

**Democratic Services Committee**

**(Multi-Location Meeting - Council Chamber, Port Talbot & Microsoft Teams)**

**Members Present:**

**17 April 2023**

**Chairperson:** Councillor S.Rahaman

**Vice Chairperson:** Councillor

**Councillors:** J.Hale, M.Harvey, J.Henton, A.R.Lockyer, P.A.Rees, P.Rogers and S.Thomas

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

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1. **Declarations of Interest**

There were none received.

2. **Minutes of Previous Meeting**

The minutes of the meeting held on 13<sup>th</sup> February 2023 were approved as an accurate record.

3. **Independent Remuneration Panel for Wales Final Report 2023/24**

Members were presented with Independent Remuneration Panel for Wales Final Report 2023/24 as detailed within the circulated report.

Members noted the report.

4. **Assessment of Resources to support the Democratic Services Function**

Members were presented with information relating to the assessment of resources to support the Democratic Services function, as detailed within the circulated report.

The Head of Democratic Services provided a summary of the report. The workload and demand placed upon the Democratic Services Team is consistent and increasing due to the duties placed upon them by the Local Government and Elections (Wales) Act 2021. Officers also outlined the democratic services support provided to the corporate and joint regional committees.

Officers advised members to take note that the Team are currently working to capacity and their flexibility to undertake further duties would be extremely difficult.

It was noted that the Head of Democratic Services has a statutory duty to report annually on this matter, however given the upcoming workload, members were advised that a report would be provided half yearly.

**Resolved: That the Democratic Services Committee endorse the Democratic Services structure set out in Appendix 1 and note the report.**

5. **Forward Work Programme**

Officers outlined the current member survey that is being undertaken and that the committee will be able to consider the outcomes from this.

A forward work programme session will be held early in the new civic year so that members can consider items they wish to look at next year.

Members noted the report.

6. **Urgent Items**

There were no urgent items.

**CHAIRPERSON**

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