



# CYNGOR GWYNEDD



## Report to Full Council meeting

**Date of Meeting:** 3 July 2025

**Title of Item:** Annual report by the Head of Democracy Services in relation to support for Members.

**Contact Officer:** Ian Jones, Head of Democracy Services

### 1. DECISION

The Full Council is asked to

- Accept the report
- Establish an 8<sup>th</sup> field of core training for Elected Members, being “Violence against Women, Domestic Abuse and Sexual Violence”, in accordance with the recommendation of the Democratic Services Committee

### 2. What is the background and relevant considerations?

#### Part A – Report by the Head of Democracy Services

- 2.1 I am required to report to the full Council annually outlining the support available to Councillors.
- 2.2 In accordance with the requirements of the Local Government (Wales) Act 2011, the Democracy Services Committee is responsible for specific matters (under Section 11), as follows:
- Fulfilling the role of the local authority to appoint a Head of Democracy Services
  - Review the support available in relation to staff, buildings and other resources available to the Head of Democracy Services, to ensure they are adequate for the requirements of the role.
  - Produce a report, at least once a year, to be presented to the Full Council in relation to support for Members.



- 2.3 This year's annual report is concise and focuses on the developments made during the year rather than outlining all the support available to Members. It also outlines the top priorities for the year ahead.
- 2.4 I wish to express my thanks to the members of the Democratic Services Committee for all their constructive comments during our meetings over the year. A number of teams assist me in providing the best possible support to you. I want to thank everyone for their work, but I want to specifically thank the Democracy and Language Service officers, who are your main day-to-day contacts, the learning and development team, and all other officers who assist in supporting your role.
- 2.5 The Full Council is asked to accept the report.

### Part B – Training for Elected Members

- 2.6 The Democracy Services Committee has paid considerable attention to training for members during the past few years. Following comments regarding a rich programme of training, the principle of identifying areas of 'core training,' 'developmental training,' and 'personal skills' for members was developed several years ago.
- 2.7 You will recall that the purpose of the 'core training' is to ensure you have the minimum necessary knowledge to enable you to perform effectively and appropriately in your role. Every member is required to make every effort to attend the sessions each electoral term, as requirements and regulations can change. 'Developmental training' is obviously more progressive in nature, while 'personal skills' training focuses on your personal development (such as public speaking skills, etc.) and is optional for each Councillor. Regular updates on the developments of training have been presented to the Full Council through the Annual reports from the Head of Democracy Services.
- 2.8 On the recommendation of the Democracy Services Committee, the following seven core training areas were introduced during the 2017-2022 Council term, and it was required that all members complete all fields at the start of the Council term in May 2022.
- Safe Leadership
  - Code of Conduct
  - Information about People
  - Your Responsibility for Equality
  - Corporate Parenting
  - Safeguarding Children and Adults
  - Well-being of Future Generations Act
- 2.9 During the past three years Members of the Democracy Services Committee have paid considerable attention to trying to ensure the completion of the core



training, with the committee also supporting the principle of publishing data on which core training has been completed by each elected member on the Council's website since April 2025.

2.10 Following recent discussions by the Committee, they wish to recommend the establishment of an 8th core training area for Elected Members, namely "Violence Against Women, Domestic Abuse, and Sexual Violence." It is a statutory requirement for the Council to provide the above training, and due to its importance, the committee members agreed that it should be included in the list of core training. It should be noted that the training also refers to violence against men.

2.11 I am very grateful to the Democracy Services Committee for their support in driving forward developments in training over recent years, and I am keen to secure the Full Council's support for establishing the 8th core training area in order to formalize the arrangements further for the future.

2.12 It is requested that the Full Council establish the 8th core training area for Elected Members, namely "Violence Against Women, Domestic Abuse, and Sexual Violence," in accordance with the recommendation of the Democracy Services Committee.

### **3. Any consultations undertaken prior to recommending the decision.**

A draft of the Annual Report was presented to the meeting of the Democratic Services Committee on the 17th June and amended following their comments. The Democracy Services Committee recommended the establishment of the 8th core training area at its meeting on 18th February, 2025.

## **4. THE STATUTORY OFFICERS' OBSERVATIONS**

### **Monitoring Officer:**

I appreciate the close co-operation that exists between the Legal Services and the Democratic Services and welcome this report. I am also pleased to note the recommendation regarding the core training for members. I support the designation of these key courses and the opportunity for the Council to support them. It is a key element in promoting informed, effective, and appropriate governance.

### **Statutory Finance Officer:**

I believe that the report is a fair reflection of the activities in 2024/25. I have no further comments from the perspective of financial propriety.



Mi allwch ddarllen y ddogfen yma yn Gymraeg hefyd. Ewch nôl i'r dudalen we, a chliciwch ar y botwm iaith ar dop y dudalen.