



DEMOCRATIC SERVICES COMMITTEE

9.30 AM – 11:30 AM - THURSDAY, 1 FEBRUARY 2018

COMMITTEE ROOMS 1/2 - PORT TALBOT CIVIC CENTRE

PART 1

1. To receive any declarations of interest from Members
2. Minutes of the last meeting on 19 October 2017 *(Pages 5 - 10)*
3. To receive the Report of the Head of Corporate Strategy and Democratic Services re: Member Scrutiny Champion - Update Report *(Pages 11 - 16)*
4. To receive the Report of the Head of Corporate Strategy and Democratic Services re: Review of Staffing Structure - Democratic Services *(Pages 17 - 20)*
5. To receive the Report of the Head of Corporate Strategy and Democratic Services re: Welsh Language Standards Update *(Pages 21 - 28)*
6. To receive the Report of the Head of Corporate Strategy and Democratic Services re: Member Annual Personal Development Review (PDR) Process *(Pages 29 - 48)*
7. To receive the Report of the Head of Corporate Strategy and Democratic Services re: Member Annual Report Scheme *(Pages 49 - 60)*
8. To receive the Report of the Head of Corporate Strategy and Democratic Services re: Members' IT Reference Group *(Pages 61 - 66)*

9. To receive the Report of the Head of Corporate Strategy and Democratic Services re: Submission of apologies for Council Meetings (*Pages 67 - 76*)
10. To receive the Report of the Head of Corporate Strategy and Democratic Services re: Outcome of Members Survey on Timing of Council Meetings (Follow-Up Survey) (*Pages 77 - 86*)
11. Democratic Services Committee Work Programme (*Pages 87 - 88*)
12. Any urgent items at the discretion of the Chairman pursuant to Section 100B(4)(b) of the Local Government Act 1972

S.Phillips
Chief Executive

Civic Centre
Port Talbot

25 January 2018

Committee Membership:

Chairperson: Councillor J.D.Morgan

**Vice
Chairperson:** Councillor M.Harvey

Councillor: S. ap Dafydd, S.K.Hunt, S.Miller, M.Protheroe,
S.Purseley, S.Renkes, A.J.Richards, A.J.Taylor,
R.L.Taylor and A.Llewelyn

**Invited
Councillor:** A.N.Woolcock