

# Pecyn Dogfen Gyhoeddus



Swyddog Cyswllt:  
Maureen Potter 01352 702322

At: Edward Michael Hughes (Cadeirydd)

Cynghorwyr: Patrick Heesom, Paul Johnson and Arnold Woolley

## **Aelodau Cyfetholedig**

Robert Dewey, Jonathan Duggan-Keen, Phillipa Ann Earlam, Julia Hughes a  
Kenneth Harry Molyneux

2 Ionawr 2018

Annwyl Gynghorydd

Fe'ch gwahoddir i fynychu cyfarfod Pwyllgor Safonau a gynhelir yn 6.30 pm Dydd Llundun, 8fed Ionawr, 2018 yn Ystafell Bwyllgor Clwyd, Neuadd y Sir, Yr Wyddgrug CH7 6NA i ystyried yr eitemau canlynol,

**Sylwch bydd sesiwn gyflwyno i aelodau'r Pwyllgor Safonau i groesawu'r aelod annibynnol newydd yn cael ei chynnal rhwng 6.00pm a 6.30pm.**

## **R H A G L E N**

### **1 YMDDIHEURIADAU**

**Pwrpas:** I dderbyn unrhyw ymddiheuriadau.

### **2 DATGAN CYSYLLTIAD (GAN GYNNWYS DATGANIADAU CHWIPIO)**

**Pwrpas:** I dderbyn unrhyw ddatganiad o gysylltiad a chynghori'r Aelodau yn unol a hynny.

### **3 COFNODION (Tudalennau 3 - 6)**

**Pwrpas:** I gadarnhau, fel cofnod cywir gofnodion y cyfarfod ar 4 Rhagfyr 2017.

### **4 GODDEFEBAU (Tudalennau 7 - 10)**

**Pwrpas:** Derbyn unrhyw geisiadau am oddefebau.

5 **ADOLYGIAD O GODAU A PHROTOCOLAU** (Tudalennau 11 - 14)

Gosod rhaglen i adolygu codau a phrotocolau o fewn y Cyfansoddiad

6 **SESIWN CYNEFINO A HYFFORDDIANT I'R PWYLLGOR SAFONAU**  
(Tudalennau 15 - 18)

**Pwrpas:**


Bod y Pwyllgor yn cynorthwyo â nodi anghenion hyfforddi a datblygu ei aelodau yn unigol ac ar y cyd.

Bod y Pwyllgor yna yn cynorthwyo â llunio rhaglen hyfforddi a datblygu i ddiwallu'r anghenion a nodwyd.

7 **RHAGLEN GWAITH I'R DYFODOL** (Tudalennau 19 - 20)

**Pwrpas:** Er mwyn i'r Pwyllgor ystyried testunau i'w cynnwys ar y Rhaglen Gwaith i'r Dyfodol.

Yn gywir



Robert Robins  
Rheolwr Gwasanaethau Democrataidd

# Eitem ar gyfer y Rhaglen 3

## PWYLLGOR SAFONAU 4 RHAGFYR 2017

Cofnodion o gyfarfod Pwyllgor Safonau Cyngor Sir y Fflint a gynhaliwyd yng Nghyngor Tref Cei Connah ddydd Llun, 4 Rhagfyr 2017.

### **YN BRESENNOL: Edward Hughes (Cadeirydd)**

Y Cynghorwyr:

Patrick Heesom a Paul Johnson

Aelodau Cyfetholedig:

Robert Dewey, Phillipa Earlam a Ken Molyneux

**YMDDIHEURIADAU:** Jonathan Duggan-Keen a'r Cyngorydd Arnold Woolley

### **HEFYD YN BRESENNOL:**

Swyddog Monitro, Dirprwy Swyddog Monitro a Swyddog Gwasanaethau Democrataidd

## **35. DATGANIADAU CYSYLLTIAD (GAN GYNNWYS DATGANIADAU CHWIPIO)**

Ni dderbyniwyd dim.

## **36. COFNODION**

Cyflwynwyd cofnodion y cyfarfod a gynhaliwyd ar 2 Hydref 2017.

### **PENDERFYNWYD:**

Cymeradwyo'r cofnodion fel cofnod cywir a bod y Cadeirydd yn eu llofnodi.

## **37. PENODI AELOD ANNIBYNNOL**

Cyflwynodd y Cadeirydd adroddiad i gytuno ar benodi aelod annibynnol i'r Pwyllgor, yn dilyn y gweithgaredd recriwtio a wnaethpwyd ar y cyd ag Awdurdod Tân ac Achub Gogledd Cymru (a oedd hefyd eisiau llenwi dwy swydd wag).

Rhoddodd ddiweddariad ar ganlyniad y cyfweiliadau a gynhaliwyd ar ôl cyhoeddi'r agenda hon. Cyflwynwyd wyth cais ac o'r wyth hynny, cafodd pump ohonynt eu rhoi ar y rhestr fer am gyfweiliad ac wedi hynny argymhellwyd y dylid penodi Julia Hughes i'r Pwyllgor. Dosbarthwyd disgrifiad cryno o Julia, yn cynnwys gwybodaeth am ei chefnidir a'i phrofiadau, o amgylch y Pwyllgor.

Cyfeiriodd y Swyddog Monitro at gyfansoddiad y cyd-banel ac eglurodd fod cynnwys y Cyngorydd Wolley (yn ei rôl fel Cyngorydd Tref), yn lle Jonathan Duggan-Keen gan nad oedd ar gael, wedi cwrdd â'r gofynion deddfwriaethol. Byddai'r tymor swydd a argymhellir ar gyfer yr aelod newydd yn cyd-fynd â thymor swydd aelod annibynnol arall ac felly'n lleihau costau recriwtio.

Mewn ymateb i'r ymholiadau, darparodd y Prif Swyddog wybodaeth am y broses recriwtio. Penderfynwyd bod y gofyniad statudol ar gyfer hysbysebion ym mhapurau lleol ardal yr Awdurdod yn rhy ddrud, er y byddai'r gost hon wedi'i rhannu gyda'r Awdurdod Tân ac Achub ar yr achlysur hwn. Yn ogystal, y dull hwn oedd y lleiaf llwyddiannus o ran denu ceisiadau, o'i gymharu â hysbysebu ar y cyfryngau cymdeithasol a gwefan y Cyngor. Ni lwyddodd ein hymdrechion i archwilio cyfleoedd hysbysebu ar y cyd â chynghorau eraill i ennyn diddordeb.

Cymeradwywyd penodiad Julia Hughes gan y Pwyllgor ac awgrymwyd y dylid anfon llythyr i ddiolch i Noelle Jones, yr 'unigolyn lleyg' ar y panel.

### **PENDERFYNWYD:**

- (a) Y dylid argymhell y Cyngor i benodi Julia Hughes i'r Pwyllgor Safonau hyd at ddiwedd Mai 2022; ac
- (b) Y dylid diolch i Noelle Jones am ei chyfranogiad.

### **38. FFORWM SAFONAU GOGLEDD CYMRU**

Cyflwynodd Mr Robert Dewey ei adroddiad ar gyfarfod diweddar Fforwm Safonau Gogledd Cymru, y bu ynddo ar ran y Pwyllgor.

Wrth grynhoi pwyntiau allweddol ei adroddiad, awgrymodd y gellid dangos y fideo newydd, i'w gynhyrchu gan Ombwdsmon Gwasanaethau Cyhoeddus Cymru, mewn cyfarfod Pwyllgor Safonau yn y dyfodol. Roedd yn teimlo ei fod yn bwysig i annog mwy o Gynghorau Tref a Chymuned i fanteisio ar gyfleoedd hyfforddi a chyfeiriodd at ddull Pwyllgor Safonau Ynys Môn o ymgysylltu â Chynghorau Tref a Chymuned yn ystod eu cyfarfodydd.

Gan mai tro Sir y Fflint fydd cynnal y cyfarfod Fforwm nesaf ym mis Mai 2018, bydd y Swyddog Monitro yn dechrau ar baratodau ym mis Mawrth / Ebrill i nodi dyddiad ac eitemau ar gyfer yr agenda. O ran presenoldeb mewn cyfarfodydd diweddar, nodwyd mai prif nod y Fforwm oedd cefnogi aelodau annibynnol, er roedd croeso i gynghorwyr fynychu hefyd.

Diolchwyd i Mr Dewey am ei adroddiad a'i adborth.

Darparodd y Swyddog Monitro'r ymatebion canlynol i'r materion a godwyd:

- Sesiynau Hyfforddi Aelodau – fel y cytunwyd yn flaenorol, cofnodwyd presenoldeb ond nid oedd y wybodaeth hon ar gael ar wefan y Cyngor.
- Delio â chwynion yn erbyn Aelodau – roedd proses statudol yn caniatáu ar gyfer gwrandawriad gyda thribiwnlys achos, yn amodol ar fodloni meini prawf penodol. Roedd posibilrwydd i Aelod gael ei wahardd nes gwneud y penderfyniad terfynol, fodd bynnag roedd rhaid ymdrin â hyn yn ofalus, roedd rhaid ystyried ystod eang o ffactorau gan gynnwys rhagdybiaeth dieuogrwydd. Roedd modd i Gynghorau gymryd camau anffurfiol i ddiogelu llywodraethu pan fo cyhuddiad wedi'i wneud yn erbyn Aelod.

Roedd cynlluniau ar waith i Swyddfa Ombwdsman Gwasanaethau Cyhoeddus Cymru gyhoeddi, at ddibenion ymgynghori, rhai meini prawf y byddai'n ystyried er mwyn dangos tryloywder.

### **PENDERFYNWYD:**

Nodi'r adroddiad.

### **39. PENDERFYNIAD TRIBIWNLYS ACHOS**

Cyflwynodd y Swyddog Monitro adroddiad ar benderfyniad y tribiwnlys achos yn ymwneud â'r Cyn Gyngorydd Alison Halford, a gafodd ei gwahardd am 14 mis (er iddi ymddeol yn ystod Etholiadau mis Mai 2017). Adroddwyd y penderfyniadau i'r Pwyllgor i ystyried a oedd unrhyw wers y gellid ei dysgu a'i rhannu ag Aelodau eraill, i'w cynorthwyo â dilyn y Cod Ymddygiad.

Cafwyd crynodeb cryno o ganfyddiadau'r tribiwnlys achos a benderfynodd fod y Cyngorydd Halford wedi torri'r Cod Ymddygiad drwy (i) ddefnyddio iaith anwedus, (ii) defnyddio sianelau anghywir i godi pryderon a (iii) dewis y gynulleidfa anghywir.

Yn ystod trafodaeth, darparodd y Swyddog Monitro fanylion am y cynllun yswiriant indemniad a oedd ar gael i Aelodau a oedd yn dewis ymuno.

Roedd Ms. Phillipa Earlam o'r farn bod gan y Pwyllgor ddyletswydd i wneud sylw ar y penderfyniad wedi i'r cyfnod ar gyfer apelio ddod i ben. Cadarnhawyd gan y Swyddogion bod y cyfnod bellach wedi dod i ben.

Gofynnodd y Cyngorydd Paul Johnson am lefelau presenoldeb y sesiynau cynefino Aelodau a oedd yn cynnwys gwybodaeth am y Cod Ymddygiad. Cyfeiriodd y Swyddog Monitro yn ôl at yr ystadegau a oedd wedi'u hadrodd i'r Pwyllgor yn flaenorol, a oedd yn adlewyrchu presenoldeb uchel o Aelodau newydd y Cyngor. Roedd yr hyfforddiant hefyd ar gael i Aelodau a oedd yn dychwelyd, a oedd efallai wedi mynychu sesiynau yn y gorffennol.

Codwyd pryderon gan Mr Robert Dewey bod rhai Aelodau efallai yn 'disgyn trwy'r rhwyd' o safbwynt hyfforddiant, yn benodol hyfforddiant ar y Cod Ymddygiad. Dywedodd y Swyddog Monitro mai cyfrifoldeb yr unigolyn oedd sicrhau ei fod yn gwybod y diweddaraf o ran yr hyfforddiant oedd ar gael iddo.

Cytunodd y Swyddog Monitro i rannu drafft o'r pwyntiau a godwyd cyn eu dosbarthu i Aelodau.

### **PENDERFYNWYD:**

- (a) Y dylid nodi dyfarniad y tribiwnlys achos; ac
- (b) Y dylai'r Swyddog Monitro baratoi crynodeb drafft o'r pwyntiau a godwyd yn y Pwyllgor i'w rhannu gydag Aelodau.

**40. GODDEFEBAU**

Ni dderbyniwyd dim.

**41. RHAGLEN GWAITH I'R DYFODOL**

Derbyniwyd y Rhaglen Gwaith i'r Dyfodol bresennol.

O ran yr eitemau sydd wedi'u trefnu ar gyfer y cyfarfod nesaf ym mis Ionawr 2018, darparodd y Swyddog Monitro gefndir i gais Un Llais Cymru am wybodaeth yn ymwneud â rôl yr Aelod Cyngor Tref / Cymuned ar y Pwyllgor. Darparwyd ymateb ynghyd â gwahoddiad i fynychu'r cyfarfod a chael trafodaeth bellach os oedd angen.

Gofynnwyd i'r Pwyllgor am awgrymiadau o bynciau hyfforddi ar gyfer y cyfarfod nesaf, gan y bydd yr aelod annibynnol newydd yn bresennol.

Yn dilyn awgrymiad gan Mr. Robert Dewey, cytunwyd y byddai'r canllawiau dedfrydu a gyhoeddwyd gan Banel Dyfarnu Cymru a'r nodweddion lliniaru yn ffurfio rhan o'r sesiwn hyfforddi, ynghyd ag enghreifftiau o achosion o Lyfr Achosion yr Ombwdsman.

**PENDERFYNWYD:**

Nodi'r Rhaglen Gwaith i'r Dyfodol.

**42. AELODAU O'R WASG A'R CYHOEDD YN BRESENNOL**

Roedd un aelod o'r wasg yn bresennol.

(Dechreuodd y cyfarfod am 6pm a daeth i ben am 7pm)

.....  
**Cadeirydd**

**APPLICATION FOR DISPENSATION TO THE  
STANDARDS COMMITTEE  
BY MEMBER OF THE COUNCIL**

<b>Name of Councillor</b>	Christine Jones
<b>Address</b>	31 Welsh Road Garden City Deeside Flintshire CH5 2HU
<b>Electoral Division</b>	Sealand
<b>Nature of Dispensation sought</b>	To speak only at Planning Committee in respect of the application.
<b>Level of Dispensation sought (i.e. to speak only or to speak and vote)</b>	To speak only
<b>Relevant Paragraph under which Dispensation is requested (see over)</b>	(d) and (f)
<b>Details of the Prejudicial Interest</b>	The matter relates to a planning application for the approval of reserved matters in respect of outline approval for the erection of 6 dwellings and the application site is to the rear of my home.
<b>Details of any Position of responsibility/control held on Council (e.g. Chairman/Vice-Chairman)</b>	Cabinet Member for Social Services Planning Committee Member

<b>Signed:</b> 	<b>Date:</b> 14-12-2017.
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## **Circumstances When A Standards Committee May Grant Dispensation**

The Standards Committee (Grant of Dispensations) (Wales) Regulations 2001 specifies that the Council's Standards Committee may grant dispensations under Section 81(4) of the Local Government Act 2000 where:

- (a) no fewer than half of the Members of the Council or of a Committee of the Council (as the case may be) by which the business is to be considered has an interest which related to that business;
- (b) no fewer than half of the Members of the Executive of the Council (i.e. Leader and Cabinet) by which the business is to be considered has an interest which relates to that business and either paragraph (d) or (e) also applies;
- (c) Members' inability to participate would upset the political balance of the Council, or any of its committees by which the business is to be considered, to such an extent that the outcome would be likely to be affected;
- (d) the nature of the Member's interest is such that the Member's participation in the business to which the interest relates would not damage public confidence in the conduct of the Council's business;
- (e) the interest is common to the Member and a significant proportion of the general public;
- (f) the participation of the Member in the business to which the interest relates is justified by the Member's particular role or expertise;
- (g) the registerable interest relates to business, which is to be considered by an Overview and Scrutiny Committee of the Council, and the Member's interest is not a pecuniary/financial interest;
- (h) the business relates to the finances of property of a voluntary organisation of whose management committee or board the Member is a member otherwise than as a representative of the Council and the Member has no other interest in that business, provided that any dispensation shall not extend to participation in any vote with respect to that business; or
- (i) it appears to the Standard Committee to be in the interest of the inhabitants of the area of the Council that the disability should be removed, provided that written notification of the grant of the dispensation is given to the National Assembly for Wales within 7 days. Such a notification should specify the Member to whom the dispensation would apply and the Standards Committee's reasons why the disability should be removed.



# Planning Application Details for 057808

[Application Details](#)[Map](#)[Associated Documents](#)[Committee Minutes](#)

Make a comment on the application  
(/FCC\_Planning/Webcomm/Create?apn=057808)

## Details

**Reference Number**

057808

**Status**

Consultation Period

[Consultation Period: The period in which the local Planning Authority seeks comments from various organizations / statutory bodies and the public.]

**Description of proposal**

Application for approval of reserved matters appearance, layout, scale, landscaping and access for the erection of 6 dwellings following outline approval. (052887)

**Application Type**

Planning-Reserved Matters

**Comment By**

02/01/2018

**Location Address 1**

(Former garage site) Land rear of

**Location Address 2**

31 Welsh Road

**Location Address 3**

Garden City

**Location Address 4**

Deeside

**Location Post Code**

CH5 2HU

**Community / Town Council**

Sealand Community Council

**Ward**

Sealand

**Northing Map Coordinate**

369077

**Easting Map Coordinate**

332752

**Applicant Address 1**

2 Priory Close

**Applicant Address 2**

Hawarden

Tudalen 9

**Applicant Address 3**

Deeside

**Applicant Address 4**

Flintshire

**Applicant Post Code**

CH5 3GZ

**Agent Address 1**

13 Leaches Lane

**Agent Address 2**

Mancot

**Agent Address 3**

Deeside

**Agent Address 5**

CH5 2EH

**Case Officers Name**

Emma Hancock

**Case Officers Telephone**

01352 703254

**Date Valid**

05/12/2017

**Decision Target Date**

30/01/2018 00:00:00

[New Search \(/FCC\\_Planning/?clr=1\)](/FCC_Planning/?clr=1)

**A to Z Services**

- A ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=A](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=A))
- B ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=B](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=B))
- C ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=C](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=C))
- D ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=D](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=D))
- E ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=E](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=E))
- F ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=F](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=F))
- G ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=G](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=G))
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- I ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=I](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=I))
- J ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=J](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=J))
- K ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=K](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=K))
- L ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=L](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=L))
- M ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=M](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=M))
- N ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=N](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=N))
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- P ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=P](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=P))
- Q ([http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing\\_AtoZLetter=Q](http://www.flintshire.gov.uk/en/Resident/A-to-Z.aspx?AZListing_AtoZLetter=Q))

# Eitem ar gyfer y Rhaglen 5



## STANDARDS COMMITTEE

<b>Date of Meeting</b>	Monday 8 <sup>th</sup> January 2018
<b>Report Subject</b>	Review of Codes and Protocols
<b>Report Author</b>	Chief Officer Governance

### EXECUTIVE SUMMARY

The constitution contains a number of codes and protocols that

- give more detailed guidance on how to apply the Code of Conduct in specific situations;
- create processes for handling issues in an ethical manner

It is good practice to periodically review the codes and protocols to ensure that they are up to date and remain pertinent. All the codes and protocols were reviewed during the last Council term and so it is appropriate that they are reviewed again for this Council term.

### RECOMMENDATIONS

- |    |   |
|----|---|
| 1. | That the timetable for reviewing codes and protocols are adopted. |
|----|---|

### REPORT DETAILS

<b>1.00</b>	<b>EXPLAINING THE REVIEW PROCESS</b>
1.01	<p>The Constitution contains the following codes and protocols :-</p> <ul style="list-style-type: none"><li>• Members' Code of Conduct</li><li>• Protocol on the production of Councillor newsletters</li><li>• Officers' Code of Conduct</li><li>• Protocol for Members in their</li><li>• Planning Code of Practice*</li><li>• Confidential reporting procedure (2 parts)</li><li>• Protocol on Member/officer relations</li></ul>

	<p>dealings with contractors/developers</p> <p>* Note Planning Code of Practice falls within the remit of the Planning Strategy Group and results of review would be reported to it.</p>																
1.02	These codes and protocols have all been introduced at different times and have been subject to periodic review albeit not at regular intervals. It is appropriate that all such codes and protocols shall be reviewed from time to time to ensure that they are both up to date and indeed still required.																
1.03	The Committee has previously agreed to a rolling review and has completed such a review once. It is timely to review the codes and protocols again. Paragraph 1.06 shows the suggested programme of review so that the Standards Committee can be satisfied that all codes and protocols are reviewed as part of a regular cycle.																
1.04	The interval each code and protocol is reviewed should depend on the importance of that document and the frequency with which it is likely to or might need to be changed. So for example, the Code of Conduct for Members is a very important document and should be checked annually even though the national model code on which it is based is not likely to have changed that frequently. Other than that I would recommend that the committee aim to have all codes and protocols reviewed once within a 3 year cycle which would match the same cycle that has been adopted for other provisions within the Constitution.																
1.05	Clearly, should there be a need to change any code or protocol outside of the cycle then that can be done and then the cycle can be amended accordingly.																
1.06	<p>I have recommended a timetable for reviewing the codes and protocols below :-</p> <table border="1"> <thead> <tr> <th>Year</th> <th>January</th> <th>June</th> <th>December</th> </tr> </thead> <tbody> <tr> <td>2018</td> <td></td> <td>Members' Code of Conduct</td> <td>Planning Code of Practice *</td> </tr> <tr> <td>2019</td> <td>Officers' Code of Conduct</td> <td>Members' Code of Conduct</td> <td>Protocol on Member/Officer relations</td> </tr> <tr> <td>2020</td> <td>Confidential Reporting Procedure</td> <td>Protocol for Members in their dealings with contractors/developers. Members' Code of Conduct.</td> <td>Protocol on the production of Councillor newsletters</td> </tr> </tbody> </table>	Year	January	June	December	2018		Members' Code of Conduct	Planning Code of Practice *	2019	Officers' Code of Conduct	Members' Code of Conduct	Protocol on Member/Officer relations	2020	Confidential Reporting Procedure	Protocol for Members in their dealings with contractors/developers. Members' Code of Conduct.	Protocol on the production of Councillor newsletters
Year	January	June	December														
2018		Members' Code of Conduct	Planning Code of Practice *														
2019	Officers' Code of Conduct	Members' Code of Conduct	Protocol on Member/Officer relations														
2020	Confidential Reporting Procedure	Protocol for Members in their dealings with contractors/developers. Members' Code of Conduct.	Protocol on the production of Councillor newsletters														

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	The rolling review of the codes and protocols can be supported within existing resources.

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<b>3.00</b>	<b>CONSULTATION REQUIRED AND UNDERTAKEN</b>
3.01	None as a result of this report.

<b>4.00</b>	<b>RISK IMPLICATIONS</b>
4.01	The rolling review will ensure that the ethical rules of the Council remain up to date and pertinent.

<b>5.00</b>	<b>APPENDICES</b>
5.01	None

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	None  <b>Contact Officer:</b> Gareth Owens, Chief Officer Governance <b>Telephone:</b> 01352 702344 <b>E-mail:</b> <a href="mailto:gareth.legal@flintshire.gov.uk">gareth.legal@flintshire.gov.uk</a>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>

Mae'r dudalen hon yn wag yn bwrpasol

# Eitem ar gyfer y Rhaglen 6



## STANDARDS COMMITTEE

<b>Date of Meeting</b>	Monday, 8 January 2018
<b>Report Subject</b>	Induction and training for the Standards Committee
<b>Report Author</b>	Gareth Owens

### EXECUTIVE SUMMARY

The Committee has a number of councillor members who joined this municipal year, and with the recent recruitment of a new independent member it is timely to consider what training and development the committee requires in order to fulfil its role.

The remit of the committee is laid down by the Constitution and to fulfil that role committee members will need to understand a range of topics. The aim of this report is to explore with committee members what skills and knowledge they need to tackle their role with confidence. All members will have differing levels of knowledge and skill and so some training needs will be collective whilst others will be personal.

### RECOMMENDATIONS

1	That the committee helps to identify the individual and collective training and development needs of its members.
2	That the committee then helps to design a programme for the delivery of training and development to meet the identified needs.

## REPORT DETAILS

1.00	EXPLORING THE COMMITTEE'S DEVELOPMENT NEEDS
1.01	<p>The terms of reference of the Standards Committee are laid down in the Constitution as follows:</p> <p><b>“8.7 Role and Function</b> The Standards Committee will have the following roles and functions:</p> <p>8.7.1 promoting and maintaining high standards of conduct by Councillors and co-opted Members and church and parent governor representatives;</p> <p>8.7.2 assisting the Councillors and co-opted Members and church and parent governor representatives to observe the Members’ Code of Conduct;</p> <p>8.7.3 advising the Council on the adoption or revision of the Members’ Code of Conduct;</p> <p>8.7.4 monitoring the operation of the Members’ Code of Conduct;</p> <p>8.7.5 advising, training or arranging to train Councillors and co-opted Members and church and parent governor representatives on matters relating to the Members’ Code of Conduct;</p> <p>8.7.6 granting dispensations to Councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members’ Code of Conduct;</p> <p>8.7.7 determining requests for representation in proceedings under the Council’s Indemnity Scheme for Members and officers;</p> <p>8.7.8 Dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter referred to that officer by the Public Services Ombudsman for Wales.</p> <p>8.7.9 The exercise of 8.7.1 to 8.7.8 above in relation to the Community Councils wholly or mainly in its area and the members of those community councils. “</p>
1.02	<p>From those terms of reference it is clear that members of the Committee need, amongst other things, the following skills and knowledge:</p> <ul style="list-style-type: none"> <li>• An understanding of the code (including “the Nolan Principles”) and ombudsman’s guidance</li> <li>• Knowledge of how the processes in the ethical regime work</li> <li>• An understanding of the legislation permitting the grant of dispensation and the principles to be applied</li> <li>• An understanding of the indemnity scheme for members</li> <li>• A knowledge of the rules of natural justice and evidenced based decision making plus how to apply them in the context of a standards hearing</li> <li>• In addition, when considering requests for dispensation, the Committee will need to understand the processes or transactions within which the applicants are seeking permission to participate e.g. the planning process, the Community Asset Transfer programme etc.</li> </ul>



1.03	<p>Members of the committee may identify further skills and knowledge that they will require. Committee members are asked to consider the above list and use their experience to date to help identify a comprehensive list of matters.</p> <p>Members will have vary degrees of experience in the matters identified and therefore it will be necessary to agree which items should be the subject of collective training of the whole committee and which will be for individual members.</p>
1.04	<p>Members will be aware that the council provides short training sessions (30 minutes) prior to committee meetings. These are suitable for small topics that simply require knowledge transfer. Larger topics can be split across several sessions but some topics may need a longer training event (e.g. a whole afternoon). Equally there is limited opportunity for skill practice in a 30 minute session and so again longer events may be required.</p>

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	<p>The 30 minute training slots can be supported within existing officer resource. Depending upon the nature of desired training it may be necessary to employ external resource. There is a small budget that can be used for this and it may be possible to share costs with neighbouring authorities.</p>

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	None.

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	<p>Committee members have a range of experience. Whilst newer members are gaining in confidence they can rely on the more experienced members and officer support in order to build their skills and knowledge.</p>

<b>5.00</b>	<b>APPENDICES</b>
5.01	None

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	<p>None</p> <p><b>Contact Officer:</b> Gareth Owens, Chief Officer Governance</p>

<b>Telephone:</b> 01352 702344 <b>E-mail:</b> gareth.legal@flintshire.gov.uk
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<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	“The Nolan Principles” – the Committee on Standards In Public Life was established to scrutinise behaviours in both elected and paid public office. Its first Chairman was Lord Nolan and during his tenure the committee produced 7 principles which are expected to underpin the behaviour of those holding public office.

**FLINTSHIRE COUNTY COUNCIL – STANDARDS COMMITTEE – FORWARD WORK PROGRAMME**

<b>Date of Meeting</b>	<b>Topic</b>	<b>Notes/Decision/Action</b>
<b>June 2018</b>	<ul style="list-style-type: none"> <li>• Training</li> <li>• Dispensations</li> <li>• Review of the Members' Code of Conduct</li> </ul>	To review the Members' Code of Conduct as part of the Committee's programme of review of the Council's Constitution
<b>April 2018</b>	<ul style="list-style-type: none"> <li>• Training</li> <li>• Dispensations</li> <li>• Update on Members' Annual Reports</li> </ul>	To consider a template annual report to be circulated to members in May
<b>March 2018</b>	<ul style="list-style-type: none"> <li>• Training</li> <li>• Dispensations</li> <li>• North Wales Standards Forum</li> </ul>	To discuss items for the agenda for the North Wales Standards Forum to be held in May 2018 and hosted by the Council
<b>February 2018</b>	<ul style="list-style-type: none"> <li>• Training</li> <li>• Dispensations</li> </ul>	
<b>January 2018</b>	<ul style="list-style-type: none"> <li>• Training</li> <li>• Dispensations</li> <li>• Review of Constitution</li>   <li>• One Voice Wales (?)</li> </ul>	To set a new programme for the rolling review of the document OVW may wish to discuss the committee's work with town and community councils and the role of their representative
<b>December 2017</b>	<ul style="list-style-type: none"> <li>• Training</li> <li>• Dispensations</li> <li>• NW Standards Forum</li> <li>• Appointment of independent member</li> </ul>	Sentencing guidelines from the Adjudication Panel for Wales and examples from the PSOW's case book to form part of future training session(s)

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	<ul style="list-style-type: none"><li>• Case tribunal decision</li></ul>	Report back from Vice Chair Results of panel interviews Report of decision on former Councillor Halford
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