



Cyngor Bwrdeistref Sirol
MERTHYR TUDFUL
MERTHYR TYDFIL
County Borough Council

MINUTES OF MEETING

DEMOCRATIC SERVICES COMMITTEE MEETING MONDAY, 21ST NOVEMBER, 2016

PRESENT: Councillor Richard Thomas (In the Chair)

Councillors: H Barrett, T Chaplin, M Davies, C T Jones,
G Lewis, T Lewis, B E Mansbridge and K Moran

Officers:

Ann Taylor (Democratic Services Team Leader) and Mair
Morgan (Democratic Services Officer)

ITEM NO.	AGENDA MATTER	DECISION
539	Apologies for absence	Apologies for absence were received from Councillor Raymond Thomas.
540	Declarations of Interest	No Declarations of Interest were made.
541	Induction Training for Elected Members	<p>The Chair welcomed Ann Taylor to the Meeting.</p> <p>Ann Taylor then made a Presentation to the Committee in relation to Induction Training for newly elected and returning Members, giving details of the tier system that Democratic Services intend to introduce.</p> <p>The following suggestions were made by the Committee which Ann Taylor agreed to consider when finalising plans:</p> <ul style="list-style-type: none">• Provision of contact details for frequently requested service areas;• The need for an organisational structure chart;• That the One Stop Shop be given guidance about their role as the first point of contact for new Councillors.

		<p>Ann Taylor also advised that she welcomed further suggestions from the Councillors on induction training at any time.</p> <p>The Chair then thanked Ann Taylor for the Presentation to the Committee.</p>
542	IT Equipment For Councillors	<p>Ann Taylor advised the Committee that the authority would be looking to provide a Tablet for each Councillor in 2017.</p> <p>The Committee then raised the following questions that were responded to in detail by Ann Taylor:</p> <ul style="list-style-type: none"> • Training on use of the Tablet • Flexibility of equipment • Printing and posting out of papers • Use of Printers • Paper copies of agendas <p>The Chair then thanked Ann Taylor for the update to the Committee.</p>
543	Members Library	<p>Ann Taylor updated Committee in relation to what facilities would be available in the Members Library.</p>
544	Independent Remuneration Panel for Wales - Draft Annual Report	<p>Ann Taylor referred the Committee to the 'Independent Remuneration Panel for Wales – Draft Annual Report'.</p> <p>The Committee then raised the following issues on the report:</p> <ul style="list-style-type: none"> • Paragraph 3.5 – Support for the proposal • Basic Salary Levels - The Committee agreed that this issue be forwarded to the IRPW <p>Resolved that:</p> <p>(a) The content of the Draft Annual Report of the IRWP for 2017/2018 be noted</p> <p>(b) Members provide comments to the Democratic Services Department for collation and return to the IRPW no later than Friday 25 November 2016</p> <p>(c) The Head of Democratic Services provide a comprehensive report to Democratic Services Committee outlining the plans to support newly elected and returning Councillors following the 2017 Local Government Elections</p>
545	Any Other Business Deemed Urgent by the Chair	<p>The Chair advised that there was no business deemed urgent.</p>