

Public Document Pack

Gareth Owens LL.B Barrister/Bargyfreithiwr
Head of Legal and Democratic Services
Pennaeth Gwasanaethau Cyfreithiol a Democraataidd



To: ALL MEMBERS OF THE COUNCIL

CS/NG

5 September 2012

Ceri Owen 01352 702350
ceri.owen@flintshire.gov.uk

Dear Sir / Madam

A meeting of the **FLINTSHIRE COUNTY COUNCIL** will be held in the **COUNCIL CHAMBER, COUNTY HALL, MOLD CH7 6NA** on **TUESDAY, 11TH SEPTEMBER, 2012** at **2.00 PM** to consider the following items.

Members are requested to note that there will be a display on the Pride of Flintshire Awards in the foyer outside the Council Chamber prior to the start of the meeting

Yours faithfully

Democracy & Governance Manager

AGENDA

1 **APOLOGIES FOR ABSENCE**

2 **PUBLIC QUESTION TIME**

3 **DECLARATIONS OF INTEREST**

To receive any declarations of interests from Members.

County Hall, Mold. CH7 6NA
Tel. 01352 702400 DX 708591 Mold 4
www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug. CH7 6NR
Ffôn 01352 702400 DX 708591 Mold 4
www.siryfflint.gov.uk

The Council welcomes correspondence in Welsh or English
Mae'r Cyngor yn croesawau gohebiaeth yn y Cymraeg neu'r Saesneg

4 **COUNCIL MINUTES** (Pages 1 - 12)

To confirm as a correct record the minutes of the previous meeting held on 17 July, 2012.

5 **CHAIR'S COMMUNICATIONS**

6 **PETITIONS**

7 **NOTICE OF MOTION**

The following Notice of Motion has been received from Councillors: C.A. Ellis, G.H. Bateman, M. Bateman, H. Brown, G. Hardcastle and L.A. Sharps:-

In view of the:-

- a) Proposals from Betsi Cadwaladr Health Board currently out for consultation on health care in North Wales.
- b) The impact on Flintshire residents of those proposals and in particular the proposed changes to arrangements at Glan Clwyd, Mold and Flint Hospitals, together with the repatriation of services into Wales from Countess of Chester and other hospitals in England.
- c) The increasing concerns about the proposals from Flintshire residents.

The signatories to this Notice of Motion encourage all Members to attend the special meeting of the Social & Health Overview & Scrutiny Committee at 11.00 am on the 19 September 2012 when it will be considering the consultation proposals.

8 **QUESTIONS**

To note the answers to any questions submitted in accordance with County Council Standing Order No. 9.4(A).

9 **PRIDE OF FLINTSHIRE AWARDS**

A presentation will be given by the Independent Reviewing Officer.

10 **CONSULTATION ON INDEPENDENT REMUNERATION PANEL FOR WALES DRAFT ANNUAL REPORT** (Pages 13 - 20)

Report of the Democracy and Governance Manager enclosed.

11 **LOCAL GOVERNMENT BOUNDARY COMMISSION FOR WALES:
COUNCIL SIZE POLICY CONSULTATION PAPER** (Pages 21 - 26)

At its meeting on the 17 July, 2012, County Council agreed to provide its response to the Consultation Paper, as outlined at the meeting and attached.

The Chair of the Local Government Boundary Commission for Wales has circulated a *generic* response to all Local Authorities to advise on the current situation concerning the council size policy consultation paper. This response is attached for your information. In summary, concerns were expressed about the council size range described in the paper, the councillor: elector ratio and the desirability of Ministerial Directions. The Boundary Commission have indicated that these responses show that the methodology used to establish the number of councillors for each authority was not clearly defined in its reasoning and did not meet the needs of individual councils.

12 **APPOINTMENT OF TOWN & COMMUNITY REPRESENTATIVE** (Pages 27 - 36)

Report of the Monitoring Officer enclosed.

13 **ELECTED MEMBER SURVEY** (Pages 37 - 60)

Report of the Democracy and Governance Manager enclosed.

14 **MEMBER DEVELOPMENT CHAMPION** (Pages 61 - 64)

Report of the Head of Legal and Democratic Services enclosed.

15 **SCHOOL MODERNISATION UPDATE**

The Chief Executive and Director of Lifelong Learning will provide a verbal update at the meeting.

This page is intentionally left blank

FLINTSHIRE COUNTY COUNCIL
17 JULY, 2012

Minutes of the Meeting of Flintshire County Council held in the Council Chamber, County Hall, Mold on Tuesday 17 July, 2012

PRESENT: Councillor A. Minshull (Chair)

Councillors: J.B. Attridge, G. Banks, G.H. Bateman, M. Bateman, R.C. Bithell, H. Brown, C.S. Carver, D.L. Cox, P.J. Curtis, R. Davies, A. Davies-Cooke, A.G. Diskin, G.D. Diskin, R. Dolphin, I. Dunbar, C.A. Ellis, D. Evans, J.E. Falshaw, V. Gay, A.M. Halford, G. Hardcastle, C. Hinds, H.D. Hutchinson, H.T. Isherwood, J. Johnson, R. Johnson, C.M. Jones, R.K. Jones, R.B. Jones, S. Jones, P. Lightfoot, B. Lloyd, R. Lloyd, M. Lowe, R.P. Macfarlane, D.I. Mackie, N.M. Matthews, H.J. McGuill, W. Mullin, M.J. Peers, N. Phillips, M.A. Reece, H.G. Roberts, I.B. Roberts, L.A. Sharps, A.P. Shotton, P. Shotton, I. Smith, N.R. Steele-Mortimer, C.A. Thomas, W.O. Thomas, S. Williams, D.E. Wisinger, A. Woolley and M.G. Wright

APOLOGIES:

Councillors: L.A. Aldridge, A. Bragg, D. Butler, C.J. Dolphin, B. Dunn, P.G. Heesom, R. Hughes, C. Legg and D.T. Williams

IN ATTENDANCE:

Chief Executive, Director of Community Services, Director of Environment, Director of Lifelong Learning, Head of Finance, Planning Strategy Manager, Democracy and Governance Manager and Member Engagement Manger

30. PRESENTATIONS

(i) Louis Thomas, Ysgol Trelogan

The Chief Executive welcomed Louis Thomas, aged 7 of Ysgol Trelogan to the meeting who had recently won first prize at the National Urdd Eisteddfod in the Year 2 or under Recitation category. He said that the adjudicator had commented that the competition in the National Eisteddfod had been of a very high standard but that Louis had stood out in the prelim.

The Director of Lifelong Learning and Councillor R.C. Bithell, Cabinet Member for Education both congratulated Louis on his achievement and looked forward to him receiving greater success in the future.

Councillor N.R. Steele-Mortimer as the Chair of Governors at Ysgol Trelogan congratulated Louis and thanked the Head Teacher and all the staff at Ysgol Trelogan for their hard work.

(ii) Shotton Station Travel Scheme

The Chair welcomed Jamie Sant, Community Rail Officer to the meeting who had been the lead on the Shotton Station Travel Scheme, which had been awarded runner up on the Partnership category during the 2012

Chartered Institute of Logistics National Awards. She commented on the improvements which had been made to Shotton Station which had been welcomed by residents in Deeside.

Councillor J.B. Attridge, Cabinet Member for Environment said that Flintshire County Council had been the only Local Authority in North Wales to receive an award at this national event and outlined the number of improvements that had been made to Shotton Station, including improved cycle lockers and shelter provision. He thanked Jamie Sant for all his hard work.

(iii) Abbey Metal

The Chief Executive welcomed the team from Abbey Metal to the meeting who as part of Flintshire County Council's Learning Disability Service had been named Company of the Year at the National Association for Safety and Health in Care Services Award 2012.

The Director of Community Services and Councillor C.M. Jones, Cabinet Member for Social Services congratulated the team on their success and reported that the team had beat competition from other national UK entries to win the award.

31. PUBLIC QUESTION TIME

The Democracy and Governance Manager confirmed that no questions had been received.

32. DECLARATIONS OF INTEREST

The following Members declared a personal interest as School Governors for Agenda item number 14 - School Modernisation Update:-

Councillors: J.B. Attridge, G.H. Bateman, M. Bateman, H. Brown, D.L. Cox, P.J. Curtis, R. Davies, A. Davies-Cooke, G.D. Diskin, R. Dolphin, I. Dunbar, C.A. Ellis, J.E. Falshaw, V. Gay, A.M. Halford, G. Hardcastle, C. Hinds, H.D. Hutchinson, H.T. Isherwood, J. Johnson, C.M. Jones, R.K. Jones, R.B. Jones, S. Jones, R. Lloyd, M. Lowe, R.P. Macfarlane, D.I. Mackie, N.M. Matthews, H.J. McGuill, W. Mullin, M.J. Peers, N. Phillips, M.A. Reece, H.G. Roberts, I.B. Roberts, A.P. Shotton, I. Smith, N.R. Steele-Mortimer, C.A. Thomas, W.O. Thomas, D.E. Wisinger, A. Woolley and M.G. Wright

33. COUNCIL MINUTES

The minutes of the meeting of Flintshire County Council held on 19 June, 2012 had been circulated with the agenda.

Accuracy

The Democracy and Governance Manager reported that the minutes should be amended to include the names of Councillors C. Legg and M.J. Peers under the heading 'Apologies'.

Councillor R.B. Jones referred to paragraph 3, page 5 of the minutes and said that the word 'complaint' should be amended to 'compliant'.

RESOLVED:

That subject to the amendments listed above, the minutes be approved as a correct record and signed by the Chair.

34. CHAIR'S COMMUNICATIONS

The Chair explained that details of her communications would be made available in the Members room.

She commented on the Record of Achievement Awards Ceremony held at Ysgol Maes Hyfryd, Flint that she had recently attended with the Chief Executive. She said that it had been a pleasure to attend the ceremony and commented on the achievements of the pupils.

Councillor J.B. Attridge congratulated the Leader of the Council who had recently been appointed Deputy Leader of the Welsh Local Government Association (WLGA) and would hold the portfolio for finance. The Chief Executive on behalf of the Corporate Management Team also congratulated the Leader.

35. PETITIONS

No petitions were submitted.

36. NOTICE OF MOTION

The Democracy and Governance Manager confirmed that no Notices of Motion had been received.

37. QUESTIONS

The Democracy and Governance Manager confirmed that no questions had been received.

38. APPOINTMENTS TO OUTSIDE BODIES

The Democracy and Governance Manager introduced a report to inform County Council of the Council's representatives on outside bodies. The report also sought the appointment of the Chair and Vice-Chair of the Clwyd Pension Panel.

The Council determined at the annual meeting held on 15 May, 2012 that the representatives on outside bodies should be decided by the Chief Executive in consultation with political Group Leaders and the three non-aligned Members had been consulted to ascertain any outside bodies they wished to be considered for. The constitution of the Clwyd Pension Panel gave Flintshire three Member representatives and agreement had been reached on these three Members, together with named substitutes. The constitution of the Clwyd Pension Panel also made clear that the Chair and Vice-Chair were to be Flintshire Members.

It had also been suggested that the representatives for the Food Waste Joint Committee be appointed from the Cabinet; that Councillor R.P. Macfarlane be appointed to the Mold Town Partnership and that Councillor L.A. Sharps be appointed to the Shadow Board of proposed Further Education College for North East Wales, given his current role as Governor at Deeside College.

Councillor A.P. Shotton, Leader of the Council proposed the following, which were duly seconded by Councillor J.B. Attridge:-

- That Councillor A.G. Diskin be appointed Chair of the Clwyd Pension Panel;
- That Councillor G.H. Bateman be appointed Vice-Chair of the Clwyd Pension Panel;
- That the representatives for the Food Waste Joint Committee be appointed from the Cabinet;
- That Councillor R.P. Macfarlane be appointed to the Mold Town Partnership; and
- That Councillor L.A. Sharps be appointed to the Shadow Board of proposed Further Education College for North East Wales.

Councillor Shotton thanked the Chief Executive, Head of Legal and Democratic Services and Democracy and Governance Manager for their efforts in determining the Member representation on each of the outside bodies.

Councillor R.P. Macfarlane asked why the Groundwork Trust had not been included on the list of outside bodies. The Democracy and Governance Manager said that he would investigate whether the Council should have representatives on Groundwork Trust.

Councillor R.C. Bithell asked why the Daniel Owen Community Association had not been included on the list of outside bodies. He reported that together with Councillor R.J.T. Guest he had been the representative of this association and would like this to continue. Councillor J.B. Attridge proposed that Councillor Bithell and Councillor Guest be the nominated representatives on the Daniel Owen Community Association. This was seconded by Councillor Shotton.

Councillor M.G. Wright commented on the work of the North Wales Economic Ambition Board and suggested that the Cabinet Member for Regeneration, Enterprise and Leisure should be invited to attend meetings of the board. The Chief Executive said that this was a relatively new board and would be represented by each of the appropriate Cabinet Members across all six North Wales Local Authorities.

Councillor M.J. Peers said that Councillors V. Gay and D.I. Mackie would be the representatives of the Independent Alliance Group on the Clwyd Theatr Cymru Board of Governors. And that Councillor D.I. Mackie would be the Independent Alliance Group representative on SACRE.

Councillor C.A. Ellis said that Councillor M. Bateman would be the representative of the Independent Group on the Clwyd Theatr Cymru Board of Governors.

RESOLVED:

- (a) That the Member representatives on the outside bodies listed in Appendix 1 be noted;
- (b) That Councillor A.G. Diskin be appointed Chair of the Clwyd Pension Panel;
- (c) That Councillor G.H. Bateman be appointed Vice-Chair of the Clwyd Pension Panel;
- (d) That Councillors L.A. Sharps be appointed to the Shadow Board of proposed Further Education College for North East Wales;
- (e) That Councillor R.P. Macfarlane be appointed to the Mold Town Partnership;
- (f) That the representatives for the Food Waste Joint Committee be appointed from the Cabinet; and
- (d) That Councillors R.C. Bithell and R.J.T. Guest be the nominated representatives on the Daniel Owen Community Association.

39. ANNUAL TREASURY MANAGEMENT REPORT FOR 2011/12

The Head of Finance introduced the draft Annual Treasury Management Report for 2011/12. The draft report had been presented and approved at both the Audit Committee and Cabinet meetings held on 25 June, 2012 and 10 July, 2012 respectively.

In summary, the Annual Report concluded the following:-

- Confirmed that the treasury function operated within the limits detailed within the Treasury Management Policy & Strategy Statement 2011/12;

- The financial environment within which the treasury function operated remained challenging and this was likely to continue for the foreseeable future; and
- The Policy had been implemented in a pro-active manner with security and liquidity as the focus.

Councillor A.M. Halford, as Chair of the Audit Committee proposed that County Council approve the draft Treasury Management Annual Report for 2011/12. This proposed was seconded by Councillor W. Mullin who thanked the Head of Finance and the Treasury Management Team for the work undertaken in preparing the Annual Report.

Councillor M.J. Peers welcomed the report and asked how much the amount paid per annum by way of interest on the debt of £173.6M was and what action was being taken to reduce the debt. Councillor C.S. Carver asked if details on how much money the Council had borrowed since 2008 could be provided to Members.

The Head of Finance reported that the average interest rate payable on the £173.6M debt was 5.4%. The debt consisted of a number of capital expenditure loans which were payable over a number of years with the majority of them being supported by the Welsh Government (WG) through supported borrowing. The treasury management team continued to monitor opportunities to reduce the level of debt. The amount paid per annum by way of interest on the debt together with details on how much money the Council had borrowed since 2008 would be provided to Members following the meeting.

RESOLVED:

That the draft Treasury Management Annual Report for 2011/12 be approved.

40. LOCAL PLANNING GUIDANCE NOTE NO. 23 – DEVELOPERS CONTRIBUTIONS TO EDUCATION

Councillor J.B. Attridge, Cabinet Member for Environment introduced a report to seek the approval of members for the adoption of the Local Planning Guidance Note (LPG) No. 23 ‘Developer Contributions to Education’ for use as Supplementary Planning Guidance alongside the UDP. The recent internal audit review of Section 106 Agreements identified that a LPG on this subject was required to be approved as a policy statement, as a matter of priority.

If adopted, the LPG would only apply to planning applications received following the 17 July, 2012. Councillor Attridge proposed that the County Council support the recommendations outlined within the report.

In seconding the proposal Councillor R.C. Bithell welcomed the report and asked whether consideration could be given for contributions from a development to be passed to all schools within close proximity to the development rather than the closest school. Councillor W. Mullin agreed with

his comments and said that there was a need to ensure that the contributions were also provided for High Schools to enable all education needs of children to be met. Councillor H.J. McGuill raised concern on the comments and said that the contributions should only be paid to the nearest school to any development as this would be the only school affected.

The Director of Environment explained that the contributions from developers would be ringfenced and provided to the nearest school which would be impacted as a result of the development and should be spent in a prioritised manner. The contributions could not be pooled and shared across Schools in Flintshire.

A number of Members raised concerns around the continued use of temporary classrooms. Councillor A.M. Halford asked the Cabinet to commit to closing temporary classrooms. In response, the Director of Environment said that a review of temporary classrooms would be carried out as part of the School Modernisation Strategy in line with the Capital Programme. A Workshop for all Members would be held to consider the Capital Programme prior to a draft report being submitted to Cabinet in December, 2012.

In response to concerns on Members who were school governors declaring a prejudicial interest at planning committee meetings, the Democracy and Governance Manager explained that in line with the Members' Code of Conduct, Members who were school governors should declare a prejudicial interest at a Planning Committee if there would be financial benefit to the school to which they were a governor. In order to speak and vote at a meeting of the Planning Committee such Members should seek dispensation from the Standards Committee prior to the meeting.

Councillor M.J. Peers welcomed the report. He proposed an amendment to the recommendations that Section 3.6 of the LPG be amended to ensure that the school benefiting would be identified in the future. Councillor J.B. Attridge supported this amendment.

The Planning Strategy Manager supported the proposed amendment. He also responded to a number of questions on how the LPG would affect large proposed development, such as, the Northern Gateway, explaining that the impact of such a development on the community would be considered in conjunction with the developer. In response to further questions, he added that the new method of calculating the level of contribution uses a higher figure for secondary schools than for primary schools and that the contributions must be used within 10 years to enable improvements to be made to schools sooner rather than later.

RESOLVED:

- (a) That Section 3.6 of the Local Planning Guidance Note, as shown in Appendix 1 of the report, be amended to ensure that the school benefiting would be identified;

- (b) Subject to the amendment listed above, the Local Planning Guidance Note, be approved as Supplementary Planning Guidance to the UDP and be used for Development Management purposes in negotiating appropriate contributions from developers; and
- (c) That the Local Planning Guidance Note be applied to all planning applications received after 17 July, 2012.

41. CONSULTATION BY LOCAL GOVERNMENT BOUNDARY COMMISSION FOR WALES ON COUNCIL SIZE POLICY

The Chief Executive introduced a report to enable the County Council to agree a response to the consultation paper from the Local Government Boundary Commission for Wales on Council Size.

The consultation paper submitted by the Commission was attached at Appendix 1 of the report and explained that the Commission proposed to adopt a banding approach to group similar authorities together. Flintshire had been placed into the 'Other' band of Authorities with a mixture of rural and urban characteristics. A draft response to the specific consultation questions was attached at Appendix 3 and the Chief Executive commented on additional areas of concern the County Council may want to include in a formal response, including the lack of flexibility over the proposed number of seats identified in the initial stage of the process and the lack of evidence as to how the ratios in the consultation paper had been arrived at.

Councillor A.P. Shotton, Leader of the Council supported the comments made by the Chief Executive and the suggested response. He said that there was a need to reflect Community ties and raised concern on the lack of evidence to support the different Member elected ratios identified by the Commission. He proposed that the Council support the draft response to the specific consultation questions and that the Chief Executive, in conjunction with himself, include the concerns he raised during his presentation of the report. This proposal was seconded by Councillor R.C. Bithell who commented that the proposed Member elected ratios would deter future election candidates.

In response to a question on the possibility of a judicial review, the Chief Executive explained that a judicial review had not been necessary as the previous proposals had been withdrawn.

The Chief Executive reported that a meeting had been arranged between the Welsh Local Government Association (WLGA) Leadership and the Boundary Commission on Friday 20 July, 2012 following concerns expressed at the WLGA meeting held on 29 June, 2012.

RESOLVED:

- (a) That the draft response to the specific consultation questions, as shown in Appendix 3 of the report, be supported; and

- (b) That the Chief Executive, in conjunction with the Leader of the Council, include in the response, seeking more flexibility over the proposed number of seats identified at the initial stage of the process and more evidence as to how the ratios in the consultation paper had been arrived at.

42. SCHOOL MODERNIATION UPDATE

The Chief Executive provided a verbal update on the School Modernisation Area Reviews. He explained that a special Cabinet meeting would be held on the rise of County Council to consider a report, copies of which had been circulated to all Members.

The Cabinet report dated 17 July, 2012 had been considered during a meeting of the Lifelong Learning Overview and Scrutiny Committee where Members of the Committee had unanimously endorsed its recommendations. The report detailed the preferred options for further consultation on the areas of Holywell, Connah's Quay/Queensferry/ Shotton, and Buckley/Mynydd Isa/Mold which would allow sufficient time for decision making processes to be completed by the summer of 2013.

Councillor A.P. Shotton, Leader of the Council said that there was a need for quick and decisive action to bring certainly for schools prior to the summer recess. He also commented on the importance of reviewing the outcomes of the consultation and the need for further consultation of the preferred options alongside business case planning for capital projects.

A number of Members spoke in support of the report with Councillor N.R. Steele-Mortimer commenting on the consultation events which he had attended during his time as Executive Member for Education. He said that they had been well attended with a number of young people engaging in the consultation process.

Councillor R. Dolphin said that she was disappointed that the preferred option for the Holywell area did not include a post 16 education provision even though the majority of children and young people during the consultation process had preferred for there to be an 11-18 education provision in Holywell. Councillor C.A. Ellis also raised concern around the future post 16 provision in Buckley and how the provision would meet the needs of children following future developments in the town.

The Chief Executive and Director of Lifelong Learning responded to the concerns around post 16 provision explaining that there was a need for a holistic and sustainable approach to the post 16 provision which would provide a basis for further development in the area. There would be a range of post 16 opportunities available including a post 16 centre at Connah's Quay, sustainable school sixth forms and other further education provision through Deeside and Yale Colleges.

RESOLVED:

That the recommendations shown in the Cabinet report of the 17 July, 2012 be supported.

43. DURATION OF MEETING

The meeting commenced at 2.00 p.m. and ended at 4.25 p.m.

44. ATTENDANCE BY MEMBERS OF THE PRESS AND PUBLIC

There were three members of the press present.

.....
Chair

**SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH FLINTSHIRE COUNTY COUNCIL'S
CODE OF CONDUCT**

FLINTSHIRE COUNTY COUNCIL	17 JULY, 2012
----------------------------------	----------------------

MEMBER	ITEM	MIN. NO. REFERS
Councillor: J.B. Attridge, G.H. Bateman, M. Bateman, H. Brown, D.L. Cox, P.J. Curtis, R. Davies, A. Davies-Cooke, G.D. Diskin, R. Dolphin, I. Dunbar, C.A. Ellis, J.E. Falshaw, V. Gay, A.M. Halford, G. Hardcastle, C. Hinds, H.D. Hutchinson, H.T. Isherwood, J. Johnson, C.M. Jones, R.K. Jones, R.B. Jones, S. Jones, R. Lloyd, M. Lowe, R.P. Macfarlane, D.I. Mackie, N.M. Matthews, H.J. McGuill, W. Mullin, M.J. Peers, N. Phillips, M.A. Reece, H.G. Roberts, I.B. Roberts, A.P. Shotton, I. Smith, N.R. Steele- Mortimer, C.A. Thomas, W.O. Thomas, D.E. Wisinger, A. Woolley and M.G. Wright	Secondary Modernisation Update	42.

This page is intentionally left blank

FLINTSHIRE COUNTY COUNCIL

REPORT TO: FLINTSHIRE COUNTY COUNCIL

DATE: TUESDAY, 11 SEPTEMBER 2012

REPORT BY: DEMOCRACY & GOVERNANCE MANAGER

SUBJECT: CONSULTATION ON INDEPENDENT
REMUNERATION PANEL FOR WALES DRAFT
ANNUAL REPORT

1.00 PURPOSE OF REPORT

1.01 For the council to determine its response to consultation by the Independent Remuneration Panel for Wales (IRPW) on its draft annual report.

2.00 BACKGROUND

2.01 The Local Government (Wales) Measure 2011 provided for the continuation of the IRPW and gave it increased powers. The increased powers include enabling the IRPW to decide the amount of payments to Members and co-opted members rather than as previously merely setting the maximum limits.

2.02 On the 2 August 2012 the IRPW issued its draft annual report for 2013/14 for consultation seeking representations or comments on it no later than the 28 September 2012. Copies of the draft report have been deposited in the Members' library and in the political group rooms. Copies have also been sent to the political Group Leaders and their deputies.

2.03 Following consultation the final version of the Panel's annual report is likely to be issued in December of this year for implementation in May 2013.

3.00 CONSIDERATIONS

3.01 Paragraphs 3.1 to 3.4 of the draft annual report explain the context of the general economic climate remaining challenging for the public sector and that local government staff have not been awarded any general cost of living increases. In paragraph 3.5 it states that consequently the Panel has decided that payments to Members and co-opted members shall remain unchanged for 2013/14. There is however, a change in relation to reimbursement of travel expenses. On page 20 of the draft report it states that authorities may only reimburse travel expenses for their Members and co-opted members

at current HMRC rates. These rates include 45p per mile for up to 10,000 miles a year whereas previously councils could pay less than this. Flintshire currently pays 40p per mile. Whilst the wording on page 20 is ambiguous, the IRPW have confirmed that this ambiguity will be addressed in the final report and that the Panel's clear intention is that when mileage is claimed it should be paid at the full HMRC rate. The council may consider that representations should be made to continue the existing discretion of paying less if a council so decides.

- 3.02 Paragraph 3.6 of the draft report is inaccurate when it says that the previous annual report of the IRPW introduced flexibility by allowing councils to determine which of its committee chairs could receive a band 3 senior salary. Paragraph 3.17 of the December 2011 report from the Panel gave complete flexibility and Flintshire has used this to pay a band 4 senior salary to the chair of the Clwyd Pension Fund. The IRPW had previously specifically authorised a payment in respect of the responsibilities of this post.
- 3.03 Paragraphs 3.6 to 3.10 of the report relate to the cap placed on the proportion of what the IRPW call senior salaries. No change is proposed in limiting Flintshire to 18 which is less than 25% of the membership. Paragraph 3.9 requires that if one scrutiny chair receives a "senior salary" then all overview & scrutiny chairs must do so. Paragraph 3.10 is requiring that a "senior salary" must also be paid to the Leader of the largest opposition group. These proposals are restricting the extent of local choice available to councils in how they allocate the limited number of posts that can receive payment for their added responsibilities. At present Flintshire has decided that all six overview & scrutiny chairs should receive a payment but did not decide to make a payment to the Leader of the largest opposition group. It is suggested that the council respond to consultation by seeking an increase in the proportion of the membership eligible for senior salaries.
- 3.04 The draft report makes no proposed changes to the arrangements for payments to co-opted members, notwithstanding e-mails indicating that it intended to allow such payments to be made for attendance at training events. Despite representations made last year not to change from annual payments to payments for attendance at individual committee meetings, the Panel nevertheless went ahead with that change. As expected the change has generated a lot of extra administrative work. The council may consider it appropriate to reiterate its previous representations but if the IRPW is not prepared to revert to annual payments then it should at least authorise payments for attendance at training and briefing meetings, not just committee meetings.

- 3.05 Chapter 4 of the draft document relates to proposed payments to members of town & community councils. Paragraph 4.9 makes clear that the proposed payments are permissive powers and it will be for each town or community council to decide whether or not to make such payments to its members. The council may consider that such proposals are to be welcomed as they leave it to each town or community council to decide for themselves.
- 3.06 Paragraph 6.1 on page 13 of the draft report is proposing that implementation of the report will be effective from the date of the annual meeting of each relevant authority. This is a departure from previous practice where all authorities have had to implement the changes from the same date. The council may consider that representations should be made to enable councils to implement the Panel's requirements from the same date and ideally for this to be the 1 April 2013.
- 3.07 Attached as appendix 1 to this report is a proposed draft response to the consultation.

4.00 RECOMMENDATIONS

- 4.01 To approve or amend the draft response to consultation shown in appendix 1 to the report.

5.00 FINANCIAL IMPLICATIONS

- 5.01 Subject to any significant changes to the proposals outlined above, any financial implications of the changes will be absorbed by the Members' allowance budget.

6.00 ANTI POVERTY IMPACT

- 6.01 None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None as a result of this report.

8.00 EQUALITIES IMPACT

- 8.01 None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

- 9.01 None as a result of this report.

10.00 CONSULTATION REQUIRED

- 10.01 None as a result of this report.

11.00 CONSULTATION UNDERTAKEN

11.01 With political Group Leaders.

12.00 APPENDICES

12.01 Appendix 1 – draft response to consultation

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

Draft annual report of the Independent Remuneration Panel for Wales
dated December 2012

Contact Officer: Peter Evans
Telephone: 01352 702304
Email: peter.j.evans@flintshire.gov.uk

**Draft Response to Consultation by the
Independent Remuneration Panel for Wales**

Flintshire County Council makes the following comments on the draft annual report issued by the Independent Remuneration Panel (IRPW) for consultation.

Page 5

1. The council recognises and agrees with the IRPW that in the current economic climate it is not appropriate to increase the amount that is paid to individual members or co-opted members of the council.

Pages 5, 6 & 18

2. The council believes that there should be an increase in the maximum percentage of members that are eligible to receive what the IRPW calls senior salaries. Flintshire has 70 members and the current cap limits senior salaries to less than 25% of the membership. Flintshire obtained specific approval from the IRPW to pay what was then a special responsibility allowance to the Chair of the Clwyd Pension Fund, yet this is not taken into account in capping the number of members that can receive such payments.

Page 6

3. Flintshire does not agree with the withdrawal of local choice arising from paragraphs 3.9 and 3.10 of the draft report. Each council's circumstances are different. Flintshire, for example, has a relatively large number of Overview & Scrutiny Committees at six. It does not have one large opposition group but a number of smaller groups. The largest group without a seat on the council's Cabinet is the Independent Alliance Group of 9 members. If not withstanding the representations the council makes the Panel decides to implement paragraphs 3.9 and 3.10 then it should at least increase the cap on the proportion of members eligible to receive so called senior salaries.
4. The council believes that the IRPW should revert to making annual payments to co-optees rather than payments according to meetings attended. The council responded to initial consultation pointing out that the change would generate extra administrative and bureaucratic work and experience has shown this to be the case. If the IRPW is not prepared to revert to the previous annual payments, it should at least amend eligibility so that attendance at training and briefing meetings, qualify for payments.

Pages 7 – 9

5. The council welcomes the proposals in chapter 4 and in particular, leaving it to the local choice of town and community councils as to whether or not to implement the payments to its members.

Page 13

6. The council disagrees with the proposal in paragraph 6.1 on page 13 that implementation of the report will be effective from the date of the annual meeting of each relevant authority. The council believes that implementation should be from the same date for each authority as has been the practice to-date. Ideally the same date should be the 1 April 2013. Whilst an item relating to members' allowances can always be put on the annual meeting agenda, it can not be guaranteed that the meeting will take a decision on it.

Page 19

7. The council disagrees with the proposal in paragraph (viii), third bullet point that the annual public declarations of payments to members should include payments from all public service appointments held by elected members. This paragraph is prejudging the separate consultation by the Welsh Government on this issue. The council agrees with the need for transparency but believes this is best done by the individual public bodies themselves publicising the payments they make. For county councils to do so it generates additional work which delays the publication of the annual figures. It also confuses the public who believe that such payments are being made by the county council rather than by the separate public body. If notwithstanding the council's representations this is to proceed then county councils need to be given the powers to require the prompt provision of such information from all public service bodies.
8. In relation to the fourth bullet point under paragraph (viii) on page 19, the council reiterates its previous representation that it is not in a position to negotiate such block tax dispensations for its councillors and any such negotiations should be undertaken on an all Wales level rather than by the individual authorities.

Page 20

9. In relation to reimbursement of mileage expenses, the draft report is ambiguous. Page 20, paragraph i) starts by saying that the Panel has decided there will be no change in 2013/14 to mileage rates that can be claimed for travel but then goes on to state that all authorities may only reimburse travel expenses for their members and co-opted members at current HMRC rates. At present Flintshire pays its members and co-opted members 40p per mile (up to 10,000 miles in the year) and would wish to retain its local choice whether to continue such payments or increase them to the HMRC rate of 45p per mile. In an e-mail of the 9 August 2012 it has

been indicated that the Panel intends to address the ambiguity on page 20 of its report by requiring mileage claims to be paid at the full HMRC rate rather than a lesser rate. The council believes there should be no change to the existing arrangements and that HMRC rates should just be the maxima that can be paid.

Page 23

10. Annex 2, paragraph 1 (b) is inaccurate as the definition in (a) is for the regulations in annex 2. The regulations in annex 2 differ from those that came into force on the 1 April 2012. If the IRPW is going to change the regulations each year then paragraph 1 needs to have separate definitions for each year's regulations.

This page is intentionally left blank

Rachel Williams
Review Officer
Rachel.williams2@wales.gsi.gov.uk

CE/BAT
19th July 2012

01352 702103

E.mail Address:
Chief_Executive@flintshire.gov.uk

Dear Ms Williams

Consultation on Council Size

Thank you for extending the consultation deadline to allow our full Council to debate the proposals of the consultation paper.

The Council considered the paper at its meeting on 17 July.

In recognising that our current Council size cannot be maintained and a review is necessary our response is as follows:-

1. our detailed answers to the specific questions posed in the paper are set out in the appendix to this letter;
2. we would recommend a size range is set for our Council and not a fixed number. A fixed number, set as the median of our collective grouping, would set an arbitrary and restrictive target number for the new review of local boundaries which is to follow;
3. the ratio of elector:representative member for rural areas should be flexible as set out in our answer to question 3 in the appendix;
4. we restate the strongly held Council view that community ties which are recognisable to local communities and electors should be the under-pinning principle for the review to follow; and
5. the term 'other' for the collective of Councils in which we are placed is disingenuous and an appropriate collective noun should be used.

I trust that our response is clear and informative.

Yours sincerely



Colin Everett
Chief Executive



Cllr Aaron Shotton
Leader
Page 21

This page is intentionally left blank

Draft Response to Consultation

Draft answers to specific questions:-

1. *Do you consider that outlining a detailed approach to adopting a particular Council size is helpful?*

Yes for the reasons given in the consultation paper paragraphs 9 and 12.

2. *Do you think that the principle of banding is useful when considering Council size?*

Any such principle would need more justification than appears in the current consultation paper, particularly in view of the current Minister's Direction referred to in paragraph 52 making no distinction between different Council bands.

3. *Do you think the four categories of "urban" "rural" "valley" and "other" are appropriate?*

There is insufficient information in the consultation paper to agree that they are appropriate. It is inconsistent with the approach adopted by the Independent Remuneration Panel for Wales which divides Councils according to three population based bands for purposes of determining Members remuneration.

The ratio for rural areas cannot be fixed and needs to be more flexible – there has to be some balance between square miles/number of distinct communities represented and electoral number i.e. the wider the geographical area the lower the voter ratio.

Do you think that each authority has been allocated the relevant category?

The Council is not in a position comment other than in relation to itself. If, notwithstanding responses to consultation there were to be four categories then Flintshire is correctly shown as it comprises a mixture of rural and urban characteristics. It is believed that this band should be described as mixed urban/rural rather than "other".

4. *Do you think that the Councillor : elector ratio for each category of authorities is appropriate?*

There is insufficient justification for this in the consultation paper particularly in view of the current Minister's Direction referred to in paragraph 52.

If not, what ratio is better and why?

The current Direction that for all Councils the ratio should be no lower than one Councillor per 1,750 electors.

5. *Do you think it is helpful for the Commission and Council to have detailed discussions at the start of the review process about what the Council size should be?*

Yes this is essential.

6. *Do you agree that the areas of Council business identified in paragraph 48 of this consultation document are all pertinent issues relevant to Council size?*

Yes.

7. *Do you consider there should be a range of Council sizes for authorities to fall between?*

Yes

Do you think 30 to 75 is an appropriate range?

Any departure from the current range should be justified.

8. *Do you consider there should be a Councillor : elector ratio for authorities to aim towards?*

Yes but this is only one of several different factors that should be taken into account.

Should it be different for different authorities?

No, the consultation paper does not give sufficient justification for this.

9. *If the proposals contained in this policy are accepted by the Minister, do you consider that the current Directions are needed?*

The proposals seem inconsistent with current Minister Direction by treating authorities differently and having different ratios and different bands of Council. The Direction referred to in paragraph 52 should be withdrawn if the proposals in the policy paper are accepted.

If you are in favour of the Direction, please give the reasons for your view. The Council believes that the current Direction should be followed unless and until a good case is made for change which is not evidenced in the current consultation paper.

Tŷ Caradog
1-6 Plas Sant Andreas
Caerdydd
CF10 3BE



Comisiwn Ffiniau
Llywodraeth Leol
i Gymru
Local Government
Boundary Commission
for Wales

Caradog House
1-6 St. Andrews Place
Cardiff
CF10 3BE

E-bost:
cflll.cymru@cymru.gsi.gov.uk
www.cflll-cymru.gov.uk

☎ (029) 2039 5031
Ffacs/Fax (029) 2039 5250

E-mail:
lgbc.wales@wales.gsi.gov.uk
www.lgbc-wales.gov.uk

22 August 2012

Mr Colin Everett
Chief Executive
Flintshire County Council
c/o chief.executive@flintshire.gov.uk

Dear Mr Everett

Electoral Reviews: Council Size Policy Consultation Paper

The Commission wishes to thank all authorities that responded to the consultation paper on Council Size. In all, seventeen responses were received from principal councils; responses were also received from political parties, individual councillors and former members. We are grateful for the work put in by all in responding and for the suggestions made. We now wish to inform you of the current situation concerning this exercise.

The Commission has undertaken a preliminary view of the answers to the questions posed. In general the replies showed that:

- Outlining a detailed approach to adopting a particular council size was considered helpful;
- The principle of banding was considered useful when considering council size;
- It was considered helpful to hold detailed discussions about council size at the start of the review process of electoral arrangements with the council concerned;
- That the areas of 'council business' identified in the consultation paper were considered pertinent to the issue of council size.

However concerns were expressed regarding the council size range described in the paper, the councillor: elector ratio and the desirability of Ministerial Directions. The responses showed that the methodology used to establish the number of councillors for each authority was not clearly defined in its reasoning and did not meet the needs of individual councils.

Following the end of the consultation period, representatives of the Commission met the representatives of WLGA to discuss the paper and the response of the Association. It was agreed that further discussions should take place to seek to identify a way forward, based on the areas of agreement, the work to include other options for alternative methods for establishing councillor numbers. Following that meeting arrangements are now in place for those discussions to take place.

It is the intention of the Commission to consider the options arising from those discussions, and to decide on further steps to take the matter forward.

The Commission wishes to continue the discussions on this important matter and will maintain contact with the WLGA.

Yours sincerely



Owen Watkin
Chair

FLINTSHIRE COUNTY COUNCIL

REPORT TO: FLINTSHIRE COUNTY COUNCIL
DATE: 11 SEPTEMBER 2012
REPORT BY: MONITORING OFFICER
SUBJECT: APPOINTMENT OF TOWN & COMMUNITY REPRESENTATIVE

1.00 PURPOSE OF REPORT

- 1.01 To select a representative from the Town & Community Councils to serve on the Standards Committee.
- 1.02 To amend the process for appointing such representatives.

2.00 BACKGROUND

- 2.01 The Standards Committees (Wales) Regulations 2001 (as amended) require the Council to appoint a Town/Community representative to its Standards Committee and for that representative to be present when the committee decides any matter relating to Town and/or Community Councils/Councillors. They also require that before appointing such a member the County Council must consult the Community Councils in its area.
- 2.02 At the AGM on the 13 May 2008 it was resolved that the following process should be used to appoint a representative of the Town and Community Councils to serve on the Standards Committee:

The Monitoring Officer recommended that the Panel be appointed comprising:-

- Retiring Member of the Standards Committee representing Town and Community Councils
- The Chairman or Vice-Chairman of the Council
- The Chairman or Vice-Chairman of the Standards Committee of a neighbouring authority.

The Council endorsed this suggestion.

RESOLVED

- a) That the Council re-affirm the existing arrangement for the appointment of their three representatives, with one from each of the main political groups, be approved.

- b) That the nominations be Councillors D Cox, D Mackie and S R Baker.
- c) That a Panel be appointed as detailed in the report for the appointment of a new Member, be approved.
- d) That the Monitoring Officer be given delegated authority to make all necessary arrangements.

This procedure had also been used to recruit the previous representative.

- 2.03 The previous Town/Community representative ceased to be a Community Councillor at the elections in May as she did not stand for re-election. Consequently, she can no longer serve as the Town/Community representative. The Monitoring Officer therefore wrote to all Town and Community Councils on the 21 June 2012 providing information about the role (attached as Appendix 1) and seeking nominations by the 31 July 2012.
- 2.04 9 nominations were received and the Monitoring Officer short-listed 7 applicants. The recruitment panel met on 28 August 2012 and interviewed 6 applicants, 1 having withdrawn. The recruitment panel was seeking a candidate who was independent of the County Council and who also possessed the following qualities:
- Listening skills
 - Ability to understand and weigh up evidence
 - Ability to come to an objective view and explain that view by reference to the evidence
 - Team working skills
 - Respect for others and understanding of diverse issues
 - Discretion
 - Personal integrity
- 2.05 Whilst the previous procedure has been used twice, it does seem strange that Flintshire County Council's own independent Chair of the Standards Committee is not involved. When recruiting future Town and Community representatives the suggestion would be that the procedure set out at Appendix 2 is used, and, that in the interests of openness, the process be included in Part 2, Article X of the Constitution.

3.00 CONSIDERATIONS

3.01 That the Council consider the recommendation of the Standards Committee at its meeting on 3 September to appoint the panel's preferred candidate, Mr Jonathan Duggan-Keen.

3.01 To consider the suggested procedure set out in Appendix 2.

4.00 RECOMMENDATIONS

- 4.01 It is recommended that Mr Jonathan Duggan-Keen be appointed to the Standards Committee.
- 4.02 That Mrs Diane Johnson be thanked and reimbursed for her service on the Standards Committee and in the recruitment of her successor.
- 4.03 That the Chair of the Standards Committee from Wrexham County Borough Council be thanked and reimbursed for his involvement in recruiting the Town/Community representative.
- 4.04 That the suggested procedure set out in Appendix 2 be endorsed.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None.

6.00 ANTI POVERTY IMPACT

- 6.01 None.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None.

8.00 EQUALITIES IMPACT

- 8.01 None.

9.00 PERSONNEL IMPLICATIONS

- 9.01 None.

10.00 CONSULTATION REQUIRED

- 10.01 Town and Community Councils.

11.00 CONSULTATION UNDERTAKEN

- 11.01 All Group Leaders have been consulted.

12.00 APPENDICES

- 12.01 Appendix 1 – Letter to T&C Councils dated 21 June 2012
Appendix 2 – Standards Committee recruitment procedure

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

As referred to in the report.

Contact Officer: Gareth Owens
Telephone: 01352 702344
Email: gareth.owens@flintshire.gov.uk

APPENDIX 1 – Letter to all Clerks of Town & Community Councils

GO/AEH

21 June 2012

Gareth Owens

01352 702440

01352 702494

E Mail : gareth.owens@flintshire.gov.uk

Dear

Town/Community Council Representative on Flintshire's Standards Committee

As you will be aware Flintshire County Council's Standards Committee must contain a Town/Community Councillor representative. The four year term of office for the current representative has expired following the local elections in May and the Council is seeking to recruit a new representative. I should be grateful if you could enquire whether any of your Council's members would be interested in taking up the position of Town/Community Council representative.

I enclose details of the position and an application form together with a copy of the Annual Report for the Standards Committee for this purpose and any interested parties can obtain the same by contacting Mandy Haslam on 01352 702411. The completed forms should be returned to myself by the end of July.

Yours sincerely



Gareth Owens
Monitoring Officer

This page is intentionally left blank

**APPOINTMENT OF A TOWN AND COMMUNITY REPRESENTATIVE
TO THE STANDARDS COMMITTEE OF
FLINTSHIRE COUNTY COUNCIL**

Under the Local Government Act 2000, the Council is required to have a Standards Committee to promote and maintain high standards of conduct of elected and co-opted Members of the Authority. A vacancy for one member to represent Town and Community Councils exists and therefore the Council is now seeking applications from any person who wishes to be considered for discharging this important role.

Certain eligibility criteria will have to be met by successful applicants:-

- He/she must not be a member of Flintshire County Council or another County Council, County Borough Council, National Park Authority or Fire Authority.
- He/she must not be an officer of Flintshire County Council or another County Council, a National Park Authority, Fire Authority or a Town/Community Council.
- He/she must be able to meet the time commitment involved. Some flexibility is required as meetings may be held irregularly or at short notice
- He/she must not have been an officer/member of Flintshire County Council, Alyn & Deeside District Council, Delyn Borough Council or Clwyd County Council.

Due to the nature of the work of the Standards Committee, any Town and Community Council representative must:-

- Be of good character and integrity
- Have listening skills
- Have ability to understand and weigh up evidence
- Have ability to come to an objective view and explain that view by reference to the evidence
- Have teamworking skills
- Have respect for others and an understanding of diverse issues
- Be discrete
- Not actively participate in local or national politics
- Not have had significant previous disputes with the Authority
- Not have a close relationship with any member/officer of the Authority

The Authority is an Equal Opportunity employer and provider of services and welcomes applications from all sections of the community.

Any person wishing to apply to become an independent member should apply to Gareth Owens, Monitoring Officer, Flintshire County Council, County Hall, Mold, Flintshire, CH7 6NR, Telephone (01352) 702411, for an application pack and form.

Closing date for receipt of applications will be 31 July 2012.

The successful candidate will be expected to take up the appointment in September/October 2012 and serve a term of between 4-6 years.

Timetable of Meetings

Monday, 3 September at 6pm
Monday, 1 October at 6pm
Monday, 5 November at 6pm
Monday, 3 December at 6pm
Monday, 7 January 2013 at 6pm
Monday, 4 February at 6pm
Monday, 4 March at 6pm
Monday, 8 April at 6pm
Monday, 13 May at 6pm
Monday, 10 June at 6pm
Monday, 8 July at 6pm

**Procedure for Appointing a Town & Community Council
Representative to the Standards Committee**

- (1) The Monitoring Officer will write to all Town and Community Council Clerks inviting applications to be submitted for the position, allowing at least 1 month for applications to be made.
- (2) The Monitoring Officer and Chair of the Standards Committee will short list applications prior to interview.
- (3) Short listed candidates will be interviewed by a panel consisting of:
 - The Chair of the Council
 - The Chair of the Standards Committee
 - The Monitoring Officer
- (4) The name of the preferred candidate will be reported to the Standards Committee for recommendation to Council.
- (5) The name of the preferred candidate will also be notified to all Town and Community Councils and Associations representing them, seeking comments prior to appointment by Council.
- (6) The County Council will consider any comments before appointing the Town / Community Council representative.

This page is intentionally left blank

FLINTSHIRE COUNTY COUNCIL

REPORT TO: FLINTSHIRE COUNTY COUNCIL
DATE: TUESDAY, 11 SEPTEMBER 2012
REPORT BY: DEMOCRACY & GOVERNANCE MANAGER
SUBJECT: ELECTED MEMBER SURVEY

1.00 PURPOSE OF REPORT

1.01 To consider the results of the survey of elected Members undertaken during June.

2.00 BACKGROUND

2.01 Attached as appendix 1 is the survey that was sent to all Members on the 7 June seeking responses by the 29 June 2012. Approximately two thirds of Members responded by the deadline and appendix 2 gives the detailed analysis of these responses.

2.02 Section 6 of the Local Government (Wales) Measure 2011 requires the Council to have regard to guidance issued by the Welsh Government relating to the times at which meetings of the Council and its committees and sub committees meet. In June such guidance was issued and this stated that all local authorities should review the times at which meetings are held at least once in every term, preferably shortly after the new Council is elected. It went on to indicate that the rule of thumb should be that meetings will be held at times, intervals and locations which are convenient to its Members and as far as it is practicable, have regard to equality and diversity issues. A copy of the relevant part of the guidance is attached as appendix 3.

2.03 Section 7 of the Local Government (Wales) Measure 2011 requires local authorities to secure the provision of reasonable training and development opportunities for its Members. The Member survey therefore included asking Members if there were any skills or topics they would wish to include in the Member training programme for 2012/13.

2.04 The start of the new Council is a good opportunity for ascertaining the wishes of Members as to whether they want to receive their agendas and reports electronically or have paper copies. The last three questions in the survey covered this.

2.05 The results of the survey were considered at the political Group Leaders meeting on the 9 July 2012 prior to consideration by the Democratic Services Committee at its meeting on the 24 July 2012. The Democratic Services Committee resolved to forward the results of the Member survey to County Council.

3.00 CONSIDERATIONS

3.01 The responses to the first three questions show a preference for meetings to be held in the morning rather than the afternoon with little support for evening meetings. The preferred starting times are 10.00 am for morning meetings, 2.00 pm for afternoon meetings and 6.00 pm for evening meetings.

3.02 Paragraph 1.12 of the statutory guidance states that when conducting a survey account should be taken on whether particular times caused difficulties for councillors with particular characteristics. For this reason question 8 asked for details of personal circumstances that limit a Member's ability to attend meetings. In response several Members referred to their employment commitments and some others to their caring responsibilities. The full list of the responses given are in appendix 2. Whilst the responses from those in employment favoured evening meetings, other responses indicated evening commitments that would prevent their attendance.

3.03 Paragraph 1.13 of the statutory guidance refers to considering whether there may be advantages to rotating meeting times due to an impossibility of pleasing all Members all of the time. At present the Planning and Development Control Committee starts at 1.00 pm as experience showed that commencing at 2.00 pm led to meetings ending in the evening. At present the only committee that normally meets in the evening is the Standards Committee.

3.04 The vast majority of responses to the survey favoured meetings being held at County Hall, Mold. The Lifelong Learning Overview & Scrutiny Committee has however, recently unanimously resolved that where appropriate to an item on its agenda it will meet at that location rather than in County Hall.

3.05 Questions 5 and 6 relate to the preferred frequency of different types of meetings. For meetings of the County Council the largest number of responses indicated eight times a year with approximately equal numbers suggesting either six or twelve times a year. For the cabinet there was an overwhelming majority in favour of meeting twelve times a year. For individual Overview & Scrutiny Committees there was a similar but smaller preference for each committee meeting twelve times a year. In relation to other committees the most popular response was for them to meet six times a year. These preferences are broadly in line with the average frequency of meeting in the last Council.

- 3.06 Question 7 was seeking Members preference for when the different types of meetings should be held. There was a large majority in favour of Cabinet and Council meetings being held on Tuesdays with a smaller majority in favour of Wednesdays for Overview & Scrutiny Committees. For other committees there was a small preference for Monday meetings. The Council may wish to resolve that Cabinet and Council meetings should normally continue to be held on Tuesdays with committee meetings normally held on Monday, Tuesday or Wednesday. It may also wish to consider that in view of the survey results Council meetings should be held in the morning.
- 3.07 Questions 9, 10 and 11 relate to the number of committees that Members believe it is practical for them to serve upon and whether there should be any limit. There was a mixed response to whether there should be any limit on the number of committees a Member serves on. There was however, a slight majority in favour of limiting the number of committees a Member serves on with this limit being between two and four committees. Council may consider that this is best left to individual Group Leaders when allocating committee places to members of their group.
- 3.08 Question 12 was seeking suggestions for any skills or topics that Members wish to include in the Member training programme for 2012/13. IT, planning and financial matters were topics that were suggested by more than one Member. These are all being catered for in the arrangements that have been put in place for the current year.
- 3.09 The last questions in the survey relate to the despatch of agendas and reports. It shows that there are a majority of Members in favour of receiving a mixture of some electronically and some paper copies. In relation to paper copies there is a clear majority in favour of having them posted only if that Member has not collected them from their pigeonhole in Member Services by the Friday lunch time.
- 3.10 In view of the cost of postage having recently increased it is important that as many Members as possible receive their papers electronically or collect paper copies from Member Services. It is more environmentally friendly and quicker for agendas and reports to be sent electronically. Work is ongoing in relation to identifying a suitable electronic device that can be issued to all Members and at that time there will need to be a review of the arrangements concerning the despatch of paper copies. In the meantime Council may consider that the wishes of individual Members should be complied with.

4.00 RECOMMENDATIONS

- 4.01 For Council to consider the results of the Member survey, the suggestions in paragraphs 3.05, 3.06 and 3.09 and make any appropriate changes to existing practice.

5.00 FINANCIAL IMPLICATIONS

5.01 The Member training budget is £13,707.

6.00 ANTI POVERTY IMPACT

6.01 None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 The greater use of electronic agendas and reports is more environmentally friendly than paper copies.

8.00 EQUALITIES IMPACT

8.01 This is an important consideration when determining the timings of meetings.

9.00 PERSONNEL IMPLICATIONS

9.01 None as a result of this report.

10.00 CONSULTATION REQUIRED

10.01 None as a result of this report.

11.00 CONSULTATION UNDERTAKEN

11.01 With Group Leaders and their deputies.

12.00 APPENDICES

12.01 Appendix 1 - Member survey
Appendix 2 - detailed analysis of survey
Appendix 3 - timing of Council meetings guidance

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

The results of the Member survey

Contact Officer: Peter Evans
Telephone: 01352 702304
Email: peter.j.evans@flintshire.gov.uk

Member Questionnaire

1. I would like Cabinet meetings to be held - morning / afternoon / evening
2. I would like Council meetings to be held - morning / afternoon / evening.
3. I would like Committee meetings to be held - morning / afternoon / evening.

(Questions 1 to 3 delete as appropriate)

4. At what time do you believe the meetings referred to in the above questions should commence?

a) For morning meetings

b) For afternoon meetings

c) For evening meetings

(Please give you preference for each irrespective of how you answered questions 1 to 3).

5. I would like the meetings referred to in questions 1, 2 and 3 to be held at County Hall

Other (Please specify)

6. How often during a year do you believe the following should meet:-

The County Council

The Cabinet

An O&S Committee

Other Committees

7. Do you have any preference for a day of the working week when you would like the meetings referred to in questions 1, 2 and 3 to be held?

Monday
Thursday

Tuesday
Friday

Wednesday

8. Please give details of any personal circumstances that you have that limit your ability to attend meetings (for example, employment commitments, care responsibilities or religion)

.....

9. How many Committees is it practical for you to serve on?

10. Do you think there should be a limit on the number of Committees a Member serves on?

.....

11. Please could you indicate below any skills or topics you would wish to include in the Member training programme for the year 2012/13

.....
Name of Councillor _____

Please indicate if you wish to receive paper copies of the following agendas.

The * indicates meeting of which you are a Member

MEETING	I DO NOT wish to receive paper copies	I DO WISH to receive paper copies
Audit Committee		
Community & Housing OSC		
Constitution Committee		
Corporate Management OSC		
County Council *		
Democratic Services		
Environment & Regeneration OSC		
Cabinet		
Licensing Committee *		
Lifelong Learning OSC		
People & Performance OSC		
Planning & Development Control Committee		
Social & Health OSC		
Standards Committee		

For any agendas/reports that you wish to receive paper copies of, please indicate your preferred option from those below:-

- 1) I will collect all my paper copies of agendas and reports from Member Services; or
- 2) I would like my paper copies of agendas and reports to be posted to me if I have not collected them by lunchtime on Fridays; or
- 3) I would like my paper copies of agendas and reports to be posted to me as soon as possible.

Please return the above form to Member Services by 29 June 2012

Elected Member Survey – June 2012

The survey ran from 7 to 29 June 2012.

A total of 45 responses were received by the closing date.

2 of the 45 were completed on-line the remainder via hard copy to Member Services.

Names highlighted in green below denote returned forms.

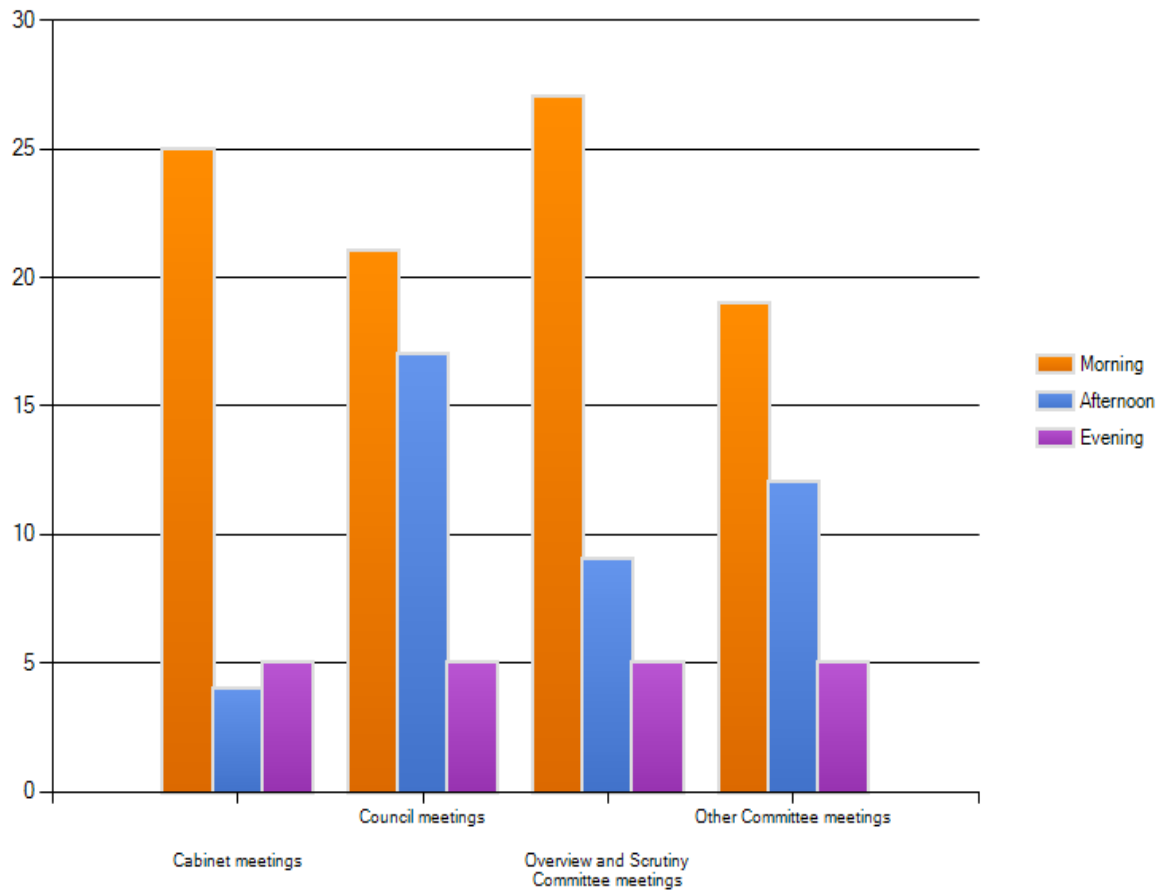
Names highlighted in blue below denote forms returned after preparation of report and are **not** included in summary data, **but are** included in personal preferences for dispatch of agendas and reports at Appendix 1.

Cllr Alex Aldridge	Cllr Brian Dunn	Cllr Kevin Jones	Cllr Ian Roberts
Cllr Bernie Attridge	Cllr Carol Ellis	Cllr Richard Jones	Cllr Tony Sharps
Cllr Glyn Banks	Cllr David Evans	Cllr Stella Jones	Cllr Aaron Shotton
Cllr Haydn Bateman	Cllr Ted Evans	Cllr Colin Legg	Cllr Paul Shotton
Cllr Marion Bateman	Cllr Jim Falshaw	Cllr Phil Lightfoot	Cllr Ian Smith
Cllr Chris Bithell	Cllr Veronica Gay	Cllr Brian Lloyd	Cllr Nigel Steele-Mortimer
Cllr Amanda Bragg	Cllr Robin Guest	Cllr Richard Lloyd	Cllr Carolyn Thomas
Cllr Helen Brown	Cllr Alison Halford	Cllr Mike Lowe	Cllr Owen Thomas
Cllr Derek Butler	Cllr Ron Hampson	Cllr Peter Macfarlane	Cllr David Williams
Cllr Clive Carver	Cllr George Hardcastle	Cllr Dave Mackie	Cllr Sharon Williams
Cllr David Cox	Cllr Patrick Heesom	Cllr Hilary McGuill	Cllr David Wisinger
Cllr Peter Curtis	Cllr Cindy Hinds	Cllr Ann Minshull	Cllr Arnold Woolley
Cllr Ron Davies	Cllr Trefor Howorth	Cllr Nancy Matthews	Cllr Matt Wright
Cllr Adele Davies-Cooke	Cllr Ray Hughes	Cllr Billy Mullin	
Cllr Alan Diskin	Cllr Dennis Hutchinson	Cllr Tim Newhouse	
Cllr Glenys Diskin	Cllr Hilary Isherwood	Cllr Mike Peers	
Cllr Chris Dolphin	Cllr Joe Johnson	Cllr Neville Phillips	
Cllr Rosetta Dolphin	Cllr Rita Johnson	Cllr Mike Reece	
Cllr Ian Dunbar	Cllr Christine Jones	Cllr Gareth Roberts	

QUESTION 1

Please identify your preference in relation to the time of day meetings should be held. Please tick one box in each of the three rows below.

Number of respondents: answering this question = 43, skipping this question = 2.

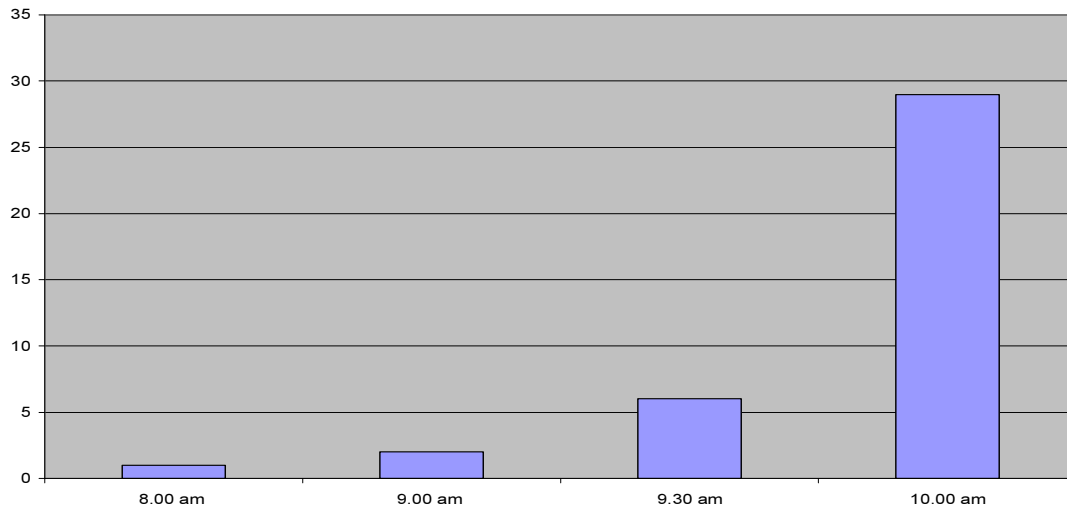


QUESTION 2

Please identify your preferred start time for these meetings – please provide a time for each part of the day irrespective of the preference you selected in Question 1 above.

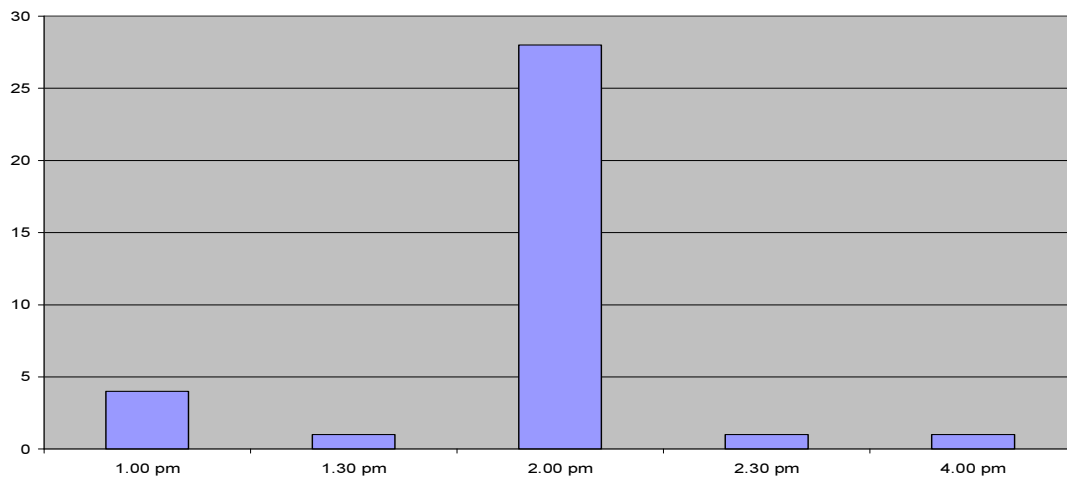
A – Start Time Preferences - Morning Meetings

Number of respondents: answering this question = 38, skipping this question = 7



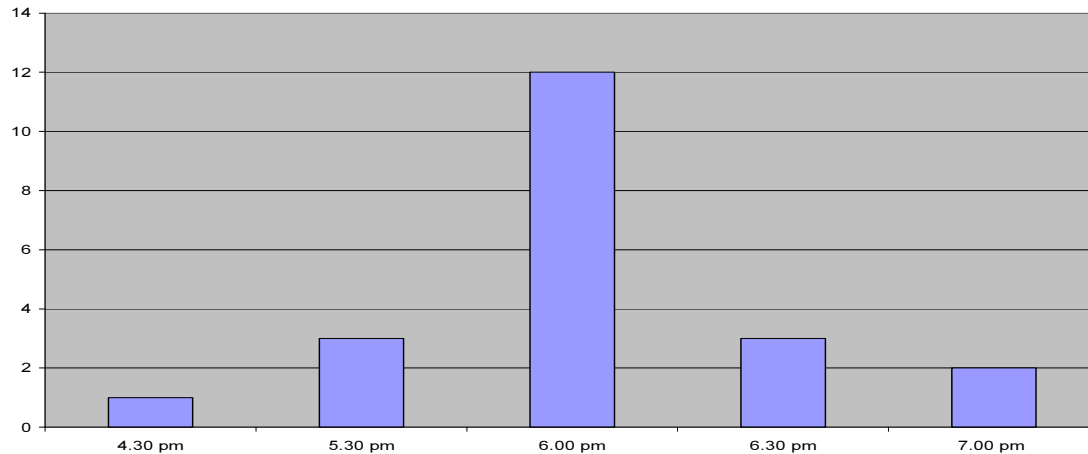
B – Start Time Preferences – Afternoon Meetings

Number of respondents: answering this question = 35, skipping this question = 10



C – Start Time Preferences – Evening Meetings

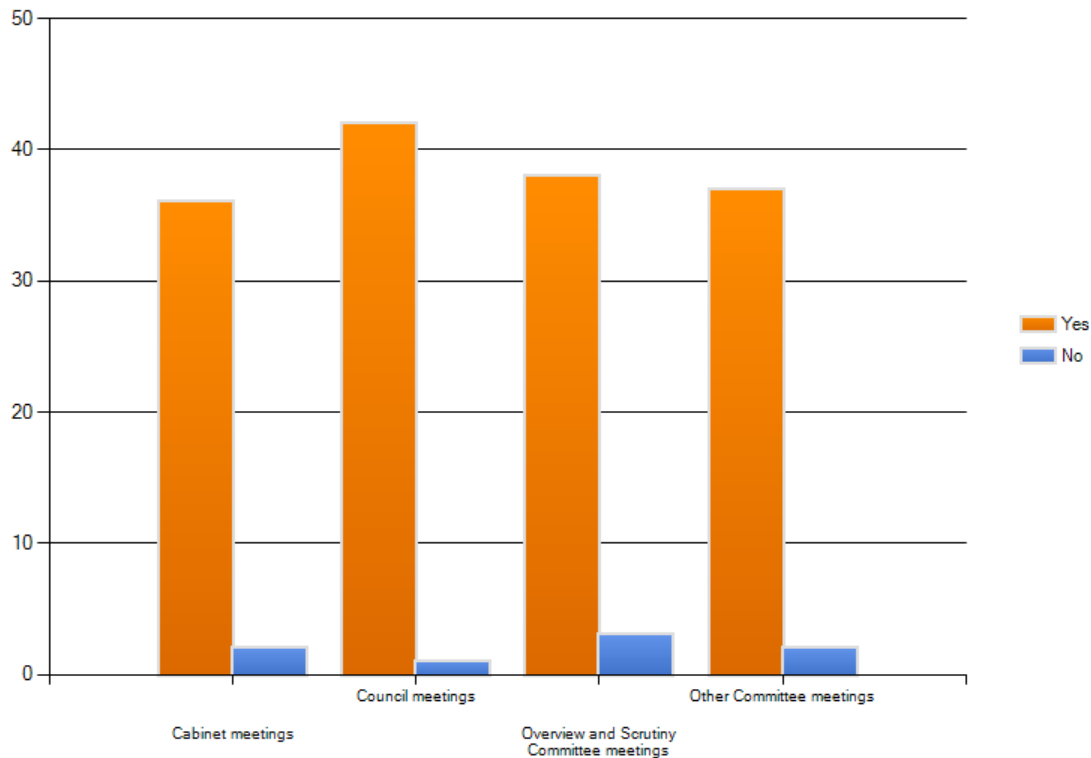
Number of respondents: answering this question = 21, skipping this question = 24



Question 3

Would you like these meetings to be held at County Hall Mold? Please tick one box in each of the four rows below.

Number of respondents: answering this question = 43, skipping this question = 2.



Question 4

If you responded 'No' to any part of Question 3 above, please tell us where you think the meetings could be held.

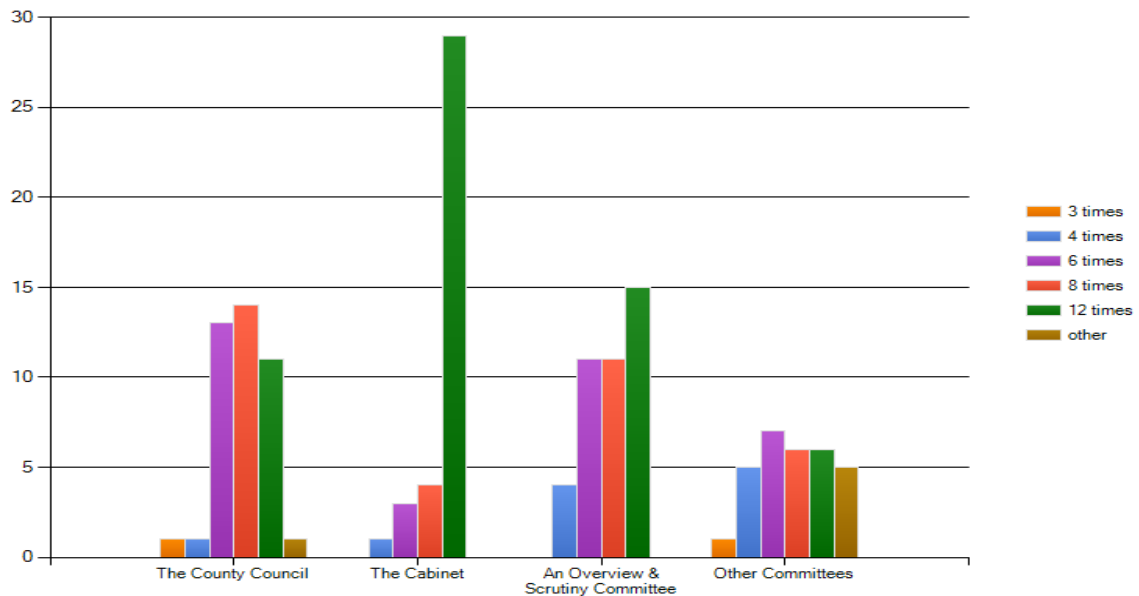
Number of respondents: answering this question = 3, skipping this question = 42.

Cabinet meetings	<ul style="list-style-type: none"> ▪ Move around to allow different communities access ▪ In Community
Council Meetings	<ul style="list-style-type: none"> ▪ In the Community
Overview and Scrutiny Committee Meetings	<ul style="list-style-type: none"> ▪ County Hall unless agenda item is specific to another location ▪ In other locations – as appropriate ▪ In Community
Other Committee Meetings	<ul style="list-style-type: none"> ▪ County Hall unless agenda item is specific to another location ▪ In Community

Question 5

How often, during the year, do you believe the following should meet? Please tick one box in each of the four rows below.

Number of respondents: answering this question = 42, skipping this question = 3.



Question 6

If you selected 'other' to any part of Question 5 above please specify your preferred frequency?

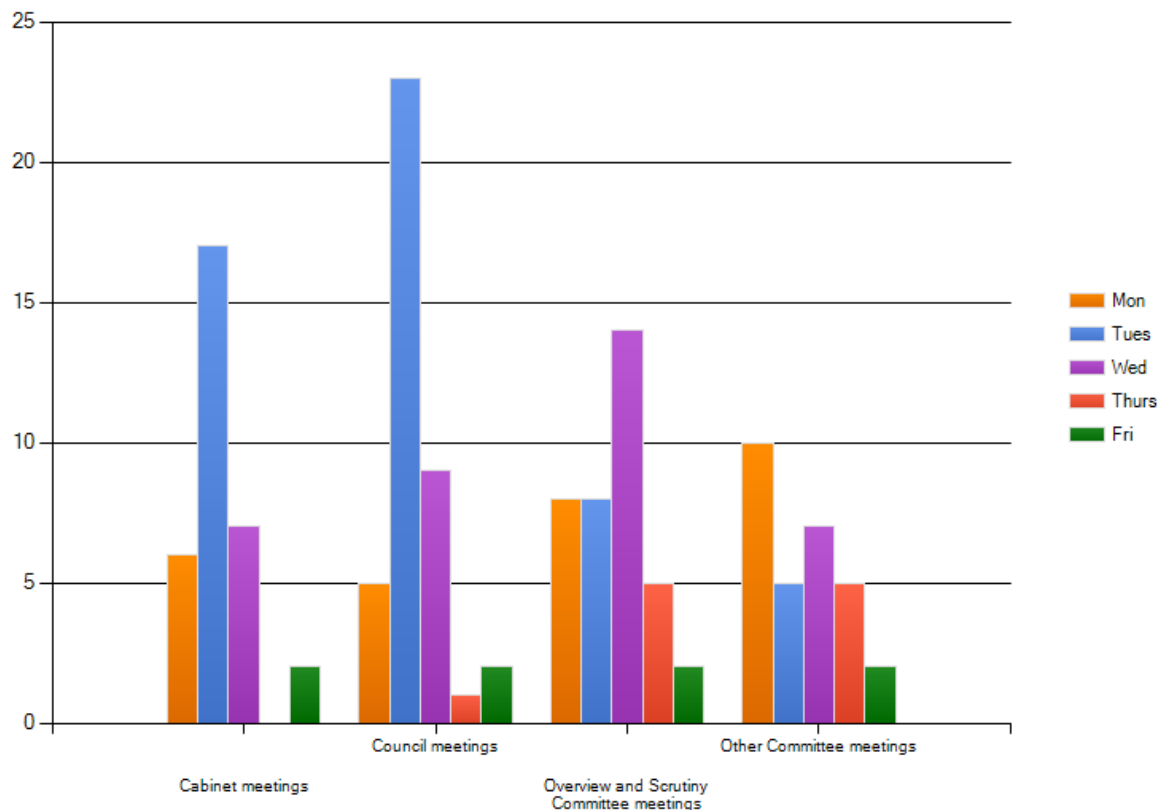
Number of respondents: answering this question = 7, skipping this question = 38.

Cabinet meetings	<ul style="list-style-type: none"> ▪ As and when required
Council Meetings	<ul style="list-style-type: none"> ▪ 10 ▪ As and when required
Overview and Scrutiny Committee Meetings	<ul style="list-style-type: none"> ▪ As and when required
Other Committee Meetings	<ul style="list-style-type: none"> ▪ Depends on subject and need ▪ When needed ▪ As required ▪ Minimum 4 ▪ As and when required ▪ As required

Question 7

On which day of the week would you prefer these meetings to be held? Please tick one box in each of the four rows below.

Number of respondents: answering this question = 40, skipping this question = 5.



Question 8

Please give details of any personal circumstances that limit your ability to attend meetings, for example employment commitments, care responsibilities or religion.

Number of respondents: answering this question = 24, skipping this question = 21.

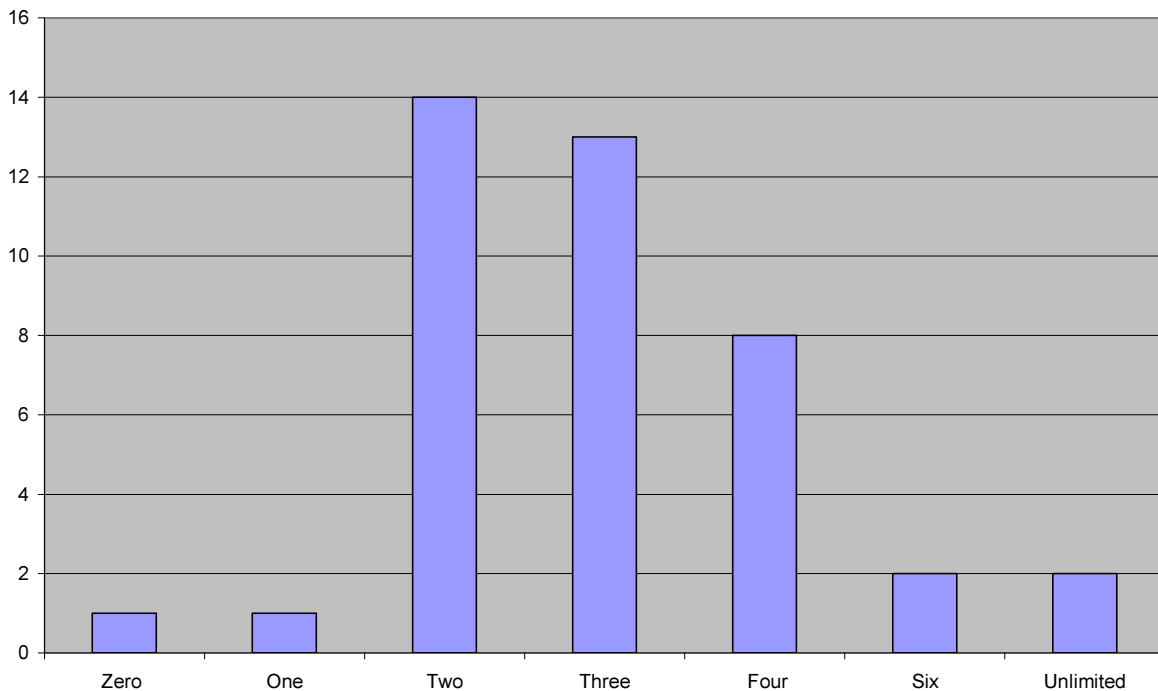
- Employment
- Outside Bodies
- Full time employment and childcare
- Care of siblings
- CAB, Flint Town Council, ATC
- Full time teacher
- I work for an emergency refuge service which provides refuge for individuals experiencing domestic abuse & the nature of the job means the hours can be fairly unpredictable
- Employment
- Would like CC on Tuesday or Thursday
- Life
- I prefer to be home between 4 till 7 for the children & family teatime

- Mon-Tues Difficult Thurs ok Friday-constituency
- Employment commitments. Time of public transport i.e. bus timetable
- Work commitments between 8am & 2.45
- Care responsibilities
- Work 9 till 5
- Employment Commitments
- Full Time Employment
- Hospital appointments
- Justice of the Peace
- Taxi Contract 3.00 every day
- Family Commitments & College attendance
- Evening commitments Mon, Tue, Wed, Thur and Fri.
- I run a small Podiatry practice so need advanced notice of meetings to move and reappoint patients. Appointments are booked at 6-8 week intervals so meetings called at short notice would be difficult to attend.

Question 9

How many Committees do you think it is practical for your to serve on?

Number of respondents: answering this question = 41, skipping this question = 4.



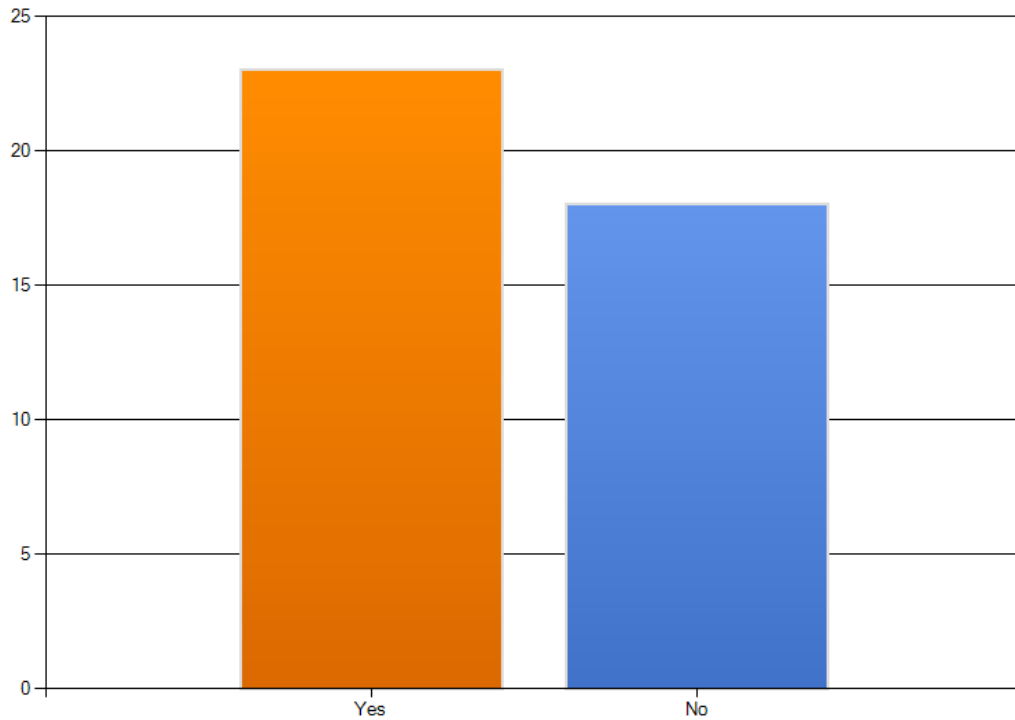
Additional narrative provided with responses to Question 9

- 0 because they are during the day
- Every councillor should have the chance to serve on 1

Question 10

Do you think there should be a limit on the number of Committees a Member serves on?

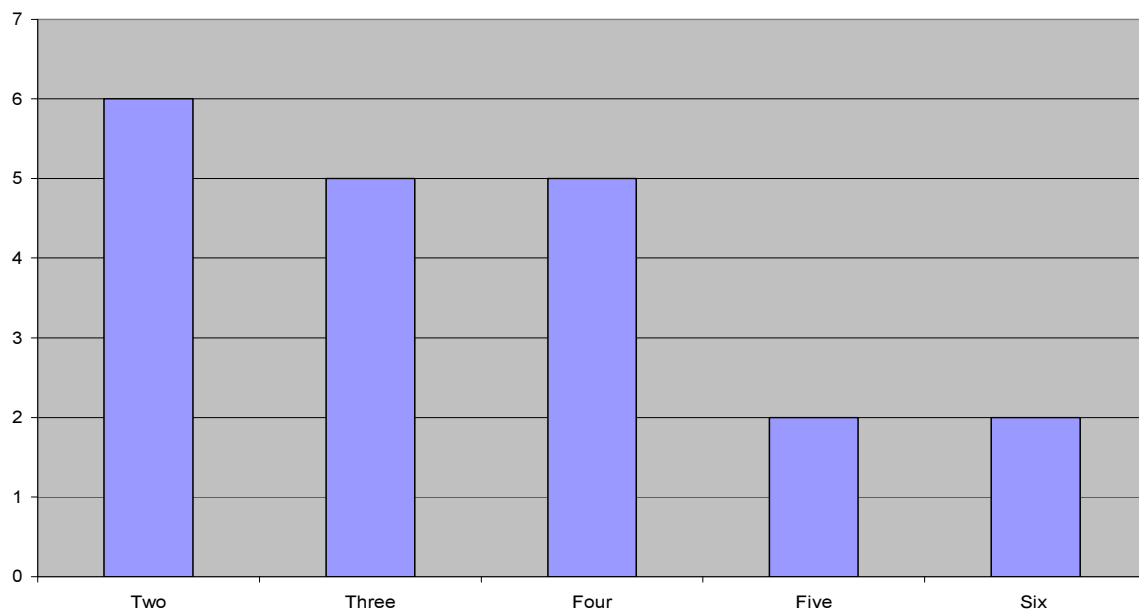
Number of respondents: answering this question = 41, skipping this question = 4.



Question 11

If you responded 'yes' to Question 10, please specify the maximum number.

Number of respondents: answering this question = 24, skipping this question = 21.



Additional narrative provided with responses to Question 11

- Depends on timings of meetings e.g. more meetings were held in the evening or weekends then it would enable me to sit on more committees and reduce the burden on others
- Depends on Cllrs choice & commitments
- It depends if they turn up for them and give valuable input
- Its up to the Member
-

Question 12

Over and above the Member induction training that has been sent out to all Members please could you indicate below any skills or topics you would wish to include in the Member training programme for the year 2012/13.

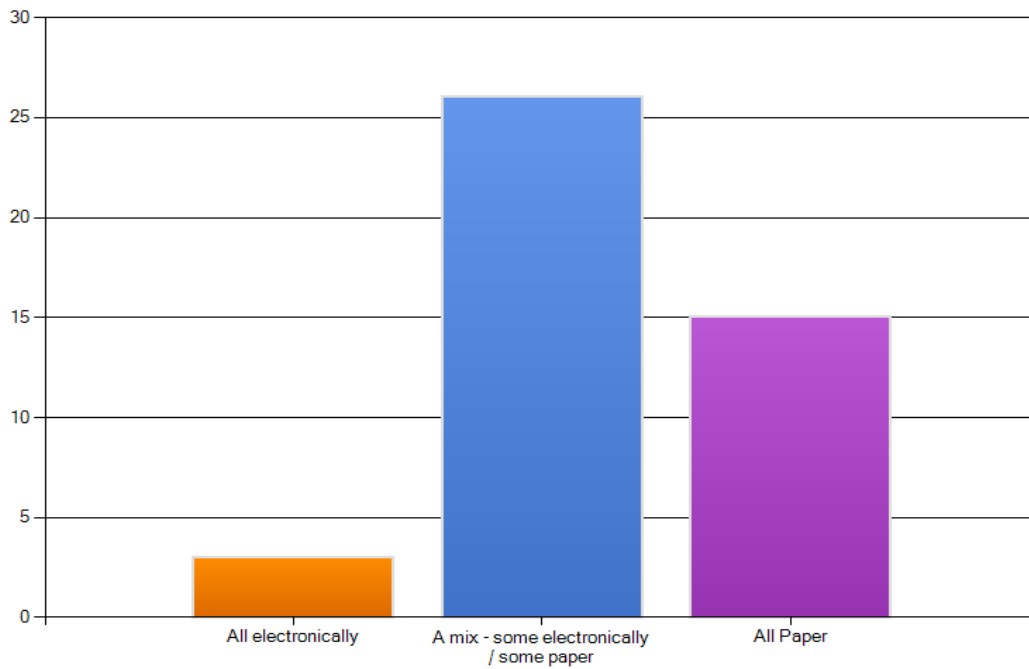
Number of respondents: answering this question = 14, skipping this question = 31.

- Force every Member to get agendas and reports electronically to train them, train them and train them again
- Tolerance
- All
- IT
- IT
- Public Speaking
- Finance
- IT
- Planning for Committee Members
- Planning
- Financial Information
- Finance
- IT
- Planning (minefield)
- Audit
- Protocol and professionalism, how to conduct your self , what is expected of you as a councillor by electorate and officers of the county

Question 13

How do you want to receive your agendas and reports?

Number of respondents: answering this question = 44, skipping this question = 1.

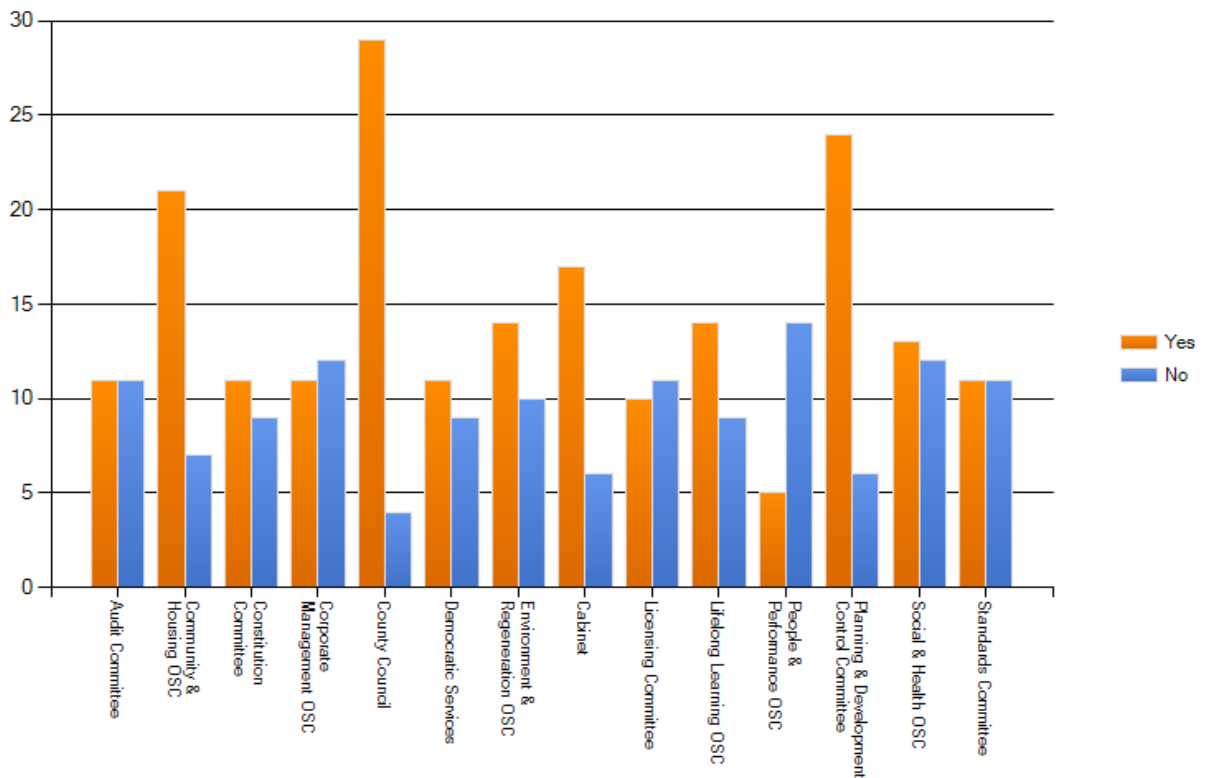


Question 14

If you answered 'A mix of electronic and paper' at Question 13 above, please indicate which of the following Agendas you would like to receive in PAPER COPY

Please see Appendix 1 for breakdown of individual Member preferences.

Number of respondents: answering this question = 34, skipping this question = 11.



Additional narrative provided with responses to Question 14

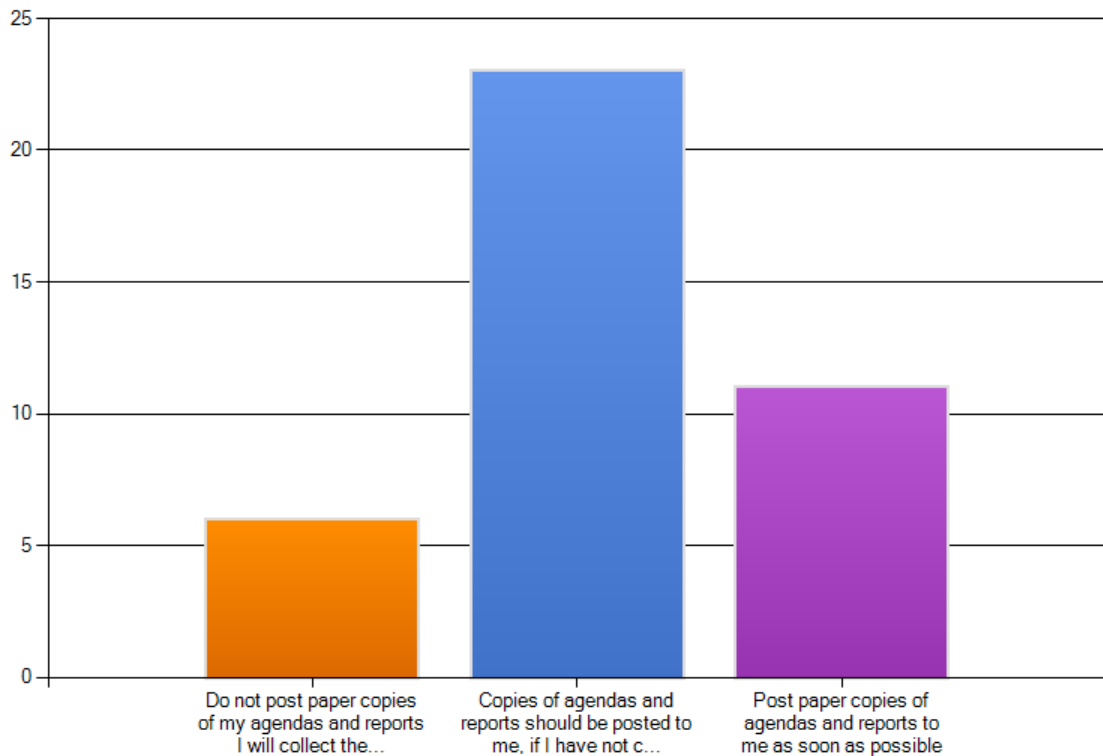
- Without the equipment to bring reports to meetings this would prove impossible for members to print off documents to bring with them.
- Depends - I use hotmail and links don't work pdf files would be ok or a better set up

QUESTION 15

If you have indicated in either Questions 13 or 14 that you would like to receive paper copies of agendas, please tell us how you would like to receive them? Please select only one option.

See Appendix 1 for breakdown of individual Member preferences.

Number of respondents: answering this question = 40, skipping this question = 5.



MEMBER PREFERENCES FOR PAPER COPY AGENDA AND REPORTS AND METHOD OF DESPATCH

	Audit Committee	C & H OSC	Constitution Cmtee.	Corporate Mngmt .OSC	County Council	Democratic Services	E & R OSC	Cabinet	Licensing Committee	Lifelong Learning OSC	People & Perf. SC	Planning and Dev. Control	S & H OSC	Standards Committee	Do not post - will collect from Member Services	Post if not collected by lunchtime on Fridays	Post to me as soon as possible
Cllr Alex Aldridge																	
Cllr Bernie Attridge																	
Cllr Glyn Banks																	
Cllr Haydn Bateman																	
Cllr Marion Bateman																	
Cllr Chris Bithell																	
Cllr Amanda Bragg																	
Cllr Helen Brown																	
Cllr Derek Butler																	
Cllr Clive Carver																	
Cllr David Cox																	
Cllr Peter Curtis																	
Cllr Ron Davies																	
Cllr Adele Davies-Cooke																	
Cllr Alan Diskin																	

MEMBER PREFERENCES FOR PAPER COPY AGENDA AND REPORTS AND METHOD OF DESPATCH

	Audit Committee	C & H OSC	Constitution Cmtee.	Corporate Mngmt .OSC	County Council	Democratic Services	E & R OSC	Cabinet	Licensing Committee	Lifelong Learning OSC	People & Perf. SC	Planning and Dev. Control	S & H OSC	Standards Committee	Do not post - will collect from Member Services	Post if not collected by lunchtime on Fridays	Post to me as soon as possible
Cllr Glenys Diskin																	
Cllr Chris Dolphin																	
Cllr Rosetta Dolphin																	
Cllr Ian Dunbar																	
Cllr Brian Dunn																	
Cllr Carol Ellis																	
Cllr David Evans																	
Cllr Ted Evans																	
Cllr Jim Falshaw																	
Cllr Veronica Gay																	
Cllr Robin Guest																	
Cllr Alison Halford																	
Cllr Ron Hampson																	
Cllr George Hardcastle																	
Cllr Patrick Heesom																	

MEMBER PREFERENCES FOR PAPER COPY AGENDA AND REPORTS AND METHOD OF DESPATCH

	Audit Committee	C & H OSC	Constitution Cmtee.	Corporate Mngmt .OSC	County Council	Democratic Services	E & R OSC	Cabinet	Licensing Committee	Lifelong Learning OSC	People & Perf. SC	Planning and Dev. Control	S & H OSC	Standards Committee	Do not post - will collect from Member Services	Post if not collected by lunchtime on Fridays	Post to me as soon as possible
Cllr Cindy Hinds																	
Cllr Trefor Howorth																	
Cllr Ray Hughes																	
Cllr Dennis Hutchinson																	
Cllr Hilary Isherwood																	
Cllr Joe Johnson																	
Cllr Rita Johnson																	
Cllr Christine Jones																	
Cllr Kevin Jones																	
Cllr Richard Jones	Paper copy for agendas that I am on the Committees e-copy for others																
Cllr Stella Jones																	
Cllr Colin Legg																	
Cllr Phil Lightfoot																	
Cllr Brian Lloyd																	
Cllr Richard Lloyd																	

MEMBER PREFERENCES FOR PAPER COPY AGENDA AND REPORTS AND METHOD OF DESPATCH

	Audit Committee	C & H OSC	Constitution Cmtee.	Corporate Mngmt .OSC	County Council	Democratic Services	E & R OSC	Cabinet	Licensing Committee	Lifelong Learning OSC	People & Perf. SC	Planning and Dev. Control	S & H OSC	Standards Committee	Do not post - will collect from Member Services	Post if not collected by lunchtime on Fridays	Post to me as soon as possible
Cllr Mike Lowe																	
Cllr Peter Macfarlane																	
Cllr Dave Mackie																	
Cllr Hilary McGuill																	
Cllr Ann Minshull																	
Cllr Nancy Matthews															None to be posted all electronic		
Cllr Billy Mullin	Mix of paper & electronic but no preferences selected														No response provided		
Cllr Tim Newhouse															None to be posted all electronic		
Cllr Mike Peers																	
Cllr Neville Phillips																	
Cllr Mike Reece																	
Cllr Gareth Roberts																	
Cllr Ian Roberts																	
Cllr Tony Sharps																	
Cllr Aaron Shotton																	

MEMBER PREFERENCES FOR PAPER COPY AGENDA AND REPORTS AND METHOD OF DESPATCH

	Audit Committee	C & H OSC	Constitution Cmtee.	Corporate Mngmt .OSC	County Council	Democratic Services	E & R OSC	Cabinet	Licensing Committee	Lifelong Learning OSC	People & Perf. SC	Planning and Dev. Control	S & H OSC	Standards Committee	Do not post - will collect from Member Services	Post if not collected by lunchtime on Fridays	Post to me as soon as possible
Cllr Paul Shotton																	
Cllr Ian Smith																	
Cllr Nigel Steele-Mortimer																	
Cllr Carolyn Thomas	Mix of paper & electronic but no preferences selected																
Cllr Owen Thomas																	
Cllr David Williams																	
Cllr Sharon Williams																	
Cllr David Wisinger																	
Cllr Arnold Woolley																	
Cllr Matt Wright																	

Chapter 1 Timing of Council Meetings Statutory Guidance made under Section 6 of the Local Government (Wales) Measure 2011

Introduction

- 1.1 Part 1 of the Measure contains provisions related to the strengthening of local democracy. More specifically, Chapter 1 of this Part deals with “promoting and supporting membership of local authorities” and section 6 relates to the timing of meetings.
- 1.2 These provisions flowed from proposals developed in the report of the Councillor Commission Expert Panel *Wales Are We Being Served?* published in 2009. It included a number of recommendations aimed at making local government service more attractive to a more diverse cross-section of the adult population. These included laying greater emphasis on the roles of “backbench” councillors, including through the introduction of remote access to council meetings, a review of councillors’ time commitments, a bi-annual survey to establish councillors’ support needs and engaging with employers to try and attract more candidates from the employed workforce.
- 1.3 In this context, the times at which meetings of the local authority take place is of considerable significance as it can affect the extent to which individuals may contemplate standing for election.

What the Measure requires

- 1.4 This is statutory guidance issued in accordance with section 6 (1) of the Measure. By virtue of section 6 (2) of the Measure, local authorities must have regard to this guidance in respect of the times and intervals at which meetings of a local authority are held. The relevant meetings in the context of this guidance are meetings of the full council and any committee or sub-committee of the council.

Reviewing existing arrangements

- 1.5 Only members of council executives are considered to be “full-time” councillors and this is reflected in the levels of payments that they are currently entitled to for their special responsibilities. By contrast, non-executive members are considered to undertake the equivalent of a part-time role, which will, in many cases, need to be fitted around whatever other commitments councillors may have.
- 1.6 The Expert Panel found that, although many councillors are retired, others had difficulty in marrying their work commitments with those of their council duties, or, in other cases, did so at the expense of any meaningful personal time.

- 1.7 For many prospective councillors in full-time employment, the extent to which their employers are supportive of their new commitment is a vital concern. Although employment legislation¹ entitles councillors to time off for public duties, operating that in practice may be more difficult.
- 1.8 The timing and frequency of meetings is the most problematic issue in this respect. Other duties may be fulfilled at times which suit the individual but a meeting is at a set time and (subject to any arrangements made for remote attendance) at a set venue.
- 1.9 It is neither practical nor desirable for the Welsh Government to prescribe the times and frequency of meetings of the full council, committees and sub-committees as these are matters for each local authority to consider in individual circumstances. However, it is important that local authorities do not simply continue to hold their meetings at the same time as they always have done simply out of inertia. What may have been tradition or an arrangement which suited the previous generation of councillors will not necessarily serve the interests of the new intake.
- 1.10 All local authorities should review the times at which meetings are held at least once in every term, preferably shortly after the new council is elected. The rule of thumb should be that meetings will be held at times, intervals and locations which are convenient to its members and as far as is practicable have regard to equality and diversity issues. Councils should find ways of surveying their members, at least after each election, to assess their preferences and should be committed to act on the conclusions. The survey should be carried out within three months of ordinary elections. It will be for each authority to decide on the regularity of such surveys.
- 1.11 Although this process could result in long-serving councillors having to make changes to their pattern of working that would be worth doing if it meant that the council was better able to retain new councillors with outside responsibilities.
- 1.12 Issues to be taken into account in conducting a survey could include:
- Whether daytime or evening meetings are preferred.
 - Whether particular times cause difficulties for councillors with particular characteristics, such as age, gender, religion, having caring responsibilities or being in employment.
- 1.13 As a result of the survey, local authorities should also consider whether there may be advantages to rotating meeting times due to an impossibility of pleasing all their members all of the time. Any such arrangements will, of course, need to be clearly publicised for the benefit of interested members of the public.

FLINTSHIRE COUNTY COUNCIL

REPORT TO: FLINTSHIRE COUNTY COUNCIL
DATE: TUESDAY, 11 SEPTEMBER 2012
REPORT BY: HEAD OF LEGAL AND DEMOCRATIC SERVICES
SUBJECT: MEMBER DEVELOPMENT CHAMPION

1.00 PURPOSE OF REPORT

- 1.01 To consider a recommendation from the Democratic Services Committee that its chairman be appointed Member development champion.

2.00 BACKGROUND

- 2.01 At the end of April 2012 the Welsh Government implemented section 7 of the Local Government (Wales) Measure 2011 relating to the training and development of Members. On the 25 June the Welsh Government issued statutory guidance on section 7. Paragraph 2.20 of the statutory guidance encourages local authorities to appoint a Member development champion from amongst its members.
- 2.02 At its meeting on the 24 July the Democratic Services Committee considered a report on those parts of the statutory guidance relating to the training and development of Members, including the encouragement to appoint a member development champion. The report explained that at a Council meeting on the 19 October 2010 a decision had been taken to terminate such Member champions that had been appointed by and on behalf of the Council. In view of the recent statutory guidance the committee resolved to recommend to Council that the chairman of the Democratic Services Committee be appointed Member development champion.

3.00 CONSIDERATIONS

- 3.01 Flintshire was one of the first County Councils in Wales to obtain the Welsh Local Government Association Charter for Member support and development. One of the requirements of that Charter is that there should be a Member development champion. This role was originally undertaken by Councillor Glenys Diskin and subsequently by Councillor Neville Phillips during the times when each of them chaired the Member Development Working Group prior to the 19 October 2010.

- 3.02 The Local Government (Wales) Measure 2011 requires County Councils to have a Democratic Services Committee. The role of this committee includes the role previously undertaken by the Member Development Working Group. At the May annual meeting it was resolved that there should be a review of the various Member working groups and fora to ascertain whether or not they should continue. That review may well conclude that there is no longer a need for a Member Development Working Group in view of the new Democratic Services Committee.
- 3.03 The appointment of a Member development champion will meet both the requirements of the WLGA Charter for Member support and development and more importantly comply with the statutory guidance issued on the 25 June 2012.
- 3.04 The appointment of a Member development champion is one indication of the importance the Council attaches to Member development. It also is useful in identifying one Member whom all other Members can approach if they have any issues relating to Member development. The Member champion will also liaise closely with the appropriate officers on Member development initiatives.

4.00 RECOMMENDATIONS

- 4.01 The Democratic Services Committee recommends that the Council appoint the chairman of the Democratic Services Committee as Member development champion pursuant to paragraph 2.20 of the statutory guidance on the Local Government (Wales) Measure 2011.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There are no financial implications.

6.00 ANTI POVERTY IMPACT

- 6.01 None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None as a result of this report.

8.00 EQUALITIES IMPACT

- 8.01 None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

- 9.01 None as a result of this report.

10.00 CONSULTATION REQUIRED

10.01 None as a result of this report.

11.00 CONSULTATION UNDERTAKEN

11.01 None as a result of this report.

12.00 APPENDICES

12.01 None

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

Report to Democratic Services Committee of the 24 July 2012 on statutory guidance on the Local Government (Wales) Measure 2011. The statutory guidance on the Local Government (Wales) Measure 2011.

Contact Officer: Peter Evans
Telephone: 01352 702304
Email: peter.j.evans@flintshire.gov.uk

This page is intentionally left blank