

DEMOCRATIC SERVICES COMMITTEE

Monday, 15 October 2018

PRESENT: Councillor W.T. Evans (Vice-Chair in the Chair)

Councillors:

T.J. Jones, J.G. Prosser (In place of S.A. Curry) and D. Thomas

Also in attendance:-

Councillor L.M. Stephens (Member Development Lead for the Executive Board)

The following Officers were in attendance:

N. Daniel, Head of I.C.T.

G. Morgan, Head of Democratic Services

H. Daniels, Learning & Development Advisor

Chamber, - County Hall, Carmarthen. SA31 1JP. - 10.00 - 10.15 am

1. APOLOGIES FOR ABSENCE.

An apology for absence was received from the Chair, Councillor S. Curry.

2. DECLARATIONS OF PERSONAL INTERESTS.

There were no declarations of personal interest.

3. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THE 11TH JUNE 2018

UNANIMOUSLY RESOLVED that the minutes of the meeting of the Committee held on the 11th June 2018 be signed as a correct record.

4. UPDATE ON MEMBER DEVELOPMENT PLAN 2018/19

The Committee received an update from the Corporate Development Advisor on the Member development programme for 2018/19.

The Corporate Development Advisor reminded the Committee that at its meeting held on the 11th June it had agreed a process for Member Mentors, however potential members had not yet been identified, she therefore sought a steer from the Committee as to whether an email should be sent to all members seeking volunteers for participation. She advised that once sufficient numbers had been identified, training would be provided by the WLGA on the 8th November 2018.

The Committee felt that an email to all members seeking volunteers was appropriate and members also advised that they would promote the mentoring process within their own political groups.

The Corporate Development Advisor informed the Committee that an Improving your decision making skills session was scheduled to be held on the 28th November, and this session would concentrate on uncovering unconscious bias in

decision making. This was a particularly important session and she asked the Committee to promote attendance within their groups.

The Committee was advised that, following the decision of Council on the 12th September to move towards a paperless system of communication with all Councillors (with effect from 2nd September 2019), a programme of training was currently being developed to ensure members were familiar and comfortable with the paperless working app.

UNANIMOUSLY RESOLVED that the Member Development Plan and update be received

5. COUNCILLOR DATA SIM PROVISION

The Committee was reminded that at its meeting held on the 11th June 2018 (Minute 7 refers) it had requested a breakdown on Members' data sim usage in order to determine whether the provision provided value for money and should be retained

The Committee having considered the report:-

UNANIMOUSLY RESOLVED that the provision of Councillors' Data SIM cards be retained and a further review be undertaken in 12 months.

6. DRAFT REPORT OF THE INDEPENDENT REMUNERATION PANEL FOR WALES - FEBRUARY 2019

The Committee was reminded that each year, the Independent Remuneration for Wales (IRPW) determined the rates of payment to be made to elected and co-opted Members of Welsh local authorities for the following municipal year and had powers to make recommendations on proposed variations to the remuneration of Chief Executives and Chief Officers of Principal councils in Wales.

The Committee considered the draft determinations of the IRPW for 2019 and was advised that the IRPW invited comments on the draft report by the 27th November 2018.

The Head of Democratic Services advised that for 2019/20 the IRPW was recommending:-

- an increase in Basic Salaries of 1.97% (£268), bringing the basic salary for Councillors up to £13,868.
- an increase to the Band 1 and Band 2 senior salaries payable to the Leader, the Deputy Leader and Executive Members of £800 inclusive of the £268 increase to the basic salary that all members would receive
- no change to the Band 3, 4 and 5 Senior Salaries (apart from the increase in basic salary of 1.97%)
- removing the option for Civic Salaries based on level of responsibility and alternatively that payment for a civic head and deputy civic head should now be made at Band 3 £22,568 for a civic head and at the Band 5 salary of £17,568 for a deputy civic head.

- deleting the payment framework for Joint Overview and Scrutiny Committees. In future, if a JOSOC was formed by specific councils an application could be made to remunerate under parts 3.22 and 3.23 of the report.

The Committee noted that the Chair of the Democratic Services Committee and the Head of Democratic Service had been invited to meet with the IRPW to discuss the draft report on the 25th October 2018.

A question was asked regarding telephone provision for elected members, the Head of Democratic Services advised that this was a matter currently being considered and it was proposed to submit a report thereon to a future meeting. She advised that the IRPW had been asked provide a steer on what authorities were expected to provide, as this would ensure a consistent level of support throughout Wales, however the IRPW had declined to clarify what was expected and allowed each authority to be flexible in its approach.

UNANIMOUSLY RESOLVED that the draft IRPW report be received.

7. DEMOCRATIC SERVICES COMMITTEE - ANNUAL REPORT 2017-18

The Committee considered its Annual report for the period 2017 -18 which outlined the Committee's activities and recommendations to Council during the past 12 month period.

UNANIMOUSLY RESOLVED that the report be received.

CHAIR

DATE