

DIVERSITY WORKING GROUP RECOMMENDATIONS - IMPLEMENTATION PLAN.

RECOMMENDATION	ACTION TAKEN TO DATE (2021)	CURRENT POSITION (2023)
<p>Recommendation 1. To work collaboratively with the YEPS Service, Schools and Colleges in the run up to the 2022 Local Government Election to further promote and educate the importance of the youth vote and the democratic process. Utilising the opportunities for engagement and awareness raising and the educating of a 'role of a Councillor' through Key Stage 3, the Welsh baccalaureate and citizenship lessons within schools</p>	<p>Meeting taken forward with Director of Education & Inclusion Services and YEPS regarding the best engagement opportunities to take forward with schools and young people.</p> <p>Infographic materials produced and circulated to young people to help raise awareness of the voting process</p>	<p>Through Welsh Government Funding , the Council secured an engagement officer within the Elections team, who has taken forward positive engagement promoting the importance of registering to vote and voting through schools, YEPS, Higher Education, University of South Wales, along with other organisations.</p>
<p>Recommendation 2 To review the effectiveness of the voting awareness raising campaigns following the Senedd 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>Report presented to Working Group on the 9th September with proposed way forward for the voting awareness campaign and review of the Senedd Election.</p>	<p>Early engagement with the Council's communications team to ensure an appropriate awareness campaign is taken forward for any future election, taking forward the lessons learned from previous campaigns</p>
<p>Recommendation 3 To review the Council Websites 'Democracy pages' to promote the role of a Councillor with details and videos of local Members, promote how the work of a Councillor links in with everyday services taken forward by the Council and provide details and links of the different tiers of government to assist in increasing the understanding of democracy within</p>	<p>Demonstration of the work undertaken on the Council website to be provided to the working group on the 9th September for comment.</p> <p>Filming for the video promoting the role of a councillor has been undertaken. This will be shared with the working group for comment</p>	<p>Continual review and updating of the webpages to ensure they are fit for future.</p> <p>Recent updates to include democracy video of Members; Democracy infographic and links to the Democracy Portal, recently</p>

<p>RCT and Wales. To ensure that the page demonstrates the features available to Members – such as translation facilities, audio equipment within the Chamber, Hybrid meeting opportunities and promoting reasonable adjustments to prevent any perceived barriers for any future candidate</p>	<p>before final editing and promoting on the website – Date to be confirmed.</p>	<p>launched during Democracy Week 2023.</p>
<p>Recommendation 4 To take forward the positive relations and opportunities to work with Town and Community Council's to ensure links with 'Democracy pages' are promoted on own website / social media platforms and for similar local 'role of a councillor' to be developed and promoted.</p>	<p>Once webpages are finalised, promotion of the pages and links with community and town councils will be taken forward through the Councils Community Liaison Committee</p>	<p>Complete</p>
<p>Recommendation 5 To promote the remunerations and allowances that are available to Members on the Council's website and to candidates standing for Election by linking with the Council's Democracy page</p>	<p>Demonstration of the work undertaken on the Council website provided to the working group on the 9th September for comment. Discussions to be taken forward with Election's office regarding promotion of information to candidates and to Group Leaders.</p>	<p>Details of remuneration are available on the Council website and promotional materials.</p>
<p>Recommendation 6 To promote the Councils democracy pages and the role of a Councillor to established groups, such as School Governors who are often already active within their local communities and could potentially look to become candidates at a future election</p>	<p>Once the webpages are finalised work will be undertaken to promote the work to Governor support, community groups and other organisations</p>	<p>Need to review engagement opportunities.</p>

<p>Recommendation 7 To liaise with the Council's Employment, Education & Training team to establish the opportunity for a 'Democracy stall' at a future Council Career Fair to further promote the role of a Councillor and how democracy works within RCT and Wales.</p>	<p>Communication has been sent to the Manager of the team and meeting will take place over the next month to discuss how best to engage in the Career Fairs.</p>	<p>Recent attendance at the RCT Jobs Fair, promoting both the role of a Councillor and voter registration.</p>
<p>Recommendation 8 Members welcome the introduction of a Public Participation Strategy and welcome the opportunity to drive forward further public engagement in democracy by seeking the public's view on items for consideration at scrutiny meetings, ensuring work programmes are dealing with issues that matter to residents of the County Borough. As part of the duty of the Act and to engage the public in local democracy the Council will need to provide a constitution guide to be developed and promoted on the Council website which the working group also welcomes.</p>	<p>Work needs to be taken forward by the Council Business Unit and the Consultation & Engagement Manager to consider the Councils future participation strategy.</p> <p>Work to be taken forward with Director of Legal Services in respect of the easy read guide to the constitution</p>	<p>The Councils Public Participation Strategy was endorsed by Council at its October meeting.</p> <p>Work is being taken forward to develop participation pages on the Council democracy pages, including improved engagement with registration to speak at Committee meetings.</p>
<p>Recommendation 9 To continue to address the works needed at the Council Chamber to ensure that the Chamber is Fully accessible</p>	<p>All works in the Chamber are now complete.</p>	<p>Through the Office Accommodation Strategy, the relocation of the Council Headquarters including Council Chamber to Pontypridd Town.</p>
<p>Recommendation 10 Following the easing of lock down restrictions and when safe to do so take forward the opportunity for the promotion of 'open invites' to the Chamber for</p>	<p>Although restrictions are easing the Council still want to continue a cautious approach to</p>	<p>Following the office relocation, opportunities for such 'open invites' will be taken forward to</p>

<p>potential candidates so they can learn more about the role of a Councillor and work within a Council Chamber.</p>	<p>attendance in the Council Chamber, currently only inviting Elected Members and Officers to attend. This will constantly be reviewed.</p>	<p>encourage and engage with potential future candidates</p>
<p>Recommendation 11 That the Member induction programme provides all Members with the skills and knowledge base to undertake their role. Ensure that a rolling programme of training is developed for each Member throughout their term of office and to provide the opportunity for mentoring for Newly Elected Members when requested.</p>	<p>The Council Business Unit are currently pulling together a draft Member Induction Programme which will be shared with the Democratic Services Committee and Group Leaders to ensure it is fit for purpose.</p> <p>A current training programme is also being developed for the Municipal year, taking forward 1:1 requests for training following Members PDR and general training opportunities through an open forum.</p>	<p>A detailed Member Development Programme has been developed for the 2023 – 2024 Municipal Year.</p>
<p>Recommendation 12 To undertake a diversity survey with Members which will provide a benchmark for future elections and allow the Council Business unit to review the support / barriers that may have been experienced by a Member during their term of office. The undertaking of such a review will help to deliver a positive and diverse environment for future Members to undertake their roles.</p>	<p>A draft diversity survey will be considered by the working group following the meeting on the 9th September, after discussions in respect of the socio economic questions to be included.</p>	<p>The need to review the survey considered by the working group to ensure it is still fit for purpose.</p> <p>To undertake such a survey during the current term of office.</p>
<p>Recommendation 13 To ensure Members are advised of the support available to them through the Council Business unit</p>	<p>Included in all induction pack material are the contact details of the Head of Democratic Services</p>	<p>Following the Member Induction Programme, the Head of</p>

<p>and the Head of Democratic Services – providing contact details at the earliest opportunity during the Member Induction. Ensuring Members are aware of the ‘Open Door’ policy of the Head of Democratic Services.</p>	<p>and Council Business Unit team details, including details of the Members Hotline.</p> <p>The Head of Democratic Services will provide detail of the support arrangements available during a Members induction which is always followed up by Members of the team in respect of training, digital or general support.</p>	<p>Democratic Services has recently undertaken a Members Briefing Session to remind Members of the support arrangements available.</p> <p>Reference to support available is promoted regularly through the Members Weekly update.</p>
<p>Recommendation 14</p> <p>To consider introducing a ‘statement of understanding’ for Members outlining their duties as a Councillor including the need to have mutual respect within the Council Chamber.</p>	<p>A statement of understanding is currently being drafted and will be presented to the next meeting of the working group for comment.</p>	<p>Through the work of the Democratic Services Committee, the Council endorsed the Memorandum of Understanding.</p> <p>We are looking to seek Members consent to the MOU, which will be added to each Members profile on the Council webpage.</p>
<p>Recommendation 15</p> <p>That the Members Portal is utilised to provide Members with bitesize’ information in respect of ‘diversity within RCT’ to assist Members in their understanding and promotion of diversity within their wards and across the County Borough.</p>	<p>Discussions have taken place with the Diversity and Inclusion Manager about providing this information to Members and the best approach to undertake.</p>	<p>Development have been made to integrate the Council’s Data Library within the Members Portal which will provide Members with data in respect of diversity within RCT.</p>
<p>Recommendation 16</p> <p>To 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</p>	<p>The interim report of the working group was considered at an extra ordinary meeting of the Council where the Council also agreed to become a</p>	<p>Further work with Group Leaders to be taken forward.</p>

<p>available to future candidates or individuals considering standing for office at the earliest opportunity</p>	<p>diverse Council by signing up to the diversity declaration.</p> <p>Meetings will be taken forward with Group Leaders surrounding the work of the working group and the role of Group Leaders in pushing the diversity agenda.</p>	
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