

STANDARDS COMMITTEE

Date of Meeting	Monday, 3 July 2017
Report Subject	Annual Report by Members
Report Author	Gareth Owens, Monitoring Officer

EXECUTIVE SUMMARY

Councillors are encouraged by Welsh Government to write annual reports. When the Committee looked at the issue last it discovered that whilst few councillors write annual reports many publish their own newsletters.

The Committee resolved to remind members of the procedures for writing annual reports.

RECOMMENDATIONS

1	That all councillors be advised of the procedures for writing annual reports.
---	---

REPORT DETAILS

1.00	COUNCILLOR COMMUNICATIONS
1.01	<p>In February 2016 and May 2016 the Committee looked at how councillors communicate with their electors (reports attached).</p> <p>In May 2016 the committee resolved:</p> <p>“That Members be contacted in May each year with a template annual report and be advised that any completed annual reports could be placed on the Council’s website by Democratic Services.”</p>
1.02	Following the elections, and in accordance with the above minute, it is

	appropriate to remind members of the procedure.
--	---

2.00	RESOURCE IMPLICATIONS
2.01	The recommendation can be accommodated within existing resources.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	None

4.00	RISK MANAGEMENT
4.01	None

5.00	APPENDICES
5.01	Appendix 1 – Report and Minutes May 2016 Appendix 2 – Report February 2016

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None Contact Officer: Gareth Owens, Monitoring Officer Telephone: 01352 702344 E-mail: gareth.legal@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	None