

<b>MEETING</b>	<b>STANDARDS COMMITTEE</b>
<b>DATE</b>	<b>1, JULY, 2013</b>
<b>TITLE</b>	<b>FEEDBACK FROM THE STANDARDS CONFERENCE.</b>
<b>AUTHOR</b>	<b>DILYS PHILLIPS, MONITORING OFFICER.</b>

1. The seventh all Wales Standard Conference was held in Llandudno on the 19<sup>th</sup> April, 2013. 5 from the Committee attended namely :  
Councillor Michael Sol Owen  
Einir Young  
Margaret Jones  
Gwilym Evans  
Linda Byrne,  
  
as well as four officers :  
Dilys Phillips,  
Iwan Evans  
Siôn Huws  
Rhun ap Gareth.
2. Just over a 100 attended and 80 feedback forms were received. The analysis of the forms can be seen in Appendix '1'.
3. Four workshops were held during the conference. The feedback from one of them namely "Promoting Standards Proactively" can be seen in Appendix '2'.
4. The Committee is requested to :
  - (a) Note the report.
  - (b) Offer any observations on the timing and arrangements of future conferences.

## **Cynhadledd Safonau 2013 / Standards Conference 2013**

### **Ffurflen adborth / Feedback form**

<b>Os gwelwch yn dda rhowch eich barn am y canlynol: <i>Please give your view on the following:</i></b>	<b>Ardderchog <i>Excellent</i></b>	<b>Da <i>Good</i></b>	<b>Boddhaol <i>Satisfactory</i></b>	<b>Gwael <i>Poor</i></b>
<b>Trefniadau cyn y gynhadledd <i>Pre-conference arrangements</i></b>	50	21	6	2
<b>Pa mor ddefnyddiol oedd y gynhadledd <i>The usefulness of the Conference</i></b>	49	28	2	0
<b>Y cyfle i rwydweithio <i>Opportunity for networking</i></b>	42	30	5	1
<b>Lleoliad/Lluniaeth <i>Location/Refreshments</i></b>	54	18	3	1
<b>Trefniadau'r gynhadledd <i>The Conference arrangements</i></b>	55	19	0	1
<b>Deunyddiau'r gynhadledd <i>Conference materials</i></b>	47	23	8	2
<b>Sesiwn lawn 1 – Peter Tyndall <i>Plenary session 1 – Peter Tyndall</i></b>	38	34	3	0
<b>Sesiwn lawn 2 – trefn datrys leol <i>Plenary session 2 – local resolution procedure</i></b>	38	30	0	0
<b>Gweithdy 1A/2A: hyrwyddo safonau <i>Workshop 1A/2A: promoting standards</i></b>	31	17	1	0
<b>Gweithdy 1B/2B: gwrandawiadau a chosbau <i>Workshop 1B/2B: hearings and sanctions</i></b>	19	18	6	1
<b>Gweithdy 1C: buddiannau a gollyngiadau <i>Workshop 1C: interests and dispensations</i></b>	12	9	3	0
<b>Gweithdy 2C: cyngorau cymuned ac un bwrrpas <i>Workshop 2C: communities and single purpose</i></b>	15	8	2	1

### **Sylwadau pellach / Further comments.**

1.	I think we did a good job here in the North. Good balance of presentations and workshops.
2.	Very worthwhile exercise. Informative, lively, information sharing.
3.	Very well organised in all respects.
4.	Very well organised and useful. Well chosen topics. Good venue and good facilities.
5.	Very enjoyable and good Conference.
6.	Should have started at 9 or 9:30. Most stayed overnight or were within 1 hours drive Standards documents too large Perhaps One Voice Wales representative should be invited?
7.	I'd suggest that the Conference should have started earlier in the day. Those that travelled from South Wales probably all stayed the night before. Conference should have finished therefore at 15:30. Conference was excellent.
8.	Diddorol dros ben. Dim digon o drafod/gwaith grŵp yn Gweithdy 1C. Trefniadau da / dwyieithog. <i>Very interesting. Not enough discussion/group work in Workshop 1C. Good organisation/bilingual.</i>
9.	Would have liked longer to discuss Workshop 1A/2A – Promoting Standards.

10.	Would have preferred all the conference materials to be on the web or e-mail. The contents were very heavy to transport and a waste of paper. Could have condensed the day a little to perhaps start at 10:00 to enable us to get home earlier. Would be easier on a midweek day. Good use of bilingual communications.
11.	Found documentation awkward to negotiate.
12.	Generally good – but not as good over the whole range as the last 2/3 annual events have been. Venue (although at the opposite end of Wales for me) was very good.
13.	Nid oedd y brif neuadd yn lleoliad delfrydol ar gyfer y gweithdai (rhy fawr ac amhersonol!) At y dyfodol, byddai'n ddefnyddiol pe bai'r dogfennau i aelodau'r gynhadledd gynnwys rhestr o'r holl aelodau, gan nodi pa Gyngor oeddent yn ei gynrychioli. <i>The main hall was not ideal for the workshop (to big and impersonal). In the future, it would be useful if the documents contained the names of all the delegates attending, together with the Council they were representing.</i>
14.	Cynhadledd wedi ei threfnu'n dda gyda chynnwys ardderchog. Diolch! <i>The Conference was well organised with excellent content. Thank you!</i>
15.	<i>Workshop 1C</i> – We didn't have the opportunity to work in small groups although tables were arranged to provide just the opportunity. I would have welcomed more workshop sessions, shorter lunch break if necessary. I would have been happy to forego the cost of having conference documents in English and Welsh.
16.	Page numbers needed on brochure. Morning group sessions not enough "Group Work".
17.	Balance of Workshops/Plenary – just right.
18.	Location – excellent – easy to find and very pleasant vicinity, good facilities. Refreshments – very good. Food – poor – satisfactory – very heavily bread orientated, good fruit sticks option.
19.	Members should have been asked prior to arriving if they wanted material in English or Welsh as of this document is waste! 1B – too rushed – needed 2 hour slot. 2C – Single Purpose Authorities was poor - Registration on interest was good.
20.	Venue could have been warmer and it would have been nice to have had some form of soft drink save for water. Otherwise – Excellent!
21.	As a new member of the Standards Committee I have found the conference to be extremely helpful.
22.	Da lawn. <i>Very good.</i>
23.	Excellent conference pack, well organised and relevant. 2C – This took the form of a presentation with questions rather than a workshop.
24.	It is encouraging to see the degree to which all participants engaged with the issues, are willing to share and learn from good practice.
25.	A useful and informative day. Thank you.
26.	The need for mandatory training per town and community councils on the code is foremost. We have to sign to state we have read this when elected but not all understand. Well Done.
27.	Prior commitment prevented attendance to morning session.
28.	Excellent venue and welcome from staff-organisers. I feel that once again Community Councils were disregarded in view of what they do and achieve re training in Standards.
29.	Excellent – particularly hearings and sanctions.
30.	Excellent conference. Acoustic conditions in workshops not good. Microphones needed. Food excellent.
31.	The workshop in interests wasn't really a workshop with participations.
32.	Conference materials overblown. Shiny paper not good. Papers very difficult to find ones way around. Liked idea of allocating people to tables for workshop sessions.
33.	Really good conference, well done to everyone involved in organising the day.
34.	At my first Standards Conference I found it very interesting and enjoyed hearing from others. The setting of the venue was much enjoyed! It was good to be able to chat to those with so much more experience.
35.	Really useful – lots to think about. Look forward to receiving conference notes.

36.	No further comments required. An informative and enjoyable conference.
37.	Wedi mwynhau'r profiad ac wedi dysgu llawer. Cynhadledd wedi ei threfnu yn dda. Diolch am gael bod yna. <i>Enjoyed the experience and have learnt a lot. Conference was well organised. Pleased that I attended.</i>
38.	A very good day.
39.	Very enjoyable and good to meet other members. More time for Workshops would be good.
40.	I spent the first few minutes of each session trying to find the slides in the conference pack. Rather confusing – please could it be improved, at least with page numbering.
41.	Gormod o ddeunydd yn sleidiau Gweithdy B. Fformat Gweithdy A yn llawer gwell a mwy rhyngweithiol. <i>Too much material in the slides for Workshop B. The format of Workshop A was a lot better and more interactive.</i>
42.	Llongyfarchiadau am y trefniadau ac ar lwyddiant yr achlysur. <i>Congratulations on the organisation and the success of the event.</i>
43.	The standard of arrangements was well above expectation!!
44.	Very well organised and relevant conference.
45.	Really useful, especially the opportunity to discuss with members of other Standards Committees. Raised a lot of new and interesting issues concerning the role of Standards Committees.
46.	Facilities – Main conference room was dark, black walls (!). Poor lighting. The room was very cold. Doors were left open and I asked several times if door could be closed. The women present sat in their coats. Thoroughly enjoyed and learned a great deal from Workshop Session 1A. Content was thin and I felt a wasted opportunity. Pack not numbered, difficult to follow. I do not eat dairy products not asked dietary requirements before attending.
47.	Diwrnod buddiol – yn bennaf i glywed beth sydd yn mynd ymlaen mewn Awdurdodau eraill. <i>Profitable day – mainly to hear what is going on within other Authorities.</i>
48.	Buddiol iawn. <i>Very profitable.</i>

**STANDARDS CONFERENCE 2013**  
**VENUE CYMRU, LLANDUDNO**  
**19 APRIL, 2013**

**FEEDBACK FROM THE WORKSHOP SESSIONS ON PROMOTING  
STANDARDS PROACTIVELY**

**INTRODUCTION**

During the Conference, two workshop sessions were held on promoting standards proactively. The facilitators were Dilys Phillips, Monitoring Officer, Gwynedd Council and Stephen Phipps, Head of Ethics and Regulation Team, Department of Local Government, Welsh Government.

It was noted that the statutory duties of Standards Committees were to promote and maintain high standards of conduct; assist elected members with matters relating to the Code of Conduct; monitor the implementation of the Code within the authority and advise and train elected members on matters relating to conduct. Attendees were asked to participate in group work on how the Standards Committees could be proactive in achieving these roles. Here are the ideas submitted:-

**ACTIVITIES TO RAISE PROFILE**

1. Meetings

Hold regular meetings with relevant stakeholders to promote the work of the Standards Committee and/or hold discussions on standards matters.

Stakeholders could include:

- Political Group Leaders within the authority;
- Chief Executive;
- Members of the Corporate Management Team;
- Heads of Department;
- Chair and Vice-Chair of the Council;
- Chair of the Democratic Services Committee;
- Community Council Clerks.

2. Visits

Hold visits with relevant bodies or meetings such as:

- Community Councils;
- Council Committees;
- Full Authority.

Invite the Standards Committee or some of the Standards Committee members to events such as the annual meetings of community councils or induction days for new members.

### 3. Publicity

Hold publicity campaigns regarding the work of the Standards Committee such as:

- The annual report to the Council;
- Releasing press statements from time to time;
- Including an article in the Council's newspapers;
- Producing periodical newsletters;
- Sending an update to each Council member;
- Inviting the press to the Committee meetings.

## ACTIVITIES RELATING TO TRAINING

### 4. Training Content

Draw up member training policies in order to ensure standard content. Such policies could relate to the following:

- Obtaining the Council's approval to make training on the Code of Conduct compulsory;
- Presenting training on subjects of concern within the authority, e.g. the use of social media or conduct at public meetings;
- Joint producing training on a regional basis;
- Using the material of the Welsh Local Government Association or Unllais Cymru as a basis to the training.

### 5. Presenting

Use various methods of presenting training including some of the following:

- Members of the Standards Committee to attend training events to contribute to the presentations;
- Presenting web-based training;
- Members of the Standards Committee to hold visits with community councils;
- Using easy to understand materials such as a concise version of the "quick reference" Code, etc.

### 6. Monitoring

Hold events to monitor the effect of training by:

- Analysing feedback forms;
- Receiving regular reports to the committee on conduct matters.

## ACTIVITIES TO PROMOTE GOOD CONDUCT

### 7. Conflict Resolution

Act locally to resolve conflict relating to conduct by:

- Producing a Local Protocol (two models are used in Wales, one including the Standards Committee and the other including political group leaders);
- Acting as an arbitrator between members;
- Standards surgeries.

### 8. Observing

Inviting elected members to observe Standards Committee meetings.

## MONITORING ACTIVITIES

### 9. Complaints

Monitor complaints or allegations against members and produce regular reports to the committee.

### 10. Attendance

Monitor the attendance of members at various meetings and produce regular reports:

- Attendance at training events;
- Attendance at committee meetings;
- Attendance at external body meetings.

### 11. Registers

Monitor the registering that members undertake on the following:

- Gifts and hospitality register;
- Interests register (and decide whether or not they should be published).

## REVIEWING ACTIVITIES

### 12. Procedures of the Standards Committee

Review or draw up various protocols or procedures relating to the way in which the committee itself acts, such as:

- Conflict resolution protocol;
- Procedure for hearings before the committee;
- Requests for dispensations;
- Self-assessment of the committee's work.

### 13. The Authority's Policies

Review the authority's policies relating to the standards field, including the following:

- Gifts and hospitality policy;
- Social websites policy;
- Web-casting policy;
- Video conferencing policy;
- Use of information technology policy;
- Member correspondence policy;
- Whistleblowing policy;
- Press use policy;
- Local commitment to the standard of conduct.

## **COMMITTEE DEVELOPMENT ACTIVITIES**

### 14. Appraisals

Undertake an appraisal or evaluation of the work and training needs of individual members of the committee.

### 15. Regional Activity

Establish or participate in various events to share good practice, such as:

- Standards Committee Regional Forum;
- Standards Conferences;
- Joint training events with other standards committees.

### 16. Reports

Consider and learn from published reports, such as:

- The Ombudsman's annual reports;
- The Ombudsman's casebook;
- Reports or decisions by other Standards Committees.