

FLINTSHIRE COUNTY COUNCIL
DIVERSITY IN DEMOCRACY ACTION PLAN

	Objective	Proposed Actions	Timeframe	Responsible Officer/s
1.	Assess the effectiveness of the provisions in the Local Government (Wales) Measure 2011 in relation to data collection, and in relation to other candidate data that could be collected within the current devolution framework in order for political parties to support diverse candidates at elections	Encourage members to take part in the Welsh Government Survey for candidates and elected members at local government elections to gather important data about the diversity of candidates and Councillors.	Data Cymru to provide survey post elections May/June 2022	Democratic Services Manager
2.	Identify ways to provide broader support to Councillors and potential Councillors to inform their decision to stand for elected office	Consider appointing diversity ambassadors – all groups to champion the diversity expectations within the selection processes of their political parties (recognising that ‘Independents’ don’t have a political party structure).	In hand	Group Leaders
		Hold Pre-Election Briefings for potential candidates to provide details on election process and highlight the role of a Councillor (duties/ expectations/ commitment). Councillors to participate to give personal experience of being a Councillor to potential candidates – would be useful to have a diverse range of Councillors involved in this	W/c 7 th March 2022	Chief Executive/Monitoring Officer/Democratic Services Manager

		All candidates to be provided with Welsh Government Candidates' and Councillors survey when available.	Data Cymru to provide further information February 2022	Democratic Services Manager/Elections Team Leader
3.	Improve the safety of Councillors and their families when undertaking their council duties	Advise Members to undertake health and safety training, lone working training to ensure their safety during elections and when they are elected. Promote the Lone Working Policy and guidance.	All to be included in the first phase of the induction plan May – July 2022	Democratic Services Manager
		<p>All Councillors to receive 'Promoting Personal Resilience for Councillors Guidance' which includes link to WLGA advice & support and information.</p> <p>Remind all Members that CareFirst support is available to all Members</p> <p>Social media safety training to be delivered to members through the Member Induction Programme with ongoing refresher courses.</p> <p>Work with Corporate Health & Safety unit and Community Safety Team to further develop training modules going forward to include Risk Assessment training for Cllrs to help enable them to assess risks and recognise potential danger.</p>		<p>Democratic Services Manager</p> <p>Democratic Services Manager</p> <p>Democratic Services Manager</p> <p>Democratic Services Manager</p>

		Register of intimidatory behaviour or communication to be kept by Monitoring Officer.	Ongoing	Monitoring Officer
4.	Increase confidence of Councillors that they are valued, expectations placed on them are fair and that their remuneration levels appropriately reflect the work undertaken.	Have the tools, confidence, skills, knowledge and information to carry out their Ward role effectively; Be equipped with the appropriate technology and digital capability to effectively carry out their community leadership responsibilities;	As part of phase 2 of induction / training plan	Democratic Services Manager
		Be placed at the heart of citizen engagement and equipped with the insight and intelligence to translate this into tangible actions.		Democratic Services Manager
5.	Maximise opportunities for individuals to work in ways that enable them to achieve a work / life balance which protects their welfare and wellbeing and allows them to manage any caring / dependency relationships	Hybrid meetings to be available from: Autumn 2022, when Council agrees its own policy.	Autumn 2022	Democratic Services Manager/Team Leader Committees
		All Councillors to be fully aware of Family absence provisions available to them. (This will be carried out during Induction, and through C&DSC on cyclical basis)	May 2022 session on payments & allowances	Monitoring Officer
		Encourage members/officers/public & press to attend meetings remotely.	Ongoing	Democratic Services Manager

		<p>Provide flexibility in Council business by: Undertaking a review of meeting times each year with each committee at the first meeting of each cycle, including the option to stagger meeting times</p> <p>Consider during development of the Schedule of Meetings for the Annual Meeting to have an August recess and that formal meetings should not be held during school holidays unless there is a clear business need.</p>	<p>Autumn 2022</p> <p>Completed</p>	Both actions for the Democratic Services Manager
6.	Greater respect and support for those standing for and securing elected office in Wales.	<p>Promote duty on political group leaders to promote high standards of conduct.</p> <p>Standards Committee to monitor compliance in relation to standards of conduct and provide training.</p> <p>Support the Welsh Government's plans to introduce an Access to Elected Officer fund to assist disabled people to stand for elected office at the 2022 Local Elections.</p>	<p>Initial work complete and ongoing</p> <p>Annual</p> <p>February 2022 – Flintshire website link to https://www.beacouncillo r.wales/</p>	<p>Monitoring Officer/Democratic Services Managers/ Monitoring Officer</p> <p>Democratic Services Manager/Elections Team</p>
7.	Increase understanding of different tiers of government in Wales, the role each plays	Share Welsh Government educational resources to accompany the extension of the franchise to 16 & 17 year olds in Wales.	February 2022	Democratic Services Manager Elections Team

	in society and how they operate.	<p>Consider how to promote WG's Guidance/Materials for 16 and 17 year olds in Wales to include social media.</p> <p>Consider, with Youth service co-operation, to explore other potential opportunities through youth councils/school councils/Head Teachers Forum, career fairs.</p>	<p>February 2022</p> <p>Household Notification Letter sent to each property in Flintshire promoting change in franchise votes at 16 and foreign citizens</p> <p>Resources shared January / February 2022</p> <p>Ongoing until the last date to register 14 April 2022</p>	<p>Communications Team</p> <p>Communications Team</p>
8.	Comprehensive training and awareness programme available through a variety of	Consider developing a Member Development Strategy and action plan to	Const & Dem Services	Democratic Services Manager/Monitoring Officer

	<p>routes available for Councillors to support them in their role as Councillors.</p>	<p>identify areas and development opportunities available for Members.</p> <p>Review areas of training and development which can be made available online. National e Learning modules to be accessible via the All Wales Academy for Local Government via the NHS learning.wales website for 2022 elections https://learning.wales.nhs.uk/</p> <p>Member Induction Programme in the process of being developed – work with WLGA and share good practices across Councils.</p> <p>Provide mentoring/shadowing opportunities for newly elected members.</p> <p>Undertake Personal Development Reviews for Senior Salary Holders and offer to non SRA holders.</p> <p>Promote the WLGA’s online Be a Councillor website:- https://www.beacouncillor.wales/ https://www.byddwchyngynghorydd.cymru/</p>	<p>Committee post June 2022</p> <p>February 2022</p>	<p>Democratic Services Manager</p> <p>Corporate Training Manager</p> <p>Group Leaders</p> <p>Group Leaders</p> <p>Democratic Services Manager</p>
9.	<p>Increase engagement with the public to:</p>	<p>Publish a ‘Becoming a Councillor’ web page and promote, including to different communities in Flintshire e.g. Chinese</p>	<p>Complete</p>	<p>All actions for the Democratic Services Manager/ Elections Team Leader</p>

	<ul style="list-style-type: none"> raise awareness of the role and activities of the Council provide clarity about how the public can better inform local decision making build greater community cohesion through a greater presence at community events, creating and building upon community networks. 	<p>community, Polish community, Asian community, LGBTQ+</p> <p>Explore if information on webpage can be made available in different formats such as BSL</p> <p>Consider offering , depending on resources/capacity available, shadowing opportunities to groups who are underrepresented in democracy and for seldom heard</p> <p>Share link to 'Becoming a Councillor' page with Town & Community Councils and encourage link on their website to be promoted.</p> <p>Develop Public Participation Strategy Scheme (for compliance with duty under the 2021 Act).</p> <p>Encourage people to participate in decision making and promoting awareness of how to become a Member, what membership entails, promoting/facilitating process. Develop materials to target seldom heard / underrepresented groups.</p>	<p>December 2022</p> <p>June 2022 onwards</p> <p>Briefing w/c 7 March 2022</p> <p>May 2022</p> <p>Post approval of Participation Strategy</p>	/Communications Team
10.	Increase awareness of the role of Councillors, the contribution they make to	Council website page 'Becoming a Councillor' to be established and promoted.	Completed	Team Leaders

	society and how to become a Councillor.	<p>Consider a Video (available in BSL format as well) to be produced involving current Members highlighting the role of Members including benefits from both member and community perspective, insight into the work, training provided, remuneration package. Basic allowance for 2022 is £16,800, IT provision, child care allowance, carers allowance, Local Government Pension Scheme, Broadband allowance etc. Suggest appearances from high profile Councillors.</p> <p>Use key days/weeks/months to highlight the work of Councillors such as International Women's Day, and profile the work/roles/experiences of 1 female councillor from each group plus newly elected Councillors.</p>	8 March 2022 and ongoing	<p>Democratic Services Manager/ Communications Team</p> <p>Democratic Services Manager/ Communications Team</p>
11.	Increase opportunities for women to play a full role in supporting and representing their communities.	<p>Welsh Government introduced family absence for Councillors in principal authorities to enable individuals to balance the important roles they play in society with their responsibilities as parents. FCC have made family absence provisions available to all Councillors.</p> <p>Consider celebrating and profiling FCC female Councillors on International Women's Day 08.03.22.</p>	<p>Induction session on payments & allowances</p> <p>8 March</p>	All actions for Democratic Services Manager

		<p>Consider Creating mentoring /coaching opportunities for women who may be interested in becoming a Councillor.</p> <p>Consider offering opportunities to girls and women to shadow women Councillors for a day.</p> <p>Consider surveying to identify the barriers to becoming a Councillor.</p> <p>Training for all elected members on inclusion, awareness of micro aggressions etc.</p>	<p>Post elections May 2022</p>	
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