



# Communicating our work

**Draethen Waterloo and Rudry Community Council**

**DWR CC**

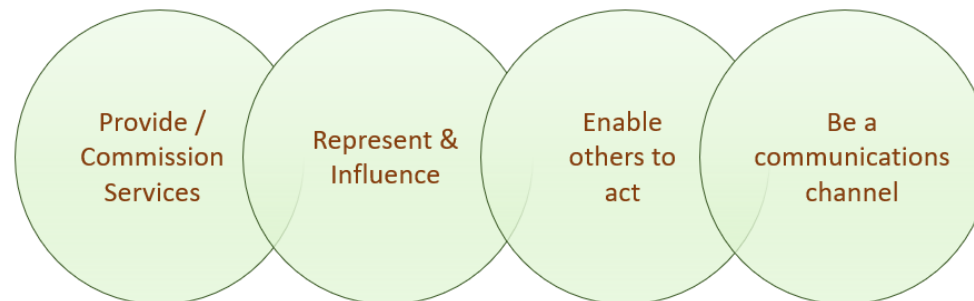
Gweithio gydangilydd / Working together





# Our Community Council

Uniquely positioned to be a pivot of local democratic action  
A very local level, democratically accountable and able to raise resources.  
Resourced to lead, change and influence.  
The closest tier to community.





# Aims

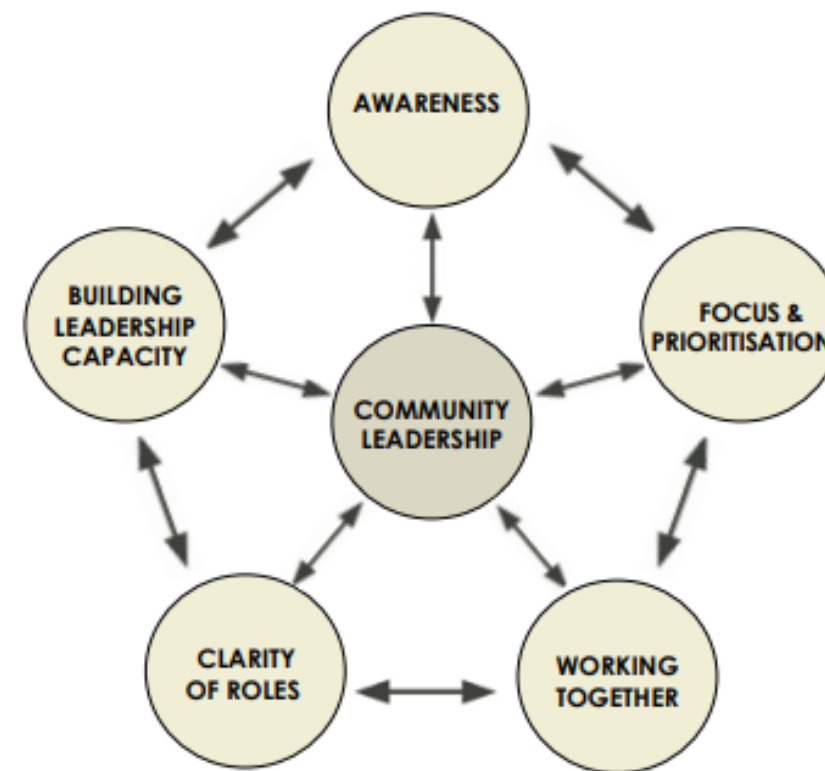
- Build and serve the community
- Build and sustain community
- Deliver quality public services
- Build local democracy
- Be a good employer





# What do we need to do

- Raise our general profile
- Recruit for potential councillors
- Increase understanding of what we can and cannot do
- Inform our residents
- Make decisions





# Why have effective communications

- Explain the Council's power to precept, its duties and responsibilities
- Bridge the local community, different levels of government and other sectors
- Underpins democracy
- Informs budget making process
- Inform our residents
- Recruit for potential councillors
- Provide a process to gather feedback about services and issues
- Opportunity to challenge assumptions, prejudices, ill informed opinions and misunderstandings





# How we promote the Council

- Website & social media
- Community Council agenda papers / letters
- Community consultations
- Annual report
- Noticeboards
- Interactivity of Members with constituents
- Attending meetings with partners
- Newsletter





# What our Council does

- Deliver within the Powers (*see attached final slides*)
- Support and delivers projects
- Undertake community consultations
- Provide community alerts
- Work with organisations and voluntary groups
- Attend meetings with partners Police/NRW/Fire Service/NHS/LA
- Always 'formally' representing Council
- Make decisions as a body and stand behind those decisions

**Community councils**

**OVERVIEW**

County and county boroughs in Wales (also known as 'principal areas') are divided into community areas for which there may be an elected community council. A community council is a body corporate consisting of councillors. Community councils are elected by the community and hold office for a term of 4 years. The council elects a chair and a clerk from among the councillors.

Community councils were established under the Local Government Act 1994 (LGA 1994) and replaced the previous system of parish councils. The functions conferred on the Secretary of State in relation to Wales, conferred upon the Secretary of State in relation to Wales by the Local Government (Wales) Act 1994 (LGA 1994) relating to communities was amended by the Local Government (Wales) Act 2011 (LGA 2011).

Each community council takes the name of the community. Community Councils or, in Welsh, Cynor Cymuned, may be known as a Town Council or Cynor Tref.

The functions of a community council are set out in LGA 1994. Among the services and amenities they may provide are: playing fields and open spaces, sports facilities. Under the Local Government (Wales) Act 2011, they consider it likely to achieve the promotion or improvement of social well-being or environmental well-being.

The main source of funding for community councils is referred to as a precept (a charge) to council tax (on Government Finance Act 1992). A community council may also receive grants from the Secretary of State under section 129 of the Local Government (Wales) Act 2011. The Local Government Act 2000 introduced a new system of funding for community councils. A community council may also receive grants from the Secretary of State under section 129 of the Local Government (Wales) Act 2011.

Accordingly, the Local Authorities (Model Code of Conduct) Regulations 2000 (the Welsh Minister, may issue a model code of conduct that members must follow. Under the LGA 2000, the Welsh Minister, may issue a model code of conduct that members must follow. Under the LGA 2000, the Welsh Minister, may issue a model code of conduct that members must follow. Under the LGA 2000, the Welsh Minister, may issue a model code of conduct that members must follow.

**NOLAN PRINCIPLES**

**1. The Seven Principles of Public Life**

The Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally, and in the health, education, social and care services. All public office-holders are both servants of the public and stewards of public resources. The principles also apply to all those in other sectors delivering public services.

**1.1 Selflessness**

Holders of public office should act solely in terms of the public interest.

**1.2 Integrity**

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

**1.3 Objectivity**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

**1.4 Accountability**

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

**1.5 Openness**

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

**1.6 Honesty**

Holders of public office should be truthful.

**1.7 Leadership**

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.



# When it goes wrong

- Follow protocol/ procedure
- Democratically agree a response
- Don't panic
- Don't avoid difficult questions or decisions
- Answer questions promptly



- All press releases should answer the following questions:
- what happened?
  - where has it happened?
  - why has it happened?
  - when has it happened?
  - how has it happened?

What to Do  
When Things Go  
~~WRONG~~  
~~WRONG~~  
WRONG

Draethen Waterloo and Rudry Community Council  
for the benefit of the people who live or work in its area or are visitors to it, this Council is committed to providing a high standard of service and may be held to account for its actions. This Complaints Procedure is available to all residents who are dissatisfied with the standard of service provided by the Council and may include:



## COMPLAINTS PROCEDURE

Draethen Waterloo and Rudry Community Council is committed to providing a high standard of service and may be held to account for its actions. This Complaints Procedure is available to all residents who are dissatisfied with the standard of service provided by the Council and may include:

1. A complaint about the Council's services which are covered by the Code of Practice.

2. A complaint against a councillor for a breach of the Code of Practice.

3. A complaint about the Council's financial management.

4. A complaint about the Council's staff.

5. A complaint about the Council's policies and procedures.

6. A complaint about the Council's performance.

7. A complaint about the Council's communication.

8. A complaint about the Council's environmental services.

9. A complaint about the Council's housing services.

10. A complaint about the Council's leisure services.

11. A complaint about the Council's social services.

12. A complaint about the Council's health services.

13. A complaint about the Council's education services.

14. A complaint about the Council's transport services.

15. A complaint about the Council's other services.





# How to contact us



## **Clerk & Proper Officer**

clerk@dwrCouncil.co.uk

Rhydygwern Ward – Vacant position  
Rudry Ward – Vacant position

## **Cllr Terry Hall**

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## **Cllr Kevin Stanworth**

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## **Cllr Kayleigh Hayes**

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## **Cllr Jayne Garland – Chair**

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## **Cllr Sarah Parks-Jones**

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## **Cllr Rob Heaton-Jones**

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# Good news - Things we do well



#### 4.4.2 Local council services and powers (Relevant to Modules 1,4, 5, 6 & 21)

This handout supports the One Voice Wales Councillor Training Programme. It relates to the 'corporate body' section of Module 1, 'The Council' and is a list of the main powers and duties of community and town councils in relation to the provision of local services.

Function	Powers & Duties	Statutory Provisions
Allotments	Powers to provide allotments. Duty to consider providing allotment gardens if demand unsatisfied.	Small holdings & Allotments Act 1908, ss 23, 26 and 42
Baths and Wash Houses	Power to provide public baths and washhouses.	Public Health Act 1936, ss 221, 222, 223 and 227
Bio-Diversity	Duty to seek to maintain and enhance biodiversity in the proper exercise of the Council's functions.	Environment (Wales) Act 2016
Burial grounds, cemeteries, crematoria and closed churchyards	Power to Acquire and maintain. Power to provide. Power to agree to maintain monuments and memorials. Power to contribute towards expenses of cemeteries. General management powers.	Open Spaces Act 1906, ss 9 and 10; Local Government Act 1972, s.214; Parish councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1; Local Government Act 1972, s.215 (6) Local Authorities Cemetery Orders 1977 and 1986.
Bus Shelters	Power to provide and maintain shelters.	Local Government (Miscellaneous Provisions) Act 1953, s.4; Parish Councils Act 1957
By laws		Public Health Act 1875, s.164: Road Traffic regulation Act 1984, s57 (7) Public Health Act 1936, s.223 Open spaces Act 1906, s.15 Public Health Act 1936, s.198

Charities	Duties re parochial charities.	Charities Act 2011 ss 298-303 Local Government Act 1972 (s139(1))
Christmas Lights	Power to provide and attract visitors.	Local Government Act 1972, s.144
Citizens Advice Bureau	Power to support.	Local Government Act 1972, s.142
Clocks	Power to provide public clocks.	Parish Councils Act 1957, s.2
Closed Churchyards	Powers to maintain	Local Government Act 1972, s.215
Commons and common pastures	Powers in relation to enclosure, regulation and management, and providing common pasture.	Enclosure Act 1845; Local Government Act 1894, s.8 (4); <u>Small</u> holdings and Allotments Act 1908, s.34
Conference Facilities	Power to provide and encourage the use of facilities.	Local Government Act 1972, s.144
Community Centres	Power to provide and equip community buildings Power to provide buildings for use of clubs having athletic, social or educational objectives	Local Government Act (Miscellaneous Provisions) Act 1976 s.19
Community Infrastructure	Support the development of the local council's area, or any part of that area, by funding—(a) the provision, improvement, replacement, operation or maintenance of <u>infrastructure</u> ;  Or:	Community Infrastructure Levy Regulations 2010

	<p>(b) anything else that is concerned with addressing the demands that development places on an area.</p> <p>The term "infrastructure" is defined as "to include—</p> <p>(a) roads and other transport facilities,</p> <p>(b) flood defences,</p> <p>(c) schools and other educational facilities,</p> <p>(d) medical facilities,</p> <p>(e) sporting and recreational facilities,</p> <p>(f) open spaces"</p>	
Crime prevention	<p>Powers to spend money on various crime prevention measures</p> <p>Duty to consider when making decisions?</p>	Local Government and Rating Act 1997, s.31
Drainage	Power to deal with ponds and ditches	Public Health Act 1936, s.260
Entertainment and the Arts	Provision of entertainment and support of the arts	Local Government Act 1972, s.145
Gifts	Power to accept	Local Government Act 1972, s.139
Highways	Power to repair and maintain public footpaths and <u>bridle-ways</u> .	Highways Act 1980, ss.43, <u>50</u> ; Parish Councils Act 1957, s. <u>3</u> ;

Highways continued.....	<p>Power to light roads and public places.</p> <p>Provision of litter bins.</p> <p>Power to provide parking places for vehicles, bicycles and <u>motor-cycles</u>.</p> <p>Power to enter into agreement as to dedication and widening.</p> <p>Power to provide roadside seats and shelters, and bus shelters.</p> <p>Consent of parish council required for ending maintenance of highway at public expense, or for stopping up or diversion of highway.</p> <p>Power to complain to district councils as to protection of rights of way and roadside wastes.</p> <p>Power to provide traffic signs and other notices.</p> <p>Power to plant trees etc. and to maintain roadside verges.</p>	<p>Highways Act 1980, s.<u>301</u>;</p> <p>Litter Act 1983, ss.5,<u>6</u>;</p> <p>Road Traffic Regulation Act 1984, ss.57, <u>63</u>;</p> <p>Highways Act 1980, ss.30, <u>72</u>;</p> <p>Parish Councils Act 1959, s.1</p> <p>Highways Act 1980, ss.47, <u>116</u>;</p> <p>Highways Act 1980, s.<u>130</u>;</p> <p>Road Traffic Regulation Act 1984, s.<u>72</u>;</p> <p>Highways Act 1980, s.96;</p>
Investments	Power to participate in schemes of collective investment.	Trustee Investments Act 1961, s.11
Joint Committees	Power to form and participate in joint arrangements for services	Local Government Act 1972, s.101 and s.102
Land	Power to acquire by agreement, to appropriate, to dispose of land	Local Government Act 1972, ss.124, <u>126,127</u> ;
	Power to accept gifts of land	Local Government Act 1972, s.139
Litter	Provision of receptacles	Litter Act 1983, ss.5, 6

Mortuaries and <u>post mortem</u> rooms	Powers to provide mortuaries and <u>post mortem</u> rooms.	Public Health Act 1936, s.198
Lotteries	Powers to promote	Lotteries and Amusement Act 1976, s.7
Newsletters	Power to provide information relating to matters affecting local government	Local Government Act 1972, s.142
Nuisances	Power to deal with offensive ditches	Public Health Act 1936, s.260; Public Health Act 1875, s.164
Parish Property and Documents	Powers to direct as to their custody	Local Government Act 1972, s.226
Postal and telecommunications facilities	Power to pay the Post Office, British Telecommunications or any other public telecommunications operator any loss sustained providing post or telegraph office or telecommunication facilities	Post Office Act 1953, s.51; Telecommunications Act 1984, s.97
Public buildings and village halls	Power to provide buildings for offices and for public meetings and assemblies	Local Government Act 1972, s.133
Public conveniences	Power to provide	Public Health Act 1936, s.87
Parks, pleasure grounds	Power to acquire land or to provide recreation grounds, public walks, pleasure grounds and open spaces and to manage and control them	Public Health Act 1875, s.164 (Local Government Act 1972, Sched.14 Paragraph 27); Public Health Acts Amendment Act 1890, s.44; Open Spaces Act 1906, ss.9 and 10

Recreation	Power to acquire land for or to provide recreation grounds, public walks, pleasure grounds and open spaces and to manage and control them  Power to provide gymnasiums, playing fields, holiday camps.  Provision of boating pools	Public Health Act 1875, s.164; Local Government Act 1972, Sched.14 Paragraph 27; Public Health Acts Amendment Act 1890, s.44; Open Spaces Act 1906, ss.9 and 10; Local Government (Miscellaneous Provisions) Act 1976, s.19; Public Health Act 1961, s.54
Town and Country Planning	Right to be notified of planning applications	Town and Country Planning Act 1990, Sched.1, Paragraph.8
Tourism	Power to contribute to <del>organisations</del> encouraging tourism.	Local Government Act 1972, s.144
Traffic Calming	Powers to contribute financially to traffic calming schemes.	Local Government and Rating Act 1997, s.26
Transport	Powers to spend money on community transport schemes.	Local Government and Rating Act 1997, s.26-29
Village signs	Power to use decorative signs to inform visitors	Local Government Act 1972, s.144
War memorials	Power to maintain, repair, protect and adapt war memorials	War Memorials (Local Authorities' Powers) Act 1923, s.1; as extended by Local Government Act 1948, s.133
Water supply	Power to use wells, springs or streams for obtaining water therefrom.	Public Health Act 1936, s.125



<u>Well being</u>	Power to incur expenditure to improve the economic, social and environmental well-being of a community/town.	Local Government (Wales) Measure 2011 (Local Government Act 2000, ss1-5)
Well-being of Future Generations	A community council must take all reasonable steps in its area towards meeting the local objectives included in the local well-being plan that has effect in its <u>area</u> but a community council is subject to the duty under subsection (1) of the Act only if, for each of the preceding three financial years prior to the local well-being plan for its area being published, either its gross income or its gross expenditure was at least £200,000.	<u>Well Being of Future Generations (Wales) Act 2015</u>