

Appendix 1

Councils 1, 2 and 3.

- 1) What ethical training (i.e. training on the code and behaviour) needs you have identified within your training plan under s. Local Government and Elections (Wales) Act 2021.

Please find response in question 3 below.

- 2) Whether/how you have fulfilled those training needs – for example do you provide training yourself, buy training from external providers such as OVW or rely only on the training provided by the monitoring officer.

This Council use One Voice Wales for additional training; during the last year Councillors have attended the following courses: Digital User for Community & Town Councils, Diversity, Chairmanship, Code of Conduct, Finance and New Councillor Induction.

- 3) Whether further training or development is needed on the code/acceptable behaviour. For example, is specific training needed on particular parts of the code such as interests.

1) This Council would be pleased to receive additional training in relation to interests, as some Councillors are unsure if a declaration is prejudicial, in particular, if they are representing a local group / committee – that they belong to on a personal basis but are not the Council's representative on that group / committee.

2) Additional / reflective training in speaking during council meetings.

- 4) Your council's appetite to commission any further training/development jointly with other town & community councils as a means of sharing the costs.

This Council have set aside a £2,000 budget for both Councillors and Clerk training courses and would be pleased to share training costs between other councils.

Council 4.

1. What ethical training (i.e. training on the code and behaviour) needs you have identified within your training plan under s. Local Government and Elections (Wales) Act 2021.

All Councillors receive and sign up to the Councillors' Code of Conduct upon appointment, and are sent a further copy at least annually by way of reminder. This document is also available on our website and upon request from the Clerk.

2. Whether/how you have fulfilled those training needs – for example do you provide training yourself, buy training from external providers such as OVW or rely only on the training provided by the monitoring officer.

Councillors attend training provided by FCC's monitoring officer. Newly appointed Councillors also receive a copy of OVW's PowerPoint induction presentation, and all Councillors have access to SLCC's training programme which the Clerk organises upon request.

3. Whether further training or development is needed on the code/acceptable behaviour. For example, is specific training needed on particular parts of the code such as interests.

Not necessarily. The Clerk is scheduled to attend a training session about interests and can advise Councillors accordingly. The Clerk would also seek advice from the Monitoring Officer and/or other professional sources where necessary.

4. Your council's appetite to commission any further training/development jointly with other town & community councils as a means of sharing the costs.

Not necessarily at this stage. However, any future virtual training organised by FCC Monitoring Officer would be most welcomed.

Council 5.

- 1) What ethical training (i.e. training on the code and behaviour) needs you have identified within your training plan under s. Local Government and Elections (Wales) Act 2021.

The Council has completed code of conduct training that was offered by the County Council, shortly after the 2022 Local Government Elections. New and existing members attended the training. No further ethical training has been identified.

- 2) Whether/how you have fulfilled those training needs – for example do you provide training yourself, buy training from external providers such as OVW or rely only on the training provided by the monitoring officer.

The Council has completed training in house provided by the Clerk e.g. member induction, the County Council e.g. code of conduct, and bought in training from external providers such as One Voice Wales and Planning Aid Wales, based on the needs of the Council and individual Councillors.

- 3) Whether further training or development is needed on the code/acceptable behaviour. For example, is specific training needed on particular parts of the code such as interests.

Members would like some further information on specific training i.e. personal

and prejudicial interests, and member to member behaviour, that may be available through the County Council. Training on these areas would improve the management of meetings.

- 4) Your council's appetite to commission any further training/development jointly with other town & community councils as a means of sharing the costs.

Members would support any training offered jointly with other local councils, provided that the costs were shared equally per council, or per attendee.

Council 6.

- 1) What ethical training (i.e. training on the code and behaviour) needs you have identified within your training plan under s. Local Government and Elections (Wales) Act 2021

Code of Conduct, Civility and Respect, Dignity at Work and Bullying and Harassment policies/review and training are in our Training Plan as training needs together with Data Protection. We have also commissioned a Planning workshop by Planning Aid Wales.

- 2) Whether/how you have fulfilled those training needs – for example do you provide training yourself, buy training from external providers such as OVW or rely only on the training provided by the monitoring officer.

I induct my councillors personally and am supposed to hold (my choice) an annual corporate day for re-induction/training needs.

I also encourage all members, new and old, to attend OVW training modules. The dates are sent out monthly to all councillors asking them to attend the sessions.

- 3) Whether further training or development is needed on the code/acceptable behaviour. For example, is specific training needed on particular parts of the code such as interests.

That Member behaviour/respect towards the Clerk as the Proper Officer should be an area for training as in item (3).

As previously emailed, I think Councillor "behaviour towards the Clerk" is paramount; Councillors need to understand that the Clerk is there to carry out the Council work and not work for individual councillors or be accountable to individual councillors. Members also need to fully understand the role of the Clerk which is what I enforce during induction and corporate days training.

- 4) Your council's appetite to commission any further training/development jointly with other town & community councils as a means of sharing the costs.

I asked the Councillors what training they would like to see provided but nil response.

Council 7.

- 1) What ethical training (i.e. training on the code and behaviour) needs you have identified within your training plan under s. Local Government and Elections (Wales) Act 2021

This Council's Training Plan includes code of conduct training as a standard annual training requirement for all members.

- 2) Whether/how you have fulfilled those training needs – for example do you provide training yourself, buy training from external providers such as OVW or rely only on the training provided by the monitoring officer

This Council ensures members undertake the mandated training provided by the monitoring officer and ensure members also have access to additional OVW code of conduct training. Attendance at the OVW code of conduct training is not mandated. Feedback from previous attendees is that the training provided by OVW is similar in content to that provided by the monitoring officer. This Council also ensures code of conduct related guidance, such as the recent OVW Code of Conduct Practice Note, is shared with members and included for review at Council meetings as appropriate.

- 3) Whether further training or development is needed on the code/acceptable behaviour. For example, is specific training needed on particular parts of the code such as interests.

All aspects of training on the code are very useful and interests is an area which can require specific guidance. Also, a focus and reminder of the general obligations under the Code of Conduct would be appreciated and notably in relation to those obligations to treat others with respect and consideration and not to use bullying or harassing behaviour.

- 4) Your council's appetite to commission any further training/development jointly with other town & community councils as a means of sharing the costs.

I raised this question at the September meeting and members agree we would be interested in undertaking further training or development jointly with other town community councils as a means of sharing costs if such training or development were facilitated by FCC or another provider.

Council 8.

Most of the training provided for Councillors is done through One Voice Wales. Councillors receive a training schedule of courses available from One Voice Wales each month with their agenda for the Town Council meeting. The Clerk's training and qualifications are done through SLCC.

Some Councillors are more willing than others to undertake training even the Code of Conduct training, some Councillors are not interested in attending.

Council 9.

I raised the questions below with Councillors at their meeting. The response was that Council are due to carry out their annual review of their Training Plan in November. Councillors will take the matters raised below into consideration then.

Council 10.

This Council tends to attend training modules covered by One Voice Wales, SLCC and the Monitoring Officer.

This Council is happy to share training needs with other town and community councils as a means of sharing costs.

Council 11.

1. There are Members who sit on other bodies or Village Groups/Committees and then that body may be discussed at a Community Council meeting. A personal interest is declared but when does that become a prejudicial interest? Does it make a difference if they are appointed as a Community Council representative? Even if they are but they have a lot of day to day involvement, does it become prejudicial if the Community Council has been approached for financial support?

2. A member has a close personal relationship with a resident who provides computer support to the Community Council (and another Village Group the Member is involved with) and that member is always suggesting X can sort that. At what point should that Member be considering declaring a personal interest?

3. A Member (this person is no longer a Member) who makes no personal declarations about the private self employed business of their partner but subsequently that person has done work for the Community Council on a project in the village, albeit the work value is below the level to seek quotations.
