

Complete Agenda

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| Meeting | DWYFOR AREA COMMITTEE |
| Date and Time | 5.15 pm Monday, 12th December, 2016 |
| Location | Meeting Room, Frondeg, Pwllheli, LL53 5RE. |
| Contact Point | Bethan Adams 01286 679020 BethanAdams@gwynedd.llyw.cymru |

Agenda

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| 1. | APOLOGIES | |
| 2. | PRESENTATION ON THE WORK OF GALW GWYNEDD, COMMUNICATIONS CENTRE AT PENRHYNDEUDRAETH To receive a presentation by Joanne Parry (Siop Gwynedd, Galw Gwynedd and Registration Service Manager). | |
| 3. | ARRANGEMENTS FOR LOCAL GOVERNMENT ELECTIONS - MAY 2017 To discuss the arrangements for the 2017 Local Government Elections. | 3 - 4 |

Members are reminded of their responsibility to make their own decision with regard to the requirement to declare an interest and to leave the meeting.

Distributed 7/12/16

****Members who were unable to attend the two recent 'Review of Scrutiny Arrangements' workshops are invited to stay behind at the end of the meeting for an informal session in order to collate their views and observations on the possible options under consideration.****

(Copy of the models distributed at the workshops included separately for members only).

MEMBERS

COUNCILLORS

Stephen W. Churchman
Anwen J. Davies
Aled Ll. Evans
Gweno Glyn
Simon Glyn
E. Selwyn Griffiths
Alwyn Gruffydd
John Brynmor Hughes
Sian Wyn Hughes
Jason Humphreys
Aled Wyn Jones
Michael Sol Owen
Peter Read
W. Gareth Roberts
Angela Russell
Hefin Underwood
Eirwyn Williams
Gruffydd Williams
Owain Williams
R. H. Wyn Williams

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| MEETING | Dwyfor Area Committee |
| DATE | 12 December 2016 |
| TITLE | Arrangements for Local Government Elections, 2017 |
| PURPOSE | To raise the awareness of Council Members of the arrangements being developed for the Local Government Elections, May 2017. Discuss the Sessions to Prepare Candidates and how to raise awareness |
| AUTHOR | Councillor Dyfrig Siencyn |
| CONTACT OFFICER | Vera Jones, Democratic Services Manager |

1. BACKGROUND

- 1.1 As members are aware, the Local Government elections will take place on 4th of May 2017. The Democratic Services Committee has been preparing and planning in order to ensure that Council arrangements are in place for members who are elected in May 2017.
- 1.2 Three work streams have been identified, namely 'preparing candidates', 'Welcome days and the training programme', and 'Technology Considerations'.

2. Sessions to Prepare Candidates

- 2.1 The purpose of the preparatory sessions is to give prospective candidates an opportunity to meet officers and Council members and to get more information regarding what is expected of them and an opportunity for an informal talk. The sessions have been organised in response to observations from several Members who were not clear regarding what to expect following an election win.
- 2.2 A session has been organised in each of the three areas as follows:

| DATE | LOCATION | TIME |
|--------------------|---------------------------------|---------|
| 17th January, 2017 | Frondeg, Pwllheli | 6 - 8pm |
| 18th January 2017 | Cae Penarlâg, Dolgellau | 6 - 8pm |
| 19th January 2017 | Siambr Dafydd Orwig, Caernarfon | 6 - 8pm |

- 2.3 A copy of the arrangements for the sessions can be seen in **Appendix A**.
- 2.4 Members will be aware that arrangements have already been made to raise awareness of the sessions via the Council's website and on our Twitter and Facebook accounts and by contacting Community Councils and via the political groups.
- 2.5 We are aware that there are a number of other forums in each area who should be contacted in order to raise awareness. It is requested that Members of the Area Forum identify these additional forums in order to raise awareness of as many people as possible.

Appendix A - Awareness Raising Sessions Work Programme

PREPARING CANDIDATES FOR THE MAY 2017 ELECTION

BACKGROUND

1. Following Personal Development Interviews with individual members and discussions at the Democratic Services Committee in 2014/15, the need to better prepare people to become county councillors was identified - targeting potential candidates prior to the submission of nominations, so that they understand what faces them if successful.

THE PROPOSAL

2. To aim for the County Council elections on 4 May 2017, bearing in mind that the Notice of Election would be published 6 weeks beforehand, around 23 March.
3. It is intended to hold a series of sessions for people who are considering standing as candidates around January 2017.
4. It is intended to publicise these sessions as widely as possible, using social media, party links and the community council's mailing lists to try to attract as much interest as possible in the meetings
5. It is proposed to hold 3 evening meetings: one in Arfon, one in Dwyfor and one in Meirionnydd, with specific information packs to be shared and distributed at the meetings.

ORDER OF THE MEETINGS

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| Welcome | A brief introduction, possibly by the Chair of the Area Forum |
| Being a Councillor | Presentation by Arwel Jones on:- <ul style="list-style-type: none">• The Responsibilities of the County Council (as opposed to community councils)• The role of the Local Member and the institutional role within the Council (time requirements)• Expectations regarding technology, etc. |
| New Member's Experience | A 10 minute talk from a new member (different in the three areas) about his/her experiences in 2012 |
| Structure of the Council | An explanation from Arwel Jones of the political arrangements (Cabinet / Scrutiny / Committee Arrangements) |
| Members' Conduct | A presentation from Iwan Evans / Sion Huwson the Gwynedd Standard and the Code of Conduct |
| Salary and Expenses | An explanation from Arwel Jones on the Arrangements for Salaries and Expenses |
| The Electoral Process and the Nomination Procedure | An explanation from Raymond Harvey about the electoral process, key dates and forms to be completed |
| Induction requirements for new members after the election | New members will be required to attend an induction meeting on Tuesday and Wednesday 9 and 10 May, 2017 in Caernarfon. Introduction of the order of the days and their introductory requirements e.g. bank details |

NB Fairly informal, allowing people to ask questions during the presentation