



MERTHYR TYDFIL  
County Borough Council  
Cyngor Bwrdeistref Sirol  
MERTHYR TUDFUL

## MINUTES OF MEETING

# DEMOCRATIC SERVICES COMMITTEE MEETING

**MONDAY, 1ST FEBRUARY, 2016**

**PRESENT:** Councillor Richard Thomas (In the Chair)

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

**Guest Councillor:**

Councillor E Galsworthy

**Officers:**

Ann Taylor (Democratic Services Team Leader) and Karen  
Vokes (Democratic Services Officer)

ITEM NO.	AGENDA MATTER	DECISION
1016	Apologies for Absence	Apologies for absence received from Councillors Tom Lewis and Raymond Thomas.
1017	Declarations of Interest	No declarations of interest were made.
1018	Mentoring Skills	<p>The Chair welcomed Councillor Ernie Galsworthy to the meeting.</p> <p>Councillor Ernie Galsworthy advised that as part of his role as Equalities and Diversity Champion, he was asked by the Leader of the Council to progress the Diversity and Democracy Programme, which is to encourage diverse sections of the community to stand for Council in the future.</p> <p>He then outlined in detail what work has been carried out and showed Members a video clip of a meeting attended by mentees which illustrated the role within the community.</p>

		<p>Questions were asked by Members and answered by Councillor Ernie Galsworthy in relation to the role of Mentees, the role and support of the Mentor and other roles to be carried out by Mentees.</p> <p>The Chair thanked Councillor Ernie Galsworthy for attending and Councillor Galsworthy left the meeting.</p>
1019	Update on Local Government (Wales) Bill	<p>Ann Taylor gave the Committee an update on the Draft Local Government (Wales) Bill consultation which closes on the 15<sup>th</sup> February 2016.</p> <p>Part 4 of the Bill - Functions of County Councils and their Members sets out performance duties for Councillors, e.g duty on Councillors to attend all Committees, Councillors to hold at least 4 surgeries per year, Councillors to respond to correspondence within 14 days, undertaking training etc.</p> <p>She advised that she would be happy to receive any comments on the consultation so that Democratic Services can collate and return any responses on behalf of the Democratic Services Committee.</p> <p>She referred Members to the WLGA briefing on the Draft Local Government (Wales) Bill and advised that she would forward a copy to members of the Committee.</p> <p><b>RESOLVED that:</b></p> <ul style="list-style-type: none"> <li>• Committee notes the contents of the report.</li> <li>• Updates be brought back to a future meeting when required.</li> <li>• Ann Taylor to forward a copy of the WLGA briefing on the Draft Local Government (Wales) Bill to Members of the Committee.</li> </ul>
1020	Update on TNA's	<p>Karen Vokes gave an update to Members on the Training Needs Analysis that was sent out to Members in November 2015, and advised that to date 26 of the 33 TNA's have been returned.</p> <p>She advised that through these TNA's appropriate training has been identified and she is now liaising with the WLGA, Local Government Data Unit and also internal staff to arrange training, with a programme being put in place by April/May 2016.</p>
1021	Modern.gov Updates	<p>Karen Vokes updated the Committee on the developments of Modern.Gov, as follows:</p> <ul style="list-style-type: none"> <li>• Uploading of Councillors' Register of Interest</li> <li>• Surgery dates</li> <li>• Uploading of additional details on Councillor personal profile</li> </ul>

		<p>She advised that Democratic Services are looking to implement e-petitions via Modern.gov so that petitions can be completed on-line through the Authority's website and submitted to Democratic Services to process.</p>
1022	<p>Any Other Business Deemed Urgent by the Chair</p>	<p>The Chair queried whether the Members' Library can be returned to its previous location, due to the Recovery Board no longer being at Merthyr Tydfil.</p> <p><b>RESOLVED that:</b></p> <ul style="list-style-type: none"> <li>• Ann Taylor will enquire the possibility of relocating the Members' Library.</li> <li>• The installation of a laptop computer in the Members' Library be considered and Ann Taylor to report back to a future meeting.</li> </ul>