

Objective	Action Plan	Current Position
<p>Increase understanding of different tiers of government in Wales, the role each plays in society and how they operate.</p>	<p>Dissemination of Welsh Government educational resources to accompany the extension of the franchise to 16 and 17 year olds in Wales</p>	<p><u>Education resources</u> have been developed by the Electoral Commission and have been disseminated to schools.</p>
	<p>Utilising the opportunities for engagement and awareness raising and the educating of a 'role of a Councillor' through Key Stage 3, the welsh bacalaureate and citizenship lessons within schools and linking in with any new curriculum provided.</p>	<p>The education resources designed and developed by the Electoral Commission have been updated and utilised as part of modern citizen lessons in NPT schools at their discretion</p>
	<p>Ongoing review of the effectiveness of the voting awareness raising campaigns elections and to build upon these campaigns ahead of the Local Government Elections 2022, ensuring wider partnerships arrangements are taken forward to allow engagement with wider audiences.</p>	<p>The intention was to focus on the need to encourage new franchise groups to register to vote. However, it is clear that with this type of work there remains no quick fix solutions and relies more on a willingness to maintain steady consistent progress over the longer term.</p>
	<p>Promote Welsh Government's Guidance / materials for 16 and 17 year olds regarding Democracy in Wales. Explore Web-based platforms.</p>	<p><u>Education resources</u> have been developed by the Electoral Commission and promoted to local schools within the NPT area.</p>
	<p>Establishment of a Council website page 'Becoming a Councillor' to inform prospective Councillors on information</p>	<p>Website prepared and utilised as part of the streamlined on-boarding process for the 2022 intake of Members</p>

	that might assist in determining whether to stand.	
	Elections and Education Directorate to explore other potential avenues through school forums / youth councils / career fairs. Continue to engage with schools (subject to pandemic), including links with school councils and youth councils.	<p>As detailed above the intention was to focus on the need to encourage new franchise groups to register to vote.</p> <p>However, it is also clear that this type of work requires an ongoing long term commitment. Maintaining a steady consistent approach building on the specialist resources by key stakeholders such as the Electoral Commission remains as important as ever.</p>
Increase engagement with the public to raise awareness of the role and activities of the Council provide clarity about how the public can better inform local decision making;	Overview of the Council website page 'Becoming a Councillor' to be reviewed and promoted.	Website prepared and utilised as part of the streamlined on-boarding process for the 2022 intake of Members
	Work with Town and Community Council's to ensure links with 'Becoming a Councillor page' are promoted.	Website prepared and utilised as part of the streamlined on-boarding process for the 2022 intake of Members
	Liaise with local community groups, school governors and other such organisations to ensure links with 'Becoming a Councillor page' are promoted.	Website prepared and utilised as part of the streamlined on-boarding process for the 2022 intake of Members
	Publication of Council's Constitution. Constitution guide now a requirement under the Local Government and Elections (Wales) Act 2021.	Completed. The Constitutional Guide was placed on the Council's website in May 2022

	Develop Public Participation Strategy Scheme for compliance with duty under the 2021 Act. Encouraging people to participate in decision making and promoting awareness of how to become a Member, what membership entails, promoting / facilitating processes	Completed. The Public Participation Strategy was approved by Council in Spring 2023.
	To continue the webcasting of meetings as specified under the 2021 Act and develop a hybrid meeting policy and ensure availability of translation facilities for Full Council meetings to be conducted bilingually and any other meetings required in legislation.	Completed. All meetings now take place in a hybrid manner.
	Liaise with Group Leaders to suggest they appoint Diversity Champions for each political group.	Completed
Comprehensive training and awareness programme available through a variety of routes available for members to support them in their role.	Review and implementation of an Elected Member Learning and Development Strategy identifying areas and development available for Members.	Member Induction Training Programme established for training for all members.
	Survey of members to be undertaken in May 2022 to identify any reasonable adjustments that maybe necessary to assist them in fulfilling their requirements as an elected member	All members surveyed in May 2022 in respect of any appropriate adjustments.

	Review areas of training and development which can be made available online, core set of training materials which can be used for all Members.	Member Induction Training Programme established for training for all members
	Members Induction Programme - work with the WLGA and share good practices with other councils.	Member Induction Training Programme established for training for all members
	Ensuring training opportunities are available bilingually whenever possible.	Ongoing
	Provide the opportunity for mentoring / shadowing for newly Elected Members and undertaking Personal Development Reviews.	All members are encouraged to participate in Personal Development Review process on an annual basis.
	Ensure members receive training in equalities as part of member induction programme in May 2022.	Completed. Training provided as part of member induction programme.
	Promoting the WLGA's online "Councillor Guide" for the 2022 elections and the suite of National e'learning modules specifically developed for Members and freely available via the NHS learning@wales website or any replacement website.	Promoted as part of member induction in May 2022 and on an ongoing basis.
Improve the safety of councillors and their families when undertaking their council duties	Ensure that members undertake health and safety training, cyber/social media security and lone working training to ensure their safety during elections and when they are elected.	Completed. Training provided as part of Member Induction Process.

	Regularly review health and safety training, lone working training	Ongoing.
	Publish official addresses on council website rather than personal addresses for Members (where requested).	Complete. All members afforded the opportunity to remove personal address.
Maximise opportunities for individuals to work in ways that enable them to achieve a work / life balance which protects their welfare and wellbeing and allows them to manage their own health and any caring / dependency relationships.	Newly Elected Members to have identity cards to allow secure access to council buildings.	Completed as part of member induction.
	To continue the streaming of Council meetings as specified under the 2021 Act and development of hybrid meeting policies	Completed
	Social media safety training to be delivered to members through the Member Induction Programme and built upon during their term of office.	Completed
	Promote the WLGA's advice and support service to newly elected Members who receive online abuse.	Ongoing
	Arrangements in place for remote attendance in meetings in light of the experience of virtual meetings during the COVID-19 pandemic. Development policy for hybrid meetings.	Hybrid Meetings now the norm for Council meetings.
	Promote job-sharing by executive leaders and other office holders and how it can apply in any circumstance	Completed. Constitution updated to allow for possibility.

	Promote the remunerations that are available to Members on the Council website and to candidates standing for Election	Ongoing
	Promote family absence provisions	Ongoing
	Promote the IRPW Contribution Towards Costs of Care and Personal Assistance Encourage all Members to claim any necessary allowances or expenses incurred.	Ongoing
	Support the Welsh Government's and IRPW's commitment to explore Resettlement grants or 'parachute payments' payments for Members who lose their seats at election.	Ongoing
	Reviewing meeting times to have more flexibility to suit the committee Members.	Completed. In accordance with the 2011 Measure this must be undertaken at least once per term. Members of individual committees are provided flexibility to change meeting times in accordance with rules approved by Full Council
	Ensure Members are advised of the support available to them through the Head of Democratic Services – providing contact details at the earliest opportunity during the Member Induction. Ensuring Members are aware of the 'Open Door'	Ongoing

	policy of the Head of Democratic Services.	
Assess the effectiveness of the provisions in 2011 Measure in relation to data collection, and in relation to other candidate data that could be collected in order for political parties to support diverse candidates at elections	Undertake a diversity and inclusion survey with Members which will provide a benchmark for future elections and allow the feedback to be reviewed to support / barriers that may have been experienced by a Member during their term of office. The survey feedback will help to deliver a positive and diverse environment for future Members to undertake their roles.	Completed and ongoing gathering of data takes place.
	Share survey feedback with Members.	Completed.
Greater respect and support for those standing for and securing elected office.	Promote duty on political group leaders to promote high standards of conduct.	Ongoing training provided to Group Leaders and ongoing engagement with Standards Committee.
	Standards Committee to monitor compliance in relation to standards of conduct and provide training.	Ongoing. All Members required to have Code of Conduct Training. Refresher training took place June 2023.
	Ensure any proposals for hybrid meetings and venues for such meetings are appropriate in line with Equality Act 2010 requirements	Ongoing
	Supporting the Welsh Government's plans to introduce an Access to Elected Office fund to assist disabled people to stand for elected office at the 2022 Local Elections	Ongoing

<p>Increase awareness of the role of members, the contribution they make to society and how to become an Elected Member.</p>	<p>Overview of the Council website page 'Becoming a Councillor' to be reviewed and promoted.</p>	<p>Ongoing</p>
	<p>Produce a series of short explainer videos and sessions for the public highlighting the role of the member including: the benefits from both a member and community perspective, type of work undertaken, the remuneration received, training provided to undertake the role.</p>	<p>Completed</p>
	<p>Promote the WLGA website 'Becoming a Councillor'.</p>	<p>Ongoing</p>
	<p>Seek the participation of Group Leaders to champion the diversity expectations within the selection processes of their political parties and to encourage Group Leaders to promote the advice available to future candidates or individuals considering standing for office at the earliest opportunity.</p>	<p>Ongoing</p>
	<p>Encourage Members to utilise own media platforms to promote the role of a Councillor through Member blogs / 'day in the life of'.</p>	<p>Ongoing</p>