

Democratic Services Committee

(via Microsoft Teams)

Members Present:

21 February 2022

Chairperson: Councillor J.D.Morgan

Councillors: J.Hurley, S.Miller, S.Pursey, A.J.Richards,
S.Renkes and S.Lynch

Officers In Attendance C.Griffiths, S.Curran and A.Thomas

1. **Declarations of Interest**

There were no declarations of interest received.

2. **Minutes of Previous Meeting**

The minutes of the meeting held on 13th December 2021 were approved as an accurate record.

3. **Draft Annual Report of the Democratic Services Committee 2020/2021 and 2021/2022**

It was noted that the report covered the period May 2020 – February 2022.

The Chair referred to the covering report and outlined that it was not a report of the Chairman, but was the report of the whole Democratic Services Committee.

The Democratic Services Committee note and endorse the Annual Report 2020/21 and 2021/22 attached at Appendix 1 and commend the same to Council.

4. **Member Induction 2022**

Officers outlined the updated timetable to ensure that the committee are aware of the programme. The timetable is an ambitious one which will focus initially on the key skills that members will require following the election and then will build upon these skills throughout the year.

Officers outlined that the intention was to conduct all of the training through a hybrid model. This will allow for flexibility in terms of the location to attend the meeting. Consideration will also be given to recording the training and will then be available on the Members Hub. The authority are also working with the WLGA, who are designing resources which members will be able to utilise as ongoing training. These will cover areas such as scrutiny, data protection etc.

Members raised the forthcoming Local Development Plan Candidate Site List which will be considered shortly following the election. Members wished to ensure that members are provided with an early opportunity for training to ensure that this item can be considered appropriately by members.

Members raised concerns about access to the Council Chamber in terms of any disabilities and that the Chamber is suitably equipped for all members. Officers advised that as part of the Induction Programme an accessibility survey will be carried out to ensure that any relevant items are highlighted and provision can be put in place to respond to these.

Members asked that a buddy system option be explored for new members following the election. Officers advised that this was currently being considered and in addition it was being explored from an officers perspective. The provision to have a dedicated Democratic Services Officer in place for members first point of contact with any queries was being considered.

The Democratic Services Committee note the Member Induction Programme and Timetable for Local Government Elections in 2022.

5. **Urgent Items**

There were no urgent items.

CHAIRPERSON