

PWYLLGOR GWASANAETHAU DEMOCRATAIDD

8FED MEDI 2022

PWYLLGOR Y GWASANAETHAU DEMOCRATAIDD - SWYDDOGAETH

YR ARGYMHELLION / PENDERFYNIADAU ALLWEDDOL SYDD EU HANGEN:

1. Bod rôl Pwyllgor y Gwasanaethau Democrataidd yn cael eu nodi.
2. Ailgadarnhau penodiad Cadeirydd y Pwyllgor Gwasanaethau Democrataidd fel hyrwyddwr datblygu aelodau'r awdurdod.

Y RHESYMAU:

Darparu i aelodau o'r Pwyllgor swyddogaethau'r Pwyllgor a'r cefndir o ran ei sefydlu.

Ymgynghorwyd â'r Pwyllgor Craffu	Amherthnasol
Angen i'r Cabinet wneud penderfyniad	NAC OES
Angen i'r Cyngor wneud penderfyniad	OES

Yr Aelod o'r Cabinet sy'n Gyfrifol am y Portffolio:- Amh

Y Gyfarwyddiaeth

Enw Pennaeth y
Gwasanaeth:
Linda Rees-Jones

Awdur yr Adroddiad:
Gaynor Morgan

Y Prif Weithredwr

Swyddi:
Pennaeth Gweinyddiaeth a'r
Gyfraith

Pennaeth y Gwasanaethau
Democrataidd

Rhifau ffôn

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EXECUTIVE SUMMARY
DEMOCRATIC SERVICES COMMITTEE
8TH SEPTEMBER 2022

DEMOCRATIC SERVICES COMMITTEE – FUNCTION

This report sets out the statutory framework within which the Democratic Services Committee functions, and the remit and powers available to the Committee.

The Local Government (Wales) Measure 2011 requires each Principal Council to establish a Democratic Services Committee.

Sections 8 to 21 of the Local Government (Wales) Measure specifically relate to the provision of Democratic Services. Specifically further to section 11 the Committee is to :

- review the adequacy of provision by the authority of staff, accommodation and other resources to discharge democratic services functions, and
- make reports and recommendations to the authority in relation to such provision.

The Council at its meeting held on the 17th April 2013 agreed to a recommendation of the Democratic Services Committee to include the following additional responsibilities within Committee's functions/terms of reference:-

- To secure the provision of reasonable training and development opportunities for Councillors and prepare reports and recommendations to Council in relation to such provision;
- To appoint the Council's Member Development Champion;
- To be consulted on the implementation of reports issued by the Independent Remuneration Panel for Wales in respect of members allowances etc.
- To promote and support good governance by the Council

It is for a Democratic Services Committee to determine how to exercise these democratic functions.

The Local Government (Democracy)(Wales) Act 2013 added section 11A which provides that the Democratic Services Committee may, at the request of the authority, review any matter relevant to :

- (a) the support and advice available to members of that authority, and
- (b) the terms and conditions of office of those members.

The committee must make reports and recommendations to the authority following a review; and again, it is for a democratic services committee to determine how to exercise its functions under this section.

The Committee is asked to note its role and function and to re-affirm the appointment of Chair of the Committee as the Council's Member Development Champion, who would work closely with the Member Development lead for the Executive and officers of the Learning and Development Team on identifying and promoting member development issues

DETAILED REPORT ATTACHED?	Role Descriptions
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Linda Rees Jones, Head of Administration & Law

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Linda Rees Jones, Head of Administration & Law

1. **Scrutiny Committee** Not applicable
2. **Local Member(s)** Not applicable
3. **Community / Town Council** Not applicable
4. **Relevant Partners** Not applicable
5. **Staff Side Representatives and other Organisations** Not applicable

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Local Government Wales Measure 2011		http://www.legislation.gov.uk/mwa/2011/4/content_s
Local Government (Democracy)(Wales) Act 2013		http://www.legislation.gov.uk/anaw/2013/4/contents/enacted