

ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	COUNTY COUNCIL
DATE:	15 MAY 2018
TITLE OF REPORT:	Democratic Services Committee – Annual Report 2017/18
REPORT BY:	Chair of Democratic Services Committee
PURPOSE OF REPORT:	To report on the Work of the Committee during 2017/18

1. Introduction

The Local Government (Wales) Measure 2011 places a duty on the Council to establish a Democratic Services Committee as supported by the Head of Democratic Services.

The main purpose of the Committee is to review the adequacy of provision within the Authority in terms of staff, accommodation and other resources to fulfill the duties and functions of Democratic Services. Under the Measure, the Committee is obliged to meet at least once per annum and to report on such matters to Council.

This is the sixth annual report prepared by the Committee since its establishment in 2012.

Following Council elections in May 2017, 21 Members were re-elected and 9 new Members. As part of the Council's governance arrangements all Members were issued with job descriptions covering various roles and responsibilities. In line with past practice the Council has issued Ipads to all Members to undertake work and for accessing committee and other relevant documents. It is acknowledged that there have been some functionality issues with these devices and that Members need timely support and training to gain maximum benefit. Ongoing drop in sessions are available to Members on a quarterly basis supported by ICT staff. The Democratic Services committee will monitor arrangements during the next 12 months.

2. Work Programme of Committee

This report summarises the issues discussed by the Committee during 2016/17 and also provides commentary on current status.

In general, the Committee has focused on the following areas:

- Member Development and Training Plans
- Webcasting of meetings
- Independent Remuneration Panel Annual Report
- Wales Charter for Member development and support

- Members Annual Reports
- Welsh Government consultation on Electoral Reform
- Timing of meetings and timetable for 2018 /19

The table below summarises the issues discussed at each meeting during the past year.

Date of Committee	Subject	Current Status
27/9/2017	Consultation on electoral reform in Local Government	The Committee had an opportunity to comment on Welsh Government proposals. Welsh Government propose changes to electoral voting and registration prior to next local government elections.
	Training and Development Plan	A progress report on the training and development plan was considered including e-learning. A further update was submitted to the committee in March 2018.
	Members annual report	This report summarised information on the number of annual reports for 2016/17 prepared by re-elected Members following elections in May 2017. The report noted that 20 out of 21, returning Councillors had prepared an annual report.
13/12/17	IRP draft report for 2018/19	A summary of proposals was presented to the committee. Final proposals were presented to the committee on 20 March 2018 including increases to basic allowance and removal of the two tier salary levels for executive and committee chairs. A separate report will be presented to the Council on 15 May, 2018.
	The Wales Charter for Member Support and Development	The report recommended that the Council re apply for the WLGA Charter granted to the Council in 2014. This included the need to prepare a self-assessment. A further update was provided to the committee in March 2018
	Timing of Council meetings	This report dealt with the requirement to review the timing of Council meetings. The committee recommended no change and this was accepted by the Council on 28 February, 2018

20/3/18	Independent Remuneration Panel for Wales annual report 2018/19	Information summarised above
	Members Annual Reports 2017/18	This report outlined the timetable for preparing annual reports and publication of reports on the Council's website by 30 June 2018. Progress is currently being monitored via Group Leaders meetings
	Member Development and Training Plan 2017/18	See comments above. A separate report on the 2018/19 programme will be submitted to Council on 15/5/18. Progress on the preparation of personal development reviews by Councillors is currently being reviewed via Group Leaders
	Member development and support charter	Please see comments above. The self-assessment has not yet been submitted and needs to include information on progress relating to the completion of personal development reviews by Councillors. Further updates are planned to the committee during 2018.
	Webcasting of meetings	This report summarised information on the webcasting of meetings of the Council, Executive and Planning and Orders committee and statistics since 2016. The service has recently been re tendered for the next 3 years. The contract has been awarded to Public-i
	Schedule of Council meetings for 2018/19	The timetable of meetings was confirmed by the committee for 2018/19

3. Recommendation:

The County Council is requested to accept the report and note the matters considered by the Committee during 2017/18

**Chair of Democratic Services Committee
02/05/2018**