

# DEMOCRATIC SERVICES COMMITTEE

## Minutes of the meeting held on 23 March 2016

- PRESENT:** Councillor Vaughan Hughes (Chair)  
Councillor Richard Owen Jones (Vice-Chair)
- Councillors Derlwyn R Hughes, R Meirion Jones, Robert G Parry, OBE, Dylan Rees and Dafydd Rhys Thomas
- IN ATTENDANCE:** Head of Democratic Services  
Committee Officer (SC)
- APOLOGIES:** Councillor J Arwel Roberts
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### 1 DECLARATION OF INTEREST

None received.

### 2 MINUTES

The minutes of the meeting held on 30<sup>th</sup> September, 2015 were confirmed as correct.

### 3 INDEPENDENT REMUNERATION PANEL FOR WALES REPORT 2016/17

Submitted - the report of the Head of Democratic Services on the IRP's Annual Report for 2016/17.

The Head of Democratic Services reported that the Council has discretion regarding payment of senior salaries, as set by the IRP. The Council allocated 15 senior salary posts for 2015/16, compared to 14 in 2014/15, resulting in a saving of one senior salary.

Group Leaders have considered the final report, and the Executive are happy for the current levels to continue to be paid to Members of the Executive and Chairs.

**RESOLVED to recommend to the full Council on 10<sup>th</sup> May, 2016 that it approves:-**

- 3.1.1 The payment of Level 1 and Level 2 salaries for Executive Members;**
- 3.1.2 The payment of Level 1 and 2 salaries for Committee Chairs;**
- 3.1.3 The payment of either Levels 1, 2, or 3 for Civic Leaders and Deputy Civic Leaders.**

#### **4 INDUCTION OF NEW MEMBERS - 2017 COUNCIL ELECTION**

Submitted - the report of the Head of Democratic Services on the WLGA's initial framework for consultation to support induction activities for new Members following local elections in 2017. The WLGA will decide on the level of mandatory training and support for Members.

The Head of Democratic Services noted that expectations on Members had increased, as statutory requirements had changed since 2013. The framework suggests the model for training after the elections, with options to tailor training appropriate to the needs of local authorities. It was also noted that the WLGA Member Support Network would consider the framework next month.

The following comments were raised by Members during discussion:-

- The approach of continued support, induction and briefing sessions for new and returning Members was welcomed, due to greater expectations placed on them.
- Members noted that there is further need for IT training regarding I-pads; access to Twitter, Facebook, as well as e-learning.

**RESOLVED that the Committee's comments above are noted and that a further report on Member training be submitted to the next meeting.**

#### **5 DIARY OF MEETINGS 2016/17**

Submitted - the report of the Head of Democratic Services on the annual Calendar of Council meetings for 2016/17 prepared in consultation with officers and Group Leaders.

The diary of meetings is based on scheduling most committee meetings between Mondays and Wednesdays with Members' briefing sessions held on the 1st Thursday of each month.

Following discussion, Members agreed that **the Corporate Scrutiny Committee and Partnership and Regeneration Scrutiny Committee continue to commence at 2pm**

**Action: As noted above.**

**RESOLVED to confirm and approve the schedule of meetings to Council and report to Council in May, 2016.**

#### **6 COMMUNITY COUNCIL WEBSITES**

Submitted - the report of the Head of Democratic Services on funding to County Councils to offer grants of £500 to Town and Community Councils to spend on website development.

The Head of Democratic Services reported that there is an obligation on Town and Community Councils to prepare for the Local Government (Democracy) (Wales) Act

2013, which requires each Town and Community Council to publish information on a website.

The Head of Democratic Services reported that the Standards Committee has asked the Monitoring Officer to write to the two Town and Community Councils who have not yet claimed the grant, to encourage them to move forward.

**RESOLVED to note the report.**

The meeting concluded at 2.35 pm

**COUNCILLOR VAUGHAN HUGHES  
CHAIR**