

DEMOCRATIC SERVICES COMMITTEE

(Committee Rooms 1/2 - Port Talbot Civic Centre)

Members Present:

18 December, 2015

Chairperson: Councillor Mrs.L.H.James

Vice Chairperson: Councillor Ms.C.Morgans

Councillors: E.E.Jones, R.G.Jones, J.D.Morgan and
A.N.Woolcock

Officers In Attendance: Mrs K.Jones, S.John, R.George and
Mrs T.Davies

1. **MEMBERS' DECLARATIONS OF INTEREST**

The following Members made declarations of interest at the commencement of the meeting:

Councillor Mrs L.H.James - Re Report of the Head of Corporate Strategy and Democratic Services – The Independent Remuneration Panel for Wales, Draft Annual Report 2016/17, as her daughter is a member of the Remuneration Panel.

Councillor E.E.Jones - Re Report of the Head of Corporate Strategy and Democratic Services – The Independent Remuneration Panel for Wales, Draft Annual Report 2016/17, as he is a Community Councillor.

Councillor J.D.Morgan - Re Report of the Head of Corporate Strategy and Democratic Services – The Independent Remuneration Panel

for Wales, Draft Annual Report 2016/17, as he is a Member of Glynneath Town Council.

2. **MINUTES OF THE LAST MEETING ON 17 JULY 2015**

RESOLVED: that the Minutes of the meeting held on 17 July, 2015, be confirmed as a correct record.

3. **THE INDEPENDENT REMUNERATION PANEL FOR WALES - DRAFT ANNUAL REPORT 2016/17**

Members received an overview of the circulated report. The various proposed changes to Members remuneration were noted, which included the introduction of a 'banding' system based on levels of responsibility of the Chairs of Committees. The Committee also noted the remit letter issued to the Panel by the Minister for Public Services (Leighton Andrews). Members felt it would be a retrograde step for Local Authorities to return to making decisions about their own remuneration locally.

4. **MEMBERS' INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) GUIDANCE AND USAGE**

Members discussed proposed amendments to the current Members ICT Guidance and Internet Usage Policy, which would enable under usage of the Modern.Gov system and facilitate the provision of better services to Members and reduced print production and courier/postage costs. Proposed amendments would be taken with the annual report on Member remuneration in early 2016 for decision by Members. Members discussed their own experiences of using the iPads and the Modern.Gov application on the iPads.

Members felt the Members IT Reference Group was a valuable resource and felt it should be extended to a knowledge exchange or training session for other Members. Officers felt the IT Reference Group was a great place to gather feedback and test the Modern.Gov application and so on. Members suggested that training in E-Safety might be useful.

5. **MEMBERS' ANNUAL SURVEY 2015/16**

Members received an overview of the circulated report containing the results of the All Members Survey 2015/16. Members noted that the Survey results would be distributed to all Members after the Christmas break, along with a newsletter. A workshop would be arranged for Members in early 2016 regarding the feedback from the All Member Survey.

CHAIRPERSON