

## Democratic Services Committee

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Meeting Venue  
**Committee Room A - County Hall,  
Llandrindod Wells, Powys**

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Meeting date  
**Wednesday, 18 March 2020**

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Meeting time  
**2.00 pm**

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For further information please contact  
**Carol Johnson**  
01597 826206  
carol.johnson@powys.gov.uk



County Hall  
Llandrindod Wells  
Powys  
LD1 5LG

12 March 2020

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Mae croeso i chi siarad yn Gymraeg neu yn Saesneg yn y cyfarfod.  
Rhowch wybod pa iaith rydych am ei defnyddio erbyn hanner dydd, ddau ddiwrnod  
gwaith cyn y cyfarfod.  
You are welcome to speak Welsh or English in the meeting.  
Please inform us of which language you wish to use by noon, two working days  
before the meeting.

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### AGENDA

<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b>
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To receive apologies for absence.

<b>2.</b>	<b>MINUTES OF PREVIOUS MEETING</b>
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To authorise the Chair to sign the minutes of the meeting held on 7 February, 2020  
as a correct record.

(To Follow)

<b>3.</b>	<b>DECLARATIONS OF INTEREST</b>
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To receive and consider declarations of interests from Members relating to items to  
be considered on the agenda.

<b>4.</b>	<b>DRAFT MEMBER DEVELOPMENT STRATEGY AND MEMBER DEVELOPMENT PROGRAMME 2020</b>
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To consider the revised draft strategy and Member Development Programme for  
2020.

(To Follow)

<b>5.</b>	<b>REVIEW OF "FORMAL QUESTIONS AT ANY TIME" TRIAL</b>
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To consider the review and make a recommendation to Council.  
(Pages 3 - 10)

<b>6.</b>	<b>MEMBER CHAMPIONS REVIEW</b>
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To consider the review and further work.  
(Pages 11 - 32)

<b>7.</b>	<b>CIVILITY IN PUBLIC LIFE PAN-UK PROGRAMME - DRAFT PROGRAMME</b>
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To note the draft pan-UK programme.  
(Pages 33 - 36)

**CYNGOR SIR POWYS COUNTY COUNCIL.****Democratic Services Committee****REPORT AUTHOR: Head of Democratic Services****SUBJECT:** Review of trial of a "Formal Questions at Any Other Time" process

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**REPORT FOR: Decision**

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**1. Background**

1.1 The Council agreed at the meeting on 10 October 2019 that the Constitution be suspended for initial period of three months to allow a trial of a "Formal questions at any other time" process. The trial would allow questions to be asked, to Heads of Service for operational matters and Portfolio Holders for policy matters.

1.2 In addition, it was agreed:

(ii) That the trial be reviewed by the Democratic Services Committee at the end of that period with delegated power to the Chair of the Democratic Services committee in consultation with the Committee to extend the trial period.

**2 Trail period**

2.1 The trial commenced in November 2019, after a presentation was made to Councillors on 21 October outlining the process. Members can submit questions via the dedicated email addresses. Questions and answers are published on the Council website.

2.2 The tables in Appendix 1 provide details of the number of questions asked to the end of February 2020 and related details.

2.2 The Councillors who have asked questions and the Portfolio Holders and Heads of Service to whom questions were asked have been canvassed for their views. These are detailed in Appendix 2.

2.3 The Chair of the Democratic Services Committee [DSC], has used his delegated power [referred to in 1.2 above] to extend the trial period. This will continue until a report from the DSC is considered by Council on 14 May 2020.

**3 Recommendation**

3.1 The Committee is asked to consider the information relating to the trial and recommend to Full Council either that:

- i. the “Formal Questions at Any Other Time” to Portfolio Holders and Heads of Service be adopted with Questions at Full Council remaining (requiring the amendments to the Constitution set out in Appendix 3); or
- ii. the “Formal Questions at Any Other Time” to Portfolio Holders and Heads of Service be adopted with Questions at Full Council being removed ( requiring the amendments to the Constitution set out in Appendix 4); or
- iii. note the results of the trial and agree not to continue with “Formal Questions at Any Other Time”.

3.2 If the Committee considers that the process should be continued the following will need to be undertaken:

- Promotion of the designated email addresses to members
- When the questions and responses are published on the website, notice of their publication be emailed to members.

3.3 The Committee may also wish to consider whether it wishes to recommend that it reviews the process one year after its adoption.

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<p><b>1. To decide which of the options set out in paragraph 3.1 should be presented to Full Council.</b></p> <p><b>2. In the event that Questions at Any time is to continue, to decide whether or not there should be further review in 12 months time.</b></p>	<p><b>To review the trial of a “Formal Questions at Any Other Time” process</b></p>

Contact Officer:	Wyn Richards, Scrutiny Manager and Head of Democratic Services
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## Trial period - Formal Questions at Any Other Time

Time period	Questions to Portfolio Holders	Questions to Heads of Service
November	8	2
December	6	0
January	5	0
February	6	1
<b>Total</b>	<b>25</b>	<b>3</b>

Number of responses received after 10 days		
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Portfolio Holder	Nov	Dec	Jan	Feb
Leader	0	0	0	0
Finance, Countryside and Transport	1	0	2	0
Education and Property	2	2	0	3
Young People and Culture	1	0	2	0
Adult Social Care and Welsh Language	0	0	0	0
Economic Development, Housing & Regulatory Services	2	1	0	1
Corporate Governance & Engagement	0	1	0	1
Environment	2	2	1	1

Heads of Service	Nov	Dec	Jan	Feb
Housing and Community Development	1			
Highways, Transportation and Recycling	1			
Property, Planning and Public Protection				1

<b>Councillor</b>	<b>Questions to Portfolio Holders</b>	<b>Questions to Heads of Service</b>
Karen Laurie-Parry	2	
Matthew Dorrance	15	
Jackie Charlton	1	1
Katherine Silk	2	
Gareth Ratcliffe	2	
Elwyn Vaughan	3	
Jon Williams		1
David Selby		1
<b>Total</b>	<b>25</b>	<b>3</b>

### **Questions to Council for comparison**

<b>Time period</b>	<b>Number of questions</b>	<b>Number of members</b>
January 2019	14	9
March 2019	8	5
January 2020	9	7
March	3	3

### Views from those who have participated in the trial

#### Councillors

Councillor Gareth Ratcliffe - Only really started using it lately. I found response was slow but when I chased it was answered quickly. I would like to see it kept as it does have a benefit to members and myself found it very good and helpful.

Councillor David Selby - I have used the process once. I am happy that the system was easy to use, and my question was answered in 10 days (just). However, there should be a method that all Councillors are updated if a question has been asked and a link to the question and answer.

The system should be used to highlight issues that all Councillors should be aware of. There are other adequate processes in place to raise issues of ward or individual Councillor concern.

Councillor Kathryn Silk - My experience of using this process is that it has been very simple and straightforward and extremely useful especially when Council meetings happen infrequently. It is therefore a really valuable mechanism for chasing up issues (and being sure that you do get an answer) on behalf of residents. I don't know whether the questions I have submitted have been answered within the 10 day period, and what would be really helpful would be an email to say that the answer is up on the website.

I see from your email that there obviously is a dedicated email address to which we should be submitting these questions. I have used Shane or Wyn and they've both been very efficient!

Councillor Elwyn Vaughan - I found the system easy to use and response was received within 10 days. It makes practical sense to continue with this option.

Councillor Jackie Charlton - I have used the new system on several occasions and it worked well. I don't think it has made much difference in the county council meetings which was one of the objectives.

Councillor Mathew Dorrance - I think the new tool is really useful for members - we don't have to wait for a Council meeting to get a formal question raised, answered and on the record. It's an important part of our democratic process.

There have been issues with the time the response has taken and indeed the quality of response but the benefits outweigh the negatives.

Personally, I hope we keep this facility. It works well and strengthens the role of non executive members.

**Portfolio Holders**

Councillor Heulwen Hulme - I have been more than happy to address other member's questions at any other time. I deal with them promptly and avoids any unnecessary delay to possible 'current' issues at the time.

Councillor Rachel Powell - I believe that the system has been unproblematic and from my perspective I have no concerns.

**Heads of Service**

Adrian Jervis, Head of Highways, Transport & Recycling - The new trial process has not caused any undue issues from my point of view. It does feel like there has been an increase in the number of questions over the period, and because they are raised more spasmodically, the tracking of timely responses does require careful monitoring.



### Questions from Members

4.29A Subject to Rule 4.30, a Councillor may ask on Notice at Full Council:

- 4.29.1 the Chair;
- 4.29.2 a member of the Cabinet;
- 4.29.3 the chair of any committee or sub-committee;
- 4.29.4 nominated Councillors of the Fire and Rescue Authority or the Brecon Beacons National Park Authority or the Police and Crime Panel

a question on any matter in relation to which the Council has powers or duties or which affects the Council other than operational matters which must be addressed as set out in Rule 4.29C

4.29B In addition to questions put under Rule 4.29A above a Councillor may ask the Leader or a Portfolio Holder a written question on any matter in relation to which the Council has powers or duties or which affects the Council other than operational matters which must be addressed as set out in Rule 4.29C at any time which must be responded to within 10 working days. All such questions and responses will be published on the council's website.

4.29C In addition to questions put under Rules 4.29A and 4.29B above a Councillor may ask the relevant Head of Service a written question on any operational matter at any time which must be responded to within 10 working days. All such questions and responses will be published on the council's website.

### Notice of Questions

4.30 A Councillor may ask a question under Rule 4.29 if either:

- 4.30.1 written notice of the question has been delivered to the Monitoring Officer not later than 5.00 p.m. 10 Clear Days before the date of the Council meeting at which it is to be considered; or
- 4.30.2 the question relates to urgent matters, they have the consent of the Chair and the Councillor to whom the question is to be put and the content of the question is given to the Monitoring Officer by 5 p.m. on the day prior to the meeting.

**Questions from Members**

- 4.29.1 A Councillor may ask the Leader or a Portfolio Holder a written question on any matter in relation to which the Council has powers or duties or which affects the Council other than operational matters which must be addressed as set out in Rule 4.29.2 at any time which must be responded to within 10 working days. All such questions and responses will be published on the council's website.
- 4.29.2 In addition to questions put under Rules 4.29.1 above a Councillor may ask the relevant Head of Service a written question on any operational matter at any time which must be responded to within 10 working days. All such questions and responses will be published on the council's website.

**Notice of Urgent Questions**

- 4.30 A Councillor may ask a urgent question if it relates to urgent matters, they have the consent of the Chair and the Councillor to whom the question is to be put and the content of the question is given to the Monitoring Officer by 5 p.m. on the day prior to the meeting.

**CYNGOR SIR POWYS COUNTY COUNCIL**

**Member Development Working Group**

**REPORT AUTHOR: Head of Democratic Services**

**SUBJECT: Member Champions Review**

**REPORT FOR: Discussion**

## **1. Background**

- 1.1 The Democratic Services Committee has agreed that it will review the role of Member Champions. The Council currently has 10 Member Champions. Details are provided in Appendix 1.
- 1.2 The review covers the following:
- role description based on the Welsh Local Government Association [WLGA] role description – Appendix 2
  - how areas/issues are selected as requiring a Member Champion
  - the appointment process – how roles are promoted with Members and how Members are selected
  - length of appointment
  - the support provided to the Member Champion – from Portfolio Holders and officers
  - the Member Champions work internally [with officers and members] and externally [statutory organisations, third sector and other]
  - governance arrangements - reporting process
  - value added by the Member Champion role.

In addition to the above the Member Champions have been asked, via SurveyMonkey, to provide their views and feedback on their appointment and for information on what they have done since their appointment. Five Member Champions have provided their views and these and their feedback is provided in Appendix 3.

- 1.2 The review also sought information from other Councils: their Member Champions, the process for appointment, governance and support etc. The responses from other Councils is detailed in Appendix 4 and this also includes any documents used.

## **2 Review**

- 2.1 The following highlights the main issues raised in response to the review questions:
- Role description based on the Welsh Local Government Association [WLGA] role description – three of the five who responded to the question

did not receive a copy of the role description. This reflects the fact that Democratic Services have not always been advised of appointments. Comments have also been made that the role descriptions need to be improved.

- How areas/issues are selected as requiring a Member Champion – The Leader has advised that the main thing to note about Member Champion roles is that they are led by Welsh Government and not specified by us as Local Authorities. We simply appoint, albeit with a degree of interest and suitability on the part of the member appointed.

The Welsh Local Government Association [WLGA] has been contacted regarding Member Champions and has advised – we think the Welsh Government require only three Champions (or positions):

- by signing up to the Armed Forces Community Covenant each Local Authority will have Elected Member Armed Forces Champions. There are 22 Armed Forces Champions and a network facilitated by the Welsh Government <http://wlga.wales/armed-forces>
- Older People's Champion, which we think was a requirement as part of Welsh Government's Older People's Strategy, which Local Authorities received funding for
- There is a statutory requirement to have a lead member for children's services (though not technically a champion role) statutory duty under the Children Act 2004.

Other than this, authorities can decide which champions they have.

- The appointment process – how roles are promoted with Members and how Members are selected – The Leader has advised that occasionally, it is more suitable to appoint the Cabinet Member responsible for a particular area of service but where it is a wider specification e.g. diversity, older people, disability, it is possible to appoint from the wider membership.

No information has been provided regarding an appointment process.

- Length of appointment – None specified.
- The support provided to the Member Champion – from Portfolio Holders and officers – There seems to be variable support.
- How the Member Champions work internally [with officers and members] and externally [statutory organisations, third sector and other] – from the responses from the current Champions this seems variable.
- Governance arrangements - reporting process – This again is variable but no agreed process to support governance arrangements.

- Value added by the Member Champion role – variable.

2.2 The above information has been shared with the Democratic Services Committee and the following comments have been received, to assist with the discussions:

2.2.1 Member 1

*“The Leader has advised that the main thing to note about Member Champion roles is that they are led by Welsh Government and not specified by us as Local Authorities. We simply appoint, albeit with a degree of interest and suitability on the part of the member appointed.”*

I would respectfully suggest that it is up to the Authority to take a lead on this. The Authority can if it so chooses appoint others. In the chart outlining other Authorities they seem to make decisions as appropriate. It was helpful to see the response from the WLGA.

In the specific roles I was interested to read below.

*WLGA Guidance:-*

*It is therefore important that members and officers work together to agree roles and action for the area being championed and that there are mechanisms for lead members to report on their activities. It is helpful for the authority to draft a protocol which sets out what powers champions have and do not have, such as whether or not they are able to make decisions on behalf of the authority. Similarly, the appointment of champions varies between authorities, and includes appointments being made by Full Council meetings or by the Leader.*

It would appear from the above guidance that the most effective ‘Champion’ roles are those which ensure interaction with both officers and other members including Cabinet Members, where ‘protocols’ exist to support champions and how they are appointed.

From the results of the survey this appears to be mixed at the moment. You can glean from the answers who the Champions are which gives an indication of how or whether the role is effective on a personal level or for the benefit of a wider audience or accountability.

My observations in bullet points some of which are covered in the review document:-

- It is not clear why Member Champions are appointed (10 seems quite a lot and some could be amalgamated eg Diversity, Equality and Disability)
- Lack of guidance is an issue
- Not sure why existing members have been appointed
- Lack of clarity from Leader on appointments

- No clear mechanism for reporting either ad hoc on particular issues or annually to either the Leader or the full council
- Of the 3 Welsh Government recommendations Armed Forces is linked to Covenant and Childrens' Member Champion is Statutory the Older Peoples' Member Champion is advisory (with funding??) but not clear why or what they are for?
- There is an assumption of some professional or other skills outlined for Champions but this isn't clear
- The role should have a clear protocol or outputs which can be assessed annually by the Leader or full council (some authorities appoint annually at AGM which seems sensible as roles could be addressed according to strategic overview or need)
- The role of Champion should not rely on party politics
- The role of Champion should be accountable but also have an independent overview allowing deep scrutiny when required
- Members of the public should know what Member Champions there are, how to contact them and why they have been appointed as the role is clearly about ensuring openness and transparency in delivering services especially for some underrepresented groups.

#### 2.2.2 Member 2

To add to the above, if we are to continue with Member Champions their roles do need to be defined with a role description similar to Denbighshire Council. With regards to feedback, I like the reporting template and external feedback template Merthyr Council has developed.

I question the Anti-Slavery Champion? I would like to see a Carers Champion, carers are undervalued, they offer such an important role and service to elderly in particular along with the dedication and commitment of young carers. This could be a separate Champion in its own right or added to the Champions for Older people and Children. Should we also have a Champion for Mental Health?

Some ideas for discussion...

My thoughts regarding this are that we need to hear a little something from the Member Champions at possibly County Council meetings. It would only need to be a 2 minute update of what they have done over the past few months. (nothing elaborate just a quick update) They need to be held to account of what they are doing otherwise there is no point in having them.

### **3 Issues for discussion**

- 3.1 The Working Group is asked to consider the above. The Working Group may wish to consider the following:

- i. whether in addition to the three Member Champions required by the Welsh Government, the Council should appoint other Member Champions and if so what areas should they cover
- ii. disregarding as to whether other Member Champions should be appointed, that the following should be reviewed to support the Member Champions required by the Welsh Government: the role descriptions etc., appointments process, length of appointment, support and governance arrangements, including reports back to Council.

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<b>To consider the review to date and agree further work to be undertaken.</b>	<b>To review the appointment of Member Champions in the Council.</b>

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**Member Champions appointed by the Leader as at May 2019**

Equalities – Cllr James Evans

Older People – Cllr Kath Roberts-Jones

Dementia – Cllr Elwyn Vaughan

Children's – Cllr Rachel Powell

Welsh Language – Cllr Myfanwy Alexander

Diversity – Cllr Matthew Dorrance

Armed Forces – Cllr Rosemarie Harris

Anti Poverty – Cllr Joy Jones

Disability – Cllr Ange Williams

Anti-Slavery – Cllr Aled Davies [Corporate Safeguarding Group May 2019]



## **Section T Member Champion Purpose and Role**

### **What are Member Champions?**

Member Champions exist to provide a voice for traditionally under-represented groups, or issues which need to be kept at the forefront of Council business although they may not be the responsibility of any individual or committee.

Member Champions (sometimes called lead members) are elected members who in addition to their other Council responsibilities make sure that the issue or group that they are championing are taken into account when Council policy is being developed and decisions are made. Members act as champions in areas such as children, homelessness, equalities, older people, young people, scrutiny, member support and development, health improvement and anti-poverty. There is a statutory role for a lead member of children's and young people's services with a responsibility for over-seeing the arrangements made under Sections 25 and 26 of the 2004 Children Act.

Guidance on undertaking the role with regard to the subject knowledge that members need is sometimes available from the outside bodies associated with the issue being championed for example the toolkit for older peoples' champions from the Welsh Local Government Association [WLGA]. Otherwise they will be reliant on their authority for guidance in the subject they lead on and also their role as lead member in this area.

### **What do they do?**

Typically, the lead member will:

- Make sure that their area of interest is taken into account when developing policy or making decisions
- Ask questions about performance and resourcing for the area
- Raise the profile of the area and make the authority aware of good practice
- Engage with external bodies who work in the area
- Engage with other officers and members in relation to the role
- Engage with community groups with an interest/stake in the area
- Report action to the Council

### **How does their role fit within the corporate structure?**

This will vary according to the area/issue that is being championed and how the authority functions. There is potential for confusion and overlap between the role of the member champion and those of the relevant Cabinet member or overview and scrutiny members. The champion role itself could be undertaken by either the relevant Cabinet member or a non-Cabinet member.

It is therefore important that members and officers work together to agree roles and action for the area being championed and that there are mechanisms for lead members to report on their activities. It is helpful for the authority to draft a protocol which sets out what powers champions have and do not have, such as whether or not they are able to make decisions on behalf of the authority. Similarly, the appointment of champions varies between authorities, and includes appointments being made by Full Council meetings or by the Leader.

## **The Role Description**

It is difficult to create a role description that fits with the different roles expected of champions and how they operate in the different authorities' structures. The following is a generic model which will require local adaptation, particularly to reflect the difference that may exist between a statutory role, one undertaken by a Cabinet member and a non-Cabinet lead.

### **Member Champion Role Description**

#### **1. Accountabilities**

- To Full Council
- To the public

#### **2. Role Purpose and Activities**

##### **Within the Council**

- To promote the interest being championed within the Council's corporate and service priorities
- To promote the needs of the client group represented in the interest to the decision makers within the Council
- To work with, and support Cabinet Portfolio Holders and officers to establish strategies/policies/work plans connected with the interest
- To maintain an awareness of all matters connected with the interest
- To contribute to good practice and the continuous improvement of services and functions related to the interest
- To engage with members in matters related to the interest (including holding to account Cabinet Portfolio Holders) such as attending Scrutiny/Cabinet/Full Council meetings etc.
- Raising awareness of and taking a lead role in the development of all members and officers in relation to the interest

##### **In the Community**

- To raise the profile of the interest in the community
- To engage with citizens and community groups in matters related to the interest
- To lead and support local initiatives related to the interest

#### **3. Values**

- To be committed to the values of the Council and the following values in public office:
  - Openness and transparency
  - Honesty and integrity
  - Tolerance and respect
  - Equality and fairness
  - Appreciation of cultural difference
  - Sustainability
  - Inclusive leadership

## **Member Champion Person Specification**

### **Within the Council**

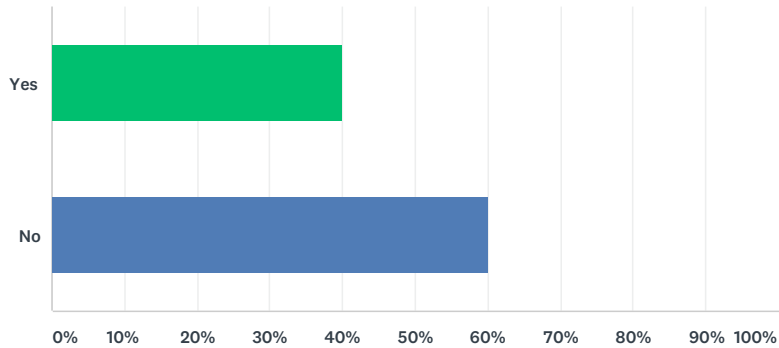
- Understanding of the area of interest being championed in terms of Council strategies and policy, good practice, improvement and national agendas and the needs of the client group
- Ability to engage with a range of members and officers around the area of interest and listening to requirements
- Ability to advocate on behalf of the area of interest within the Council

### **In the Community**

- Understanding of the needs of the community in relation to the interest
- Ability to engage with citizens and community groups in matters related to the interest.
- Ability to lead and support local initiatives related to the interest.
- Ability to represent the position of the Council to the community in relation to the interest.

Q2 When you were appointed as a Member Champion did you receive a copy of the role description? Click this link and see pages 527-529 for role description

Answered: 5 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	40.00% 2
No	60.00% 3
<b>TOTAL</b>	<b>5</b>

#	IF YES WAS THE INFORMATION HELPFUL?	DATE
1	It was but, i would have liked to have had more - i.e. a 'week in the life of a County Councillor'...or an opportunity to speak to someone directly in respect to the role	8/5/2019 6:22 PM
2	no as it has changed as it at tthe time the Welsh gov were involved in wanting feed back on the role	7/16/2019 10:00 AM

Q3 If you've not seen the role description before, please read it and provide comments on the role description. Click this link and see pages 527-529 for role description.

Answered: 2 Skipped: 3

#	RESPONSES	DATE
1	I can't open it to see it	11/19/2019 4:24 PM
2	The lay out is very 'prescriptive', it does not make interesting reading. I would like more of an emphasis on 'professionalism' and 'standards'. Also, a separate section explaining corporate parent and what this means as well as a 'flow chart' of how to make a referral to social services. Again, a visual write up in view to differing roles would provide a more human insight into the roles, rather than an endless list. The 'juggling home/work life' made me smile.	8/5/2019 6:22 PM

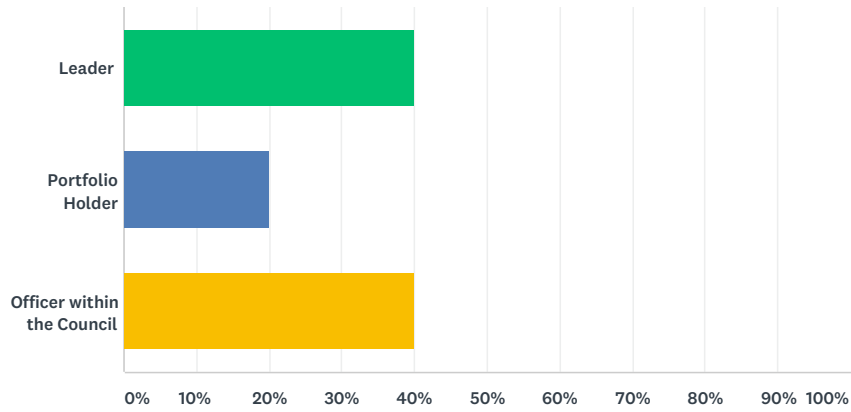
Q4 When you were approached to be a Member Champion what information were you given about the role and what was expected of you

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	Nothing	11/19/2019 4:24 PM
2	I have not been able to access this so not able to answer	8/14/2019 1:19 PM
3	Very little - it was a case of learning on the job and the 'common sense' approach.	8/5/2019 6:22 PM
4	not much really, just that I was to make the role my own, and to work with people with disability in my own way. Also could I from time to time let the cabinet know what I was doing	7/16/2019 4:52 PM
5	To look into poverty and how PCC could help to look at ways of reducing it .. to look at what other authorities in the county have done	7/16/2019 10:00 AM

## Q5 Please indicate from where you have received support as Member Champion

Answered: 5 Skipped: 0



ANSWER CHOICES	RESPONSES
Leader	40.00% 2
Portfolio Holder	20.00% 1
Officer within the Council	40.00% 2
<b>TOTAL</b>	<b>5</b>

#	OTHER (PLEASE SPECIFY)	DATE
1	Varying means - clarification of information, professional guidance and on occasions discussing how to improve areas within the council for members.	8/5/2019 6:22 PM

## Q6 Explain how you have worked with Councillors and officers as Member Champion.

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	I have attended some meetings and shared some information.	11/19/2019 4:24 PM
2	As has been said it has been a difficult year for me.	8/14/2019 1:19 PM
3	Mediating, clarification of information and areas identified that needed to be addressed.	8/5/2019 6:22 PM
4	I don't have anyone to work with really. Shane does help me with sending out messages, and sends me emails about groups I may be interested in.	7/16/2019 4:52 PM
5	I had an officer who was employed to work as with me but was soon taken away. After a long gap I know have a new officer who is too busy in his daily work role to be able to do this extra work. I ask member support to help when I need help. I have reported things back to council and I have been able help some councillors who have asked for help.	7/16/2019 10:00 AM



**Q7 Explain how you have worked with Cabinet Members as Member Champion and how you have been able to influence any Cabinet policies / reports etc.**

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	None	11/19/2019 4:24 PM
2	I have had a difficult year health wise so have not been able to do very much within this role other than ensuring that older people are to the fore in all work I have been involved with	8/14/2019 1:19 PM
3	N/A	8/5/2019 6:22 PM
4	I have sent in reports on what work I have done	7/16/2019 4:52 PM
5	I fought for to ask for fair budget and highlighted the problem with people struggling to pay their council tax. I used to report to cabinet but this is no long asked for	7/16/2019 10:00 AM

## Q8 Explain how you have worked with external organisations as Member Champion.

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	I have met some organisations but to a large extent they do their own things	11/19/2019 4:24 PM
2	As question 7	8/14/2019 1:19 PM
3	N/A - cabinet member, I work with many external organisations, professional, voluntary, general public.	8/5/2019 6:22 PM
4	I have been to, homes, care meetings, accesses groups, Disability Powys and Disability Wales AGM, I went to Aberystwyth university autism forum. collages and schools. on visits and to speak to and work with people wit disabilities. I have really enjoyed what I am doing .	7/16/2019 4:52 PM
5	I have worked to highlight foodbanks and credit unions and many other things in other areas of Powys. I work with Newtown together and have just asked them to put on an idea to swap/sell/donate school uniforms and if it works in Newtown we can maybe ask other areas in Powys to role it out in school holidays	7/16/2019 10:00 AM

## Q9 Explain how you report back to the Leader on the work you have undertaken as Member Champion.

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	There is no reporting back	11/19/2019 4:24 PM
2	I speak to the leaer on a regular basis	8/14/2019 1:19 PM
3	Regular opportunistic updates.	8/5/2019 6:22 PM
4	I speak to her and other relevant cabinet members and I have done a written report to the hole council.	7/16/2019 4:52 PM
5	I tell her when there is something to report but no longer report to cabient	7/16/2019 10:00 AM

## Q10 What value do you consider your Member Champion role brings to the Council?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	None. It is a total waste of time. No power, or influence, no resources, an unclear role.	11/19/2019 4:24 PM
2	I believe it is important to Champion older persons as Powys has a lages number of older people not all of which are able to have their voices heard, therefore it is vital someone voices concerns for them	8/14/2019 1:19 PM
3	Apologies - I don't understand the question here. All joint working together is valuable but, it is often how you undertake it that demonstrates it as its most effective.	8/5/2019 6:22 PM
4	I can put forward the views and needs to all about life in Powys as a disabled person, and find out how we can help with day to day live	7/16/2019 4:52 PM
5	I hope it highlights that we have many people living in poverty in the county and that we need to work and look at different ways or helping to remove it and make public a better standard of life .. as poverty is not just these on benefits it is many hard working people who are hit and we are seeing more children in poverty. Not forgetting the are many forms of poverty such as fuel, medical, period, food, etc	7/16/2019 10:00 AM

## Q11 Use the space below to explain what you have done as Member Champion since your appointment

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	Met some organisations.	11/19/2019 4:24 PM
2	As said in Question 7 I have not been able to do as much as I have been able to.	8/14/2019 1:19 PM
3	There is too much to put in here but, it will be on my annual report. Apologies.	8/5/2019 6:22 PM
4	spoken to lots of people with disability's, I am a member of disability Powys now. I have helped to change the group and make it a more friendly place to belong. I do lots of meetings all over Powys. I have been down to Devon to look at some homes and schools. I have been to school services and collages. I regularly go to access group meetings. I have also done work with Pavo and credi for carers and really enjoy all I do.	7/16/2019 4:52 PM
5	Visited food bank and other organisations in towns across Powys worked with Newtown together and just suggested that we hold an event for a uniform swap which will be don't in connection with the family centre and is some thing that could be rolled out over Powys. High lighted the poverty problems in the county and meet with many residents to help sign post them to get help	7/16/2019 10:00 AM

## Member Champions – other Councils

Council	No. Champions	Appointed by	Role description	Protocols re support etc	Other information
Denbighshire	4	Council AGM - Corporate Governance Committee (the audit committee) considered suggestions and recommend to Council	WLGA		<p>No powers. Services and lead members expected to positively engage with the champions. The champions commit to putting their time towards understanding the issues, being an advocate for them by raising and promoting matters as appropriate.</p> <p>Information provided after this table.</p>
Caerphilly CBC	12	Council AGM – see *	WLGA	None	<p>* Youth Champion, election process, undertaken within schools and youth groups across borough and has a separate role description.</p> <p>Information provided after this table.</p>

<b>Council</b>	<b>No. Champions</b>	<b>Appointed by</b>	<b>Role description</b>	<b>Protocols re support etc</b>	<b>Other information</b>
Merthyr CBC	20	Leader of the Council	WLGA	Yes – details provided	Sometimes unclear on what exactly was required of the Champion. Councillors and officers insisted that a Champion was required, they couldn't always back that up with evidence as to why.  Information provided after this table.
Swansea		Leader's gift to appoint, but must update at the next Council as to who is appointed. Appointments renewed at Annual Meeting.	WLGA	Looking at getting them to provide feedback on an annual basis to Council or preferably to all Councillors on an annual basis via email.	Information provided after this table.
Flintshire	1 – since 2013 Armed Forces Covenant Champion		None		Reviewed about 10 years ago and decided to abolish all other Member champions.
Blaenau Gwent CBC	9	Council	WLGA used as a guide	Considering development of	Periodic reviews to ensure they remain relevant on the

Council	No. Champions	Appointed by	Role description	Protocols re support etc	Other information
				reporting system. Officer support in place	contemporary issues, we have suggested some reduction to the current list  2019-04-11 DSC advised historically the Authority had a significant number of Member Champions and it was agreed that Member Champions be linked to Corporate responsibilities, i.e. Children Champion, Older Person Champion, it was key they were also linked to our statutory responsibilities.



**DRAFT – FOR VIEWS****Summary proposed next steps Civility in Public Life pan-UK programme**

January 2020

**Programme**

This section sets out proposed joint deliverables that the four Associations (LGA, WLGA, COSLA and NILGA) could collaborate on, with indicative timescales.

**Raising the profile of the issue**

<b>Deliverable</b>	<b>Details</b>	<b>Timeframe</b>
Shared statement on intimidation of councillors	A statement or joint letter for all Governments to highlight the pan-UK and cross-party concern about intimidation of councillors and its impact on local democracy.	w/c 23 March 2020 (before England local elections pre-election period begins)
Round table event on intimidation/civility in public life	Attended by representatives from each of the Associations and their corresponding government department or spokesperson. Other invitees could include Crown Prosecution Service, Police, organisations such as the Jo Cox Foundation, etc. Purpose would be to raise the profile and gain support for improved interventions to stop public intimidation of public figures.	End May 2020  Proposed location – Manchester (AGMA have been undertaking a special project to develop protocols to better support councillors and officers experiencing intimidation)
Councillor and senior officer survey across the nations	To understand the nature, severity and impact of intimidation, as well as examples of support and good practice. Provides a baseline for measuring the impact of the work.	4 week availability - to close with the England local elections pre-election period. Out 27 February 2020. LGA has working draft.
Social media campaign #debatenotheate #grasnidcas (Cymraeg)	To raise the profile of the impact that intimidation and abuse of councillors has and to promote alternative methods of engagement with councillors.	To launch at an Association's annual conference. E.g. LGA annual conference beginning July 2020.

**Support and guidance for councils**

It is proposed that the LGA engage the organisation "[Fix the Glitch](#)" to help develop resources for councillors and councils to address intimidation and threats online.

<b>Deliverable</b>	<b>Details</b>	<b>Timeframe</b>
Online intimidation and abuse statement (bilingual) for use on councillor social media and council websites	The development of a model 'rules of engagement' that councillors and councils can place on their website that sets out the expected behaviours from those looking to engage with councillors and the council on social media. It aims to indicate to the public what acceptable online engagement is and to empower councillors and councils to protect themselves online.	Launch w/c 23 March 2020
Review of LGA/WLGA guide on handling intimidation	To ensure it is updated with any new developments and is available for councillors and candidates before the next local elections.	W/c 23 March 2020
Development of detailed resources for councillors and councils on handling online intimidation and abuse; including digital citizenship, online safety and security; rights, etc.	Resources that can be held on the Associations websites and also used as part of training programmes.	Launch at LGA annual conference 30 June 2020
Training pack for associations to use with councillors on personal safety and security	To help councillors mitigate the risk of physical assault, violence, stalking, intimidation, threats and unwanted attention, etc	W/c 18 May 2020 – shortly after England local elections
Guidance for councils on developing an informal 'duty of care' ethos towards councillors	To set out information for councils on how they can support their councillors, with the aim of mitigating concerns over political interference, etc.	July 2020
Training pack for Associations to use with councillors on conduct/debate/civility	The LGA are exploring this to complement the work they are doing on the review of the English code of conduct and there could be transferable resources.  <i>Any LGA resources would need to be adapted to reflect the Welsh Code of Conduct as well as Local Resolution Processes</i>	September 2020
Guidance on dealing with social media-spread misinformation	To support councils in tackling the loss in public trust when statements that	October 2020

	are untrue are widely circulated on social media	
Wales Specific - Guidance/Support for Group Leaders and the proposed new duty to promote standards	Working with WG to develop guidance to support Group Leaders in promoting high standards, including setting expectations, constructive and positive group culture, challenging poor behaviour and providing support where necessary.	April 2021

### Government (s) lobbying

Online harms white paper	This White Paper sets out plans for a new system of accountability and oversight for tech companies. This includes a new regulatory framework for online safety. This will be overseen by an independent regulator. The LGA has responded to consultation highlighting the issue of intimidation of councillors, alongside its position regarding online child sexual exploitation and counter-extremism. This provides an opportunity for lobbying for greater safeguards to protect councillors from online intimidation and abuse.	Determined by UK Government
Cabinet Office 'defending democracy' programme	The Cabinet Office is working on a 'defending democracy' programme, which includes the intimidation and safety of politicians as well as the spread of misinformation. Covers electoral security and protocols.	Determined by UK Government  <i>WLGA to approach Welsh Government and National Assembly about adopting/adapting a similar scheme?</i>
Cost to councils and councillors	There will be a cost implication to councillors and councils in terms of the additional security arrangements needed, time spent dealing with intimidation and harassment, installation of panic alarms, additional security, etc. Also in terms of days lost due to impact	Costs can be asked as part of survey work. Deliverability dependent on results of research and survey.  The Independent Remuneration Panel in Wales has confirmed that costs for members' personal security measures is legitimate expenditure.

	on mental health and mental health overall..	
New or extended criminal offence for intimidating a person in public office?	To be explored and debated further.	

### Summary of key dates

#### *England*

- Thursday 7 May – local elections
- Tuesday 30 June – Thursday 2 July – LGA annual conference

#### *Wales*

- 26<sup>th</sup> June - WLGA AGM
- End of September/End of November – WLGA Annual Conference
- 14<sup>th</sup>-18<sup>th</sup> October – Democracy Week