

# DEMOCRATIC SERVICES COMMITTEE

## Minutes of the meeting held on 18 September 2014

<b>PRESENT:</b>	Councillor Vaughan Hughes (Chair)  Councillors Victor Hughes, R.Meirion Jones, R G Parry OBE, Dylan Rees and P S Rogers
<b>IN ATTENDANCE:</b>	Interim Head of Democratic Services, Committee Officer (MEH).
<b>APOLOGIES:</b>	Councillors J Arwel Roberts, Dafydd Rhys Thomas
<b>ALSO PRESENT:</b>	None

---

### 1 DECLARATION OF INTEREST

None received.

### 2 MINUTES

The minutes of the meeting held on 18 June, 2014 were confirmed as correct.

### 3 WEB-CASTING OF COUNCIL MEETINGS

Submitted – a report by the Interim Head of Democratic Services on the progress in relation to the web casing of meetings.

The Interim Head of Democratic Services reported on the total statistics for the meetings broadcast which were noted within the report. He noted that overall, the statistics are encouraging to promote openness and accountability with greater participation in the Council's democratic arrangements.

A draft protocol on webcasting of meetings which incorporates the WLGA's guidance on webcasting was attached to the report. The Officer proposed that the webcasting protocol be distributed to all Members and Officers subject to the view of this Committee.

#### RESOLVED :-

- **To note the progress on webcasting as detailed in the report and that an update be submitted to the next meeting of this Committee.**
- **That the draft webcasting protocol be issued to Members and Officers.**

### 4 MEMBERS ANNUAL REPORTS

Submitted – a report by the Interim Head of Democratic Services in relation to the Members Annual Reports.

The Interim Head of Democratic Services reported that all Members prepared an annual report covering the period up to March 2014. The annual reports were published on the Council's website by the 30<sup>th</sup> June, 2014. The report also outlined the proposed timetable for preparation of reports for 2014/15.

**RESOLVED to accept the report.**

**5 TOWN AND COMMUNITY COUNCILS WEBSITE DEVELOPMENT GRANT - UPDATE**

Submitted – a report by the Interim Head of Democratic Services in relation to the Welsh Government funding to County Councils to offer a grant of up to £500 each for Town and Community Councils, including those who already have a website, to be spent on website development.

The current position with regard to the allocation of the grant :-

- 35 Councils have claimed the grant;
- 2 Councils have notified their intention to claim the grant;
- 1 Council has notified that they are still considering the matter;
- 2 Councils have notified that they do not intend to claim the grant (one had already has a website).

**RESOLVED to note the report.**

**6 COMMITTEE WORK PROGRAMME 2014/15**

Submitted – the Committee Work Programme for 2014/15.

The Interim Head of Democratic Services reported that the Committee has identified the following as part of its work programme for the year :-

- Member Development and Training Plan including Personal Reviews;
- Webcasting of Meetings and Remote Attendance;
- Local Government (Wales) Measure 2011;
- Independent Remuneration Panel Annual Report;
- Modernising Working practices;
- Budget for 2015/16 and Impact on Democratic Services.

It was noted that further Ipad training will be afforded to Members on the 26 September.

**RESOLVED to accept the report.**

The meeting concluded at 2.40 pm

**COUNCILLOR VAUGHAN HUGHES  
CHAIR**