer)

Mrs Dana Jones (Democratic and Standards Officer)

(10:00am-11:15pm)

1 Apologies

Miss Caryl Davies and Ms Carol Edwards apologised for their inability to attend the meeting.

In the absence of the Chair, the meeting was chaired by the Vice-Chair, Mr John Weston.

Councillor Delyth James had attended the meeting, however, due to the quorum of the Committee, it was agreed that she would leave the Committee in order that the number of Independent Members and Councillors were balanced.

2 Disclosure of personal / prejudicial interests

None.

3 To consider applications for dispensation from the following Councillors

(i) Councillor Bryan Davies - Ceredigion County Council

An Application dated the 17 October 2023 was received from Councillor Bryan Davies, Ceredigion County Council to speak and vote upon the Council Tax Premium for Long-Term Empty Properties and Second Homes in Ceredigion. He co-owns a house with his wife and brother. The house was rented to a family long-term.

Councillor Davies was present at the meeting to present his application and answered questions regarding his application.

Councillor Davies was requested to leave the Chamber for the Committee to consider his application.

It was RESOLVED to grant Councillor Davies a dispensation to speak and vote on the grounds that the nature of the members' interest is such that the member's participation in the business to which the interest relates would not damage public confidence in the conduct of the relevant authority's business, (regulation 2 (d) of the Standards Committees (Grant Dispensations)(Wales) Regulations 2001). The dispensation was granted for a period of 12 months.

(ii) Councillor Ifan Davies, Ceredigion County Council, Ceredigion County Council

An Application dated the 21 November 2023 was received from Councillor Ifan Davies, Ceredigion County Council to speak only upon the Second homes council tax. He owned a number of properties in Ceredigion

The Committee took the view that there was insufficient information in the application.

It was RESOLVED to grant Councillor Davies a dispensation to speak only (due to the lack of information on his application form in relation to the properties that he owned), on the grounds that the participation of the member in the business to which the interest relates is justified by the member's particular role or expertise (regulation (f) of the Standards Committees (Grant of Dispensations)(Wales) Regulations 2001). The dispensation was granted for a period of 12 months.

(iii) Councillor Catrin M S Davies, Ceredigion County Council

An Application dated 03 November 2023 was received from Councillor Catrin M S Davies, Ceredigion County Council to speak and vote upon the Council discussion on raising the tax on second homes.

She owned an empty property but did not own a holiday home. Charging tax on holiday homes would not affect her.

Councillor Davies was present at the meeting to present her application and answered questions regarding her application.

Councillor Davies was requested to leave the video conference for the Committee to consider her application.

It was RESOLVED to grant Councillor Davies a dispensation to speak and vote on the grounds that the nature of the members' interest is such that the member's participation in the business to which the interest relates would not damage public confidence in the conduct of the relevant authority's business, (regulation 2 (d) of the Standards Committees (Grant of Dispensations)(Wales) Regulations 2001). The dispensation was granted for a period of 12 months.

(iv) Councillor Rhodri Evans, Ceredigion County Council

An Application dated the 27 November 2023 was received from Councillor Rhodri Evans, Ceredigion County Council to speak and vote upon Council Tax Premium for Long-Term Empty Properties and Second Homes in

Ceredigion. He owned properties (other than his home) which were rented/let out.

It was RESOLVED to grant Councillor Evans a dispensation to speak and vote on the grounds that nature of the members' interest is such that the member's participation in the business to which the interest relates would not damage public confidence in the conduct of the relevant authority's business, the interest is common to the member and a significant proportion of the general public; and the participation of the member in the business to which the interest relates is justified by the member's particular role or expertise (regulation 2 (d) (e) and (f) of the Standards Committees (Grant of Dispensations)(Wales) Regulations 2001). The dispensation was granted for a period of 12 months.

(v) Councillor Marc Davies, Ceredigion County Council

An Application dated the 21 November 2023 was received from Councillor Marc Davies, Ceredigion County Council to speak and vote upon the Second homes council tax. He had other properties that he let on long term agreements.

It was RESOLVED to grant Councillor Davies a dispensation to speak and vote on the grounds that the nature of the members' interest is such that the member's participation in the business to which the interest relates would not damage public confidence in the conduct of the relevant authority's business, that the interest is common to the member and a significant proportion of the general public and the participation of the member in the business to which the interest relates is justified by the member's particular role or expertise (regulation 2 (d) (e) and (f) of the Standards Committees (Grant of Dispensations)(Wales) Regulations 2001). The dispensation was granted for a period of 12 months.

(vi) Councillor Meirion Davies, Ceredigion County Council

An Application dated the 27 November 2023 was received from Councillor Meirion Davies, Ceredigion County Council to speak and vote upon Council Tax Premiums. He owned a holiday let on his farm.

Councillor Davies was present at the meeting to present his application and answered questions regarding his application.

Councillor Davies was requested to leave the Chamber for the Committee to consider his application.

It was RESOLVED to grant Councillor Davies a dispensation to speak and vote on the grounds that the nature of the members' interest is such that the member's participation in the business to which the interest relates would not damage public confidence in the conduct of the relevant authority's business, and the participation of the member in the business to which the interest relates is justified by the member's particular role or expertise (regulation 2 (d) and (f) of the Standards Committees (Grant of Dispensations)(Wales) Regulations 2001). The dispensation was granted for a period of 12 months.

(vii) Councillor Wyn Evans, Ceredigion County Council

An Application dated the 27 November 2023 was received from Councillor Wyn Evans, Ceredigion County Council to speak and vote upon Council Tax premium for long-Term Empty Properties and Second Homes in Ceredigion. He part owned a property (other than his home) which was rented/ let out.

It was RESOLVED to grant Councillor Evans a dispensation to speak and vote on the grounds that the nature of the members' interest is such that the member's participation in the business to which the interest relates would not damage public confidence in the conduct of the relevant authority's business, and the participation of the member in the business to which the interest relates is justified by the member's particular role or expertise (regulation 2 (d) and (f) of the Standards Committees (Grant of Dispensations)(Wales) Regulations 2001). The dispensation was granted for a period of 12 months.

4 To confirm as a true record the minutes of the meeting of the Ethics & Standards Committee held on 15 July 2023

It was RESOLVED to confirm as a true record of the minutes of the meeting of the Committee held on 15 July 2023.

Matters Arising

Minute 3-The Monitoring Officer reported that Ms Gail Storr had agreed to become a second Independent Member for the Mid Wales CJC Standards Corporate Joint Committee sub-committee. These arrangements would be confirmed at the Council meeting on the 14 December 2023. It was noted that Carol Edwards and Councillor Gwyn Wigley Evans was also a Councillor representative on the sub-committee.

Minute 7 – It was reported that a new independent Member had been appointed on the 16 November 2023 to replace Mr John Weston on the 22 February 2024, Ms Llinos James. This appointment would be confirmed at the meeting of the Council on the 14 December 2023.

Minute 13- The PSOW Decision Notices had been circulated by confidential email. The Monitoring Officer reported that she had attended the MO group on 01 December 2023, and it was reported that in the future Standards Committee hearings decision letters guidance would be circulated by the PSOW

Minute 14- It was agreed at the MO group that the information provided on the PSOW website in relation to decisions to replace the Casebook was not user friendly. This was currently being addressed and a newsletter would also be circulated in the future.

Minute 15- The MO had informed the group that the Chair of Ceredigion Ethics and Standards Committee had requested that IRPW Annual Report be placed as an item on the next agenda of the National Standards Committee Forum for consideration. The Chair would provide feedback from the Forum at the next meeting (29/1/24).

Minute 16- The MO reported that she had informed the MO group that Ceredigion County Council Ethics & Standards Committee had agreed that the gift/hospitality threshold for Ceredigion County Council Members remain at £21. It was stated that the £25 had been recommended by the Penn review. However, this was a recommendation only and that legislation would be required to ensure consistency.

5 Feedback from the political group leader's compliance assessment Workshop

It was AGREED to note the content of the report subject to the following:-

- (i) that the dates of the workshops had been arranged following the publication of the agenda for the 24 April 2024 and 20 May 2024;
- (ii) Group Leaders would be invited to attend the meeting held on the 06 March 2024; and
- (iii) to note the need to inform the Group Leaders that only two Members had attended the on-line Social media training and that all Councillors should complete this training as soon as possible.

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6 Review of application for dispensation form

It was AGREED to approve the amended dispensation form subject to additional insertion of the Ward that County Councillors represented in 'Your Details'

7 Appointment of Vice-Chair

It was AGREED that Ms Gail Storr be appointed as Vice-Chair as from 22 February 2024 for a period of four years,

There was a need to agree to the appointment at this meeting as the next meeting was not held until March 2024. Council would be informed on 14/12/23.

All Members thanked Mr John Weston for his work on the Committee for the last six years and wished him well for the future.

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Ceredigion County Council Ethics and Standards Committee Meeting Actions Log 2023-2024*

The purpose of this Actions Log is to monitor Actions agreed by the Ethics and Standards Committee at their Meetings e.g. where the Ethics and Standards have requested a future Report to be presented to them, or information sought at a future Meeting.

For further information regarding the Actions Log please contact the Standards Officer.

Last updated: 24 January 2024

*Municipal Year

Actions marked green and Completed ('Y') shall be removed from the subsequent Actions Log

Acronyms:

AW – Audit Wales

CE: Chief Executive

CLO – Corporate Lead Officer

FWP – Forward Work Programme

SO – Standards Officer

MO – Monitoring Officer

CM – Corporate Manager

ESC – Ethics and Standards
Committee

OVW – One Voice Wales

L&G – Legal & Governance

N/A – Not Applicable

TBC – To Be Confirmed

No.	ESC Meeting Date	Item	Noted/ Comments	Action	Officer(s) responsible for Action	Progress Update	To next be Reported	Completed ? Y/N
1	25/1/23	Harmonisation of gifts/hospitality thresholds across all Welsh Authorities	<p>AGREED that:</p> <p>Whilst consistency agreed in principle, local variation was acceptable.</p>	<p>The threshold for acceptance of gifts by Council Members and Officers should be in-line with each other.</p> <p>Further consideration would be given to this proposal by the Committee and would also be placed on the Forward Work Programme for consideration. Also potentially by the Democratic Services Committee as necessary. Changes to</p>	MO / NJ	<p>Emal sent to MO /NJ 17/2/23</p> <p>3/4/23 meeting: agreed that it would be reviewed again in six months as it was also now a part of the consultation in the Penn report. This would be placed on the Forward Work Programme.</p> <p>15/11/23: AGREED to</p> <p>(i) note the developments since considering this matter at</p>	15/11/23	Yes

No.	ESC Meeting Date	Item	Noted/ Comments	Action	Officer(s) responsible for Action	Progress Update	To next be Reported	Completed ? Y/N
				the Code could only be made by Council.		the meeting on 23/1/23; and (ii) that the gift/hospitality threshold for Ceredigion County Council Members remain at £21.		
2	3/4/23	Appoint Vice Chair		Deferred to next meeting		JW confirmed he'd be happy to remain as Vice Chair until his term of office comes to end	5/6/23 Report to Committee 4/12/23: It was AGREED that Ms Gail Storr be appointed as Vice-Chair as from 22 February	Yes

No.	ESC Meeting Date	Item	Noted/ Comments	Action	Officer(s) responsible for Action	Progress Update	To next be Reported	Completed ? Y/N
							2024 for a period of four years. Council informed on 14/12/23.	
3	3/4/23 5/6/23	Code of Conduct refresher training for Town/ Community Councils		To be offered to Town/ Community Councils in 2024	DJ / MO	15/11/23: It was AGREED as training was available on the Code of Conduct by One Voices Wales, that Town and Community Councils should contact them for training.		Yes
4	5/6/23	Succession Planning of Independent Members		Report to Council Establish shortlisting / interview panel	LME	Report taken to Council Shortlisting panel took place on 9/10/23 Interviews scheduled to take place on 16/11/23	Update on 15/11/23`	Yes

No.	ESC Meeting Date	Item	Noted/ Comments	Action	Officer(s) responsible for Action	Progress Update	To next be Reported	Completed ? Y/N
						Llinos Jones appointed from 22/2/24		
5	15/11/23	The Public Services Ombudsman Annual Letter 22/23 ,PSOW Annual Report 22/23 and PSOW Decision Notices	It was AGREED to (i) note the contents of the PSOW Annual letter 22/23 and the PSOW Annual report 22/23, (ii) that Members receive information regarding PSOW Decision Notices, and (iii) that they would be circulated by	Confidential email	MO/DJ	DJ circulated via confidential email		Y

No.	ESC Meeting Date	Item	Noted/ Comments	Action	Officer(s) responsible for Action	Progress Update	To next be Reported	Completed ? Y/N
			confidential email					
6	15/11/23	Town & Community Council training Plans	<p>AGREED</p> <p>(i) that an email was sent to all clerks reminding them that they must prepare and publish a training plan, and to request that the plans were sent to Ceredigion County Council</p> <p>(ii) that the monitoring plan of these training plans be an item on the Forward Work Programme to consider annually; and</p>	Email to community/town councils	LE	Email sent	6/3/23	

No.	ESC Meeting Date	Item	Noted/ Comments	Action	Officer(s) responsible for Action	Progress Update	To next be Reported	Completed ? Y/N
			(iii) that the respective County Councillor be contacted if the Community Council in their Ward had not presented the plan to the Council; as to state that the plan was required to be on their website in line with legislation					

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Cyngor Sir CEREDIGION County Council

REPORT TO:	Ethics and Standards Committee
Title:	Monitoring Officer Code of Conduct Update- Quarter 3 & 4 2023-2024
DATE:	6 March 2024
LOCATION:	Hybrid
Purpose:	Information

Background

Committee will recall that the Monitoring Officer reported Q1& 2 23/24 on 15/11/23.

Committee:

- requested to be informed in future reports of any trends that had increased/decreased
- noted the increase in recent years of trends relating to social media and online abuse.

Current position

The Monitoring Officer Update-Q 3& 4 to date (October 2023-December 2023/January 2024) on Code of Conduct activity and recent trends and statistics is shown below.

County Council

- Decrease-lack of respect and consideration to officers
- Increase-lack of respect and consideration to other Councillors
- Decrease: Lack of respect and consideration to officers in public meetings

Statistics:

- APW interim suspension x1:6m-expired 9/1/24.
Councillor resigned. Awaiting PSOW final report.

- Councillors subject to enforcement investigation:x1
 - Self-referral to MO:0
 - Self-referral to PSOW:0
 - Councillor apology in public meeting:x1
 - PSOW Decision Notices Q4 to date:x1

Town & Community Councils

- Increase in complaints relating to behaviour- lack of respect and consideration
- Increase- lack of respect and consideration towards members of public in public meeting eg offensive/inflammatory comments, falling short of breach of Code due to enhanced protection afforded by member’s freedom of expression by Article 10 of the European Convention on Human Rights.

Statistics:

- Councillor failing to self-report conviction to PSOW:x1
- PSOW referral to Ethics and Standards Committee for initial determination hearing:x1
- PSOW Decision Notices Q4 to date:x4 reported

RECOMMENDATION (S):

To note the contents of the report

REASON FOR RECOMMENDATION (S):

To inform Committee of Code of Conduct activity and recent trends

Contact Name: Elin Prysor
Designation: Monitoring Officer
Date of Report: 15/1/24

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CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: Ethics and Standards Committee

Date of meeting: 6 March 2024

Title: Update on Adjudication Panel for Wales matters

Purpose of the report: To update the Committee on Adjudication Panel for Wales matters

Background

The Adjudication Panel for Wales (APW) is an independent tribunal that has been set up to determine alleged breaches against an authority's statutory Code of Conduct by elected and co-opted members of Welsh County, County Borough and Community Councils, Fire and National Park Authorities.

Since Committee's last meeting on 15/11/23 the following Items have been issued by the APW:

References from the Public Services Ombudsman for Wales: none

Appeals against Standards Committee decisions: 1

Councillor David Metcalfe

Relevant Authority: Cefn Community Council

(principal authority - Wrexham County Borough Council

Notice of Decision: [apw-appeal-decision-david-metcalfe.pdf \(gov.wales\)](https://gov.wales/apw-appeal-decision-david-metcalfe.pdf)

Conclusion: "An Appeal Tribunal will not be convened by the President of the Adjudication Panel for Wales. The Monitoring Officer will be notified to enable the period of suspension to commence."

Wrexham Borough Council Standards Committee 16/1/24:

[Standards Hearing into the conduct of Community Councillor David Metcalfe of Cefn Community Council \(wrexham.gov.uk\)](https://wrexham.gov.uk/standards-hearing-into-the-conduct-of-community-councillor-david-metcalfe-of-cefn-community-council)

Wellbeing of Future Generations:

Has an Integrated Impact Assessment been completed? If, not, please state why.

No

Summary of Integrated Impact Assessment:

Long term: N/A

Collaboration: N/A

Involvement: N/A

Prevention: N/A

Integration: N/A

Recommendation(s):

To note the contents of the report.

Contact Name: Elin Prysor

Designation: Monitoring Officer

Date of Report: 22/2/24

Acronyms:

CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: Ethics and Standards Committee

Date of meeting: 6 Mach 2024

Title: The Public Services Ombudsman Code of Conduct Findings

Purpose of the report: To update the Committee on Public Service Ombudsman Wales matters

Background

The Public Services Ombudsman for Wales considers complaints relating to the Members Code of Conduct, under the provisions of Part III of the Local Government Act 2000 and the relevant Orders made by the National Assembly for Wales under that Act. The following is a decision published since the last meeting.

Promotion of equality & respect: Powys County Council/Bannau Brycheiniog National Park Authority

Report date

20/11/2023

Subject

CODE : Promotion of equality & respect

Outcome

CODE

Case ref number

202201455/202202498

Report type

CODE - Referred to Standards Committee

Relevant body

Powys County Council/Bannau Brycheiniog National Park Authority

[View report](#)

Promotion of equality & respect: Mumbles Community Council

Report date

10/10/2023

Subject

CODE : Promotion of equality & respect

Outcome

CODE

Case ref number

202203558

Report type

CODE - Referred to the Adjudication Panel for Wales

Relevant body

Mumbles Community Council

[View report](#)

Promotion of equality & respect: Buckley Town Council

Report date

29/09/2023

Subject

CODE : Promotion of equality & respect

Outcome

CODE

Case ref number

202105656

Report type

CODE - Referred to Standards Committee

Relevant body

Buckley Town Council

[View report](#)

Promotion of equality & respect: Wrexham County Borough Council

Report date

09/11/2023

Subject

CODE : Promotion of equality & respect

Outcome

CODE

Case ref number

202200187

Report type

CODE - No Action Necessary

Relevant body

Wrexham County Borough Council

[View report](#)

Promotion of equality & respect: Monmouthshire County Council

Report date

20/10/2023

Subject

CODE : Promotion of equality & respect

Outcome

CODE

Case ref number

202201568

Report type

CODE - No Action Necessary

Relevant body

Monmouthshire County Council

[View report](#)

Promotion of equality & respect: Wrexham County Borough Council

Report date

28/09/2023

Subject

CODE : Promotion of equality & respect

Outcome

CODE

Case ref number

202204477

Report type

CODE - No Action Necessary

Relevant body

Wrexham County Borough Council

[View report](#)

Disclosure & registration of interest: Ffestiniog Town Council

Report date

13/09/2023

Subject

CODE : Disclosure & registration of interest

Outcome

CODE

Case ref number

202201791

Report type

CODE - No Action Necessary

Relevant body

Ffestiniog Town Council -

[View report](#)

Disclosure & registration of interest : Ffestiniog Town Council

Report date

13/09/2023

Subject

CODE : Disclosure & registration of interest

Outcome

CODE

Case ref number

202201793

Report type

CODE - No Action Necessary

Relevant body

Ffestiniog Town Council

[View report](#)

Promotion of equality & respect: Bridgend County Borough Council

Report date

24/08/2023

Subject

CODE : Promotion of equality & respect

Outcome

CODE

Case ref number

202204616

Report type

CODE - No Action Necessary

Relevant body

Bridgend County Borough Council

[View report](#)

Disclosure & registration of interest: Abertillery & Llanhilleth Community Council

Report date

16/08/2023

Subject

CODE : Disclosure & registration of interest

Outcome

CODE

Case ref number

202005463

Report type

CODE - No Action Necessary

Relevant body

Abertillery & Llanhilleth Community Council

[View report](#)

Disclosure & registration of interest: Abertillery & Llanhilleth Community Council

Report date

16/08/2023

Subject

CODE : Disclosure & registration of interest

Outcome

CODE

Case ref number

202102478

Report type

CODE - No Action Necessary

Relevant body

Abertillery & Llanhilleth Community Council

[View report](#)

Promotion of equality & respect: Flintshire County Council

Report date

09/08/2023

Subject

CODE : Promotion of equality & respect

Outcome

CODE

Case ref number

202201136

Report type

CODE - No Action Necessary

Relevant body

Flintshire County Council

[View report](#)

Wellbeing of Future Generations:

Has an Integrated Impact Assessment been completed? If, not, please state why.

No

Summary of Integrated Impact Assessment:

Long term: N/A

Collaboration: N/A

Involvement: N/A

Prevention: N/A

Integration: N/A

Recommendation(s):

To note the contents of the report.

Contact Name: Lisa Evans

Designation: Scrutiny and Standards Officer

Date of Report: 25/02/24

Acronyms:

Cyngor Sir CEREDIGION County Council

REPORT TO:	Ethics and Standards Committee
DATE:	6 March 2024
LOCATION:	Hybrid
TITLE:	Town and Community Council training plans
PURPOSE OF REPORT:	For information

A report was presented to the Ethics and Standards Committee on 25th January 2023 on the Town and Community Council training plans. The Committee had requested that officers collate the training plans of Town and Community Councils which had to be produced and published by 5/11/22 under S67 of The Local Government and Elections (Wales) Act 2021.

The Standards Officers had written to the Town and Community Councils requesting a copy of their Council's training plan by 2nd January 2023. 13 Town/Community Councils had shared their training plans by the deadline.

The Standards Officer sent a reminder Town and Community Council that they must prepare and publish a training plan, and requested that the plans are sent to Ceredigion County Council by 24th January 2024. Clerks were informed that the training plan content in so far as it refers to the Code of conduct for members is useful to the Committee to assess the training needs of Town/Community Councils.

Training plans received 2022/23:

- Aberporth
- Llandysul
- Llanrhystud
- Trefeurig
- Llanbadarn
- Llanfarian
- Aberteifi
- Ceulanmaesmawr
- Geneurglyn
- Llanarth
- Llanddewi
- Llandysiliogogo
- Llanfihangel Ystrad
- Llangrannog
- Llangynfelyn
- Llanllwchaearn
- Llanwenog
- New Quay
- Llangwryfon

- Ysgubor y Coed

Training plans received 2024:

- Aberystwyth
- Borth
- Ferwig
- Lampeter
- Llanbadarn
- Llandysdiliogogo
- Llanfihangelystad
- Llangrannog
- Llangwryfon
- Llanllwchaearn
- Llanrhystyd
- Penbryn
- Trefeurig

25 Town/Community Councils have responded to the request. 26 Town/Community Councils are yet to respond.

A number of the plans list the following for each Councillor, following the One Voice Wales Template:

- Training undertaken 2021- 2022
- Training undertaken 2022- 2023
- Training undertaken 2023-24
- Training undertaken 2024-25

A few refer to module 9 on the Code of Conduct from the One Voice Wales Courses National Training Programme for Community and Town Councils in Wales. This is described as '*A highly interactive and informative module that enables participants to understand the Nolan principles of public life and develop a more in-depth knowledge of the Code of Conduct and how it applies to local Councillors.*

The module specifically covers the following:

- *The Nolan Principles*
- *What Councillors must do and must not do*
- *Personal/Prejudicial interests*
- *Predetermination & Predisposition*
- *How the Code is Policed*

The learning will be reinforced through practical exercises and a DVD of the Ombudsman explaining his role will be featured.'

Some list code of conduct as 'Training to be arranged in 2024/25'

One lists that 'All Councillors are provided with a Code of Conduct document and receive a short training session following their election – every 4 years'.

The level of detail and information provided does vary between Town/Community Councils.

This information has been shared with County Councillors to inform them if the Community Council in their Ward had not presented the plan to the Council; and to inform them that the plan was required to be on their website in line with legislation.

RECOMMENDATION (S):

To note the contents of the report.

Contact Name: Lisa Evans
Designation: Scrutiny and Standards Officer
Date of Report: 14 February 2024
Acronyms:

Cyngor Sir CEREDIGION County Council

REPORT TO: Ethics & Standards Committee

DATE: 6 March 2024

TITLE: Recruitment of Town and Community Councillor
Representatives for Ceredigion County Council's
Ethics and Standards Committee

PURPOSE OF REPORT: For Information

BACKGROUND:

Ceredigion County Council's Ethics and Standards Committee (ESC) consists of:
5 Independent lay members,
2 Elected Members: county councillors and
2 Elected Members: Town & community councillors.

A new Town and Community Council councillor will need to be appointed onto the ESC following the recent resignation of Cllr Jan Culley,.
It is recognised that an open and fair process is required to ensure that all Town & Community Councillors within the Ceredigion area who express an interest, can be considered as members of the Ethics and Standards Committee (ESC).

Proposal

All Town/Community Councils clerks will be contacted asking for names of Councillors on their respective Town & Community Councils who are interested in being considered for the role of:

Elected Member Town & Community councillor on the Council's Ethics and Standards Committee.

The Town and Community Councils will receive:

- ESC Terms of Reference
- ESC Vision
- WLGA role description/personal specification
- Ceredigion County Council Role description/personal specification
- Allowance details

Interested Councillors will be asked to submit their CV to the Council by 30th April 2024. The CV should include:

- Their relevant experience
- How they match the role description
- How they match the person specification
- How and why they are suitable for the role
- Why they are interested in the role
- What can they bring to the role

In the event that more than one name is made available, an appropriate selection process will be undertaken.

The Town and Community Councils clerks will be asked to share the relevant information with their Members by placing it on the agenda of their next meeting.
In the meantime, the Committee remains quorate.

RECOMMENDATION (S): To note the position.

Contact Name: Lisa Evans
Designation: Scrutiny and Standards Officer
Date of Report: 26 February 2024
Acronyms:

CEREDIGION COUNTY COUNCIL

Report to: Ethics and Standards Committee

Date of meeting: 6 March 2024

Title: The Ethics and Standards Forward Work Programme 2023/24

Purpose of the report: To review the current work programme of the Committee

What does the Ethics & Standards Committee do?

The Local Government Act 2000 sets out the functions of the Ethics & Standards Committee as follows:-

- promoting and maintaining high standards of conduct by Councillors
- assisting Councillors to observe the Code of Conduct
- advising the Council on the adoption or revision of the Code of Conduct
- monitoring the operation of the Code of Conduct, and
- advising, training or arranging to train Councillors on matters relating to the Code of Conduct

The Ethics & Standards Committee can also grant dispensations, which permit Councillors who have an interest in a particular item of Council business to continue to take part in that business.

Investigation reports produced by the Ombudsman or the Council's Monitoring Officer on alleged breaches of the Code of Conduct may be referred to the Ethics & Standards Committee for determination.

The Ethics & Standards Committee also exercises the above responsibilities in relation to Town and Community Councils in Ceredigion.

Examples of the type of work carried out by Ceredigion's Ethics & Standards Committee include:

- involvement in developing training materials on the Code, including a flowchart summarising the main provisions of the Code
- attendance at and participation in training sessions on the Code for both the County Council and Community Councils
- attendance at Council and Committee meetings to observe proceedings
- the introduction of procedures which allow Councillors to attend Committee meetings to present an application for dispensation in person
- providing advice to Councillors regarding dispensation applications

The Forward Work Programme

The Forward Work Programme is a standing item on each agenda of the Committee. This will provide an opportunity for the Committee to review and update the programme of work of the Committee.

Ethics and Standards Forward Work Programme 2023/24

Date	Item
6 March 2024	To consider applications for dispensation: Update on Adjudication Panel for Wales matters Update on the Public Services Ombudsman matters Training Quarterly report on trends of complaints Action Log Political group leaders Town & Community Council training Plans

2024/25

5 th June 2024	To consider applications for dispensation: Update on Adjudication Panel for Wales matters Update on the Public Services Ombudsman matters Training Quarterly report on trends of complaints Action Log Political group leaders – invited to the first meeting of the municipal year Initial Hearing – Councillor from Llanstantffraed Community Council Date to be confirmed: Transfer: Initial hearing-Councillor from Powys County Council
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	Transfer: Initial hearing-Councillor from Bannau Brycheiniog National Park Authority
4 September 2024	<p>To consider applications for dispensation:</p> <p>Update on Adjudication Panel for Wales matters</p> <p>Update on the Public Services Ombudsman matters</p> <p>Training</p> <p>Quarterly report on trends of complaints</p> <p>Action Log</p>