

DEMOCRATIC SERVICES COMMITTEE - THURSDAY, 13 JUNE 2024

MINUTES OF A MEETING OF THE DEMOCRATIC SERVICES COMMITTEE HELD HYBRID IN THE COUNCIL CHAMBER CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB ON THURSDAY, 13 JUNE 2024 AT 10:00

Present

Councillor T Thomas – Chairperson

H T Bennett

RM Granville

E D Winstanley

Present Virtually

P Ford

M L Hughes

I M Spiller

G Walter

Apologies for Absence

RM James

Officers:

Rachel Keepins
Oscar Roberts

Democratic Services Manager
Democratic Services Business Administrative Apprentice

Declarations of Interest

None

10. Approval of Minutes

Decision Made	That the minutes of a meeting of the Democratic Services Committee dated 08/02/2024 be approved as a
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	true and accurate record.
Date Decision Made	13 June 2024

11. Democratic Services Committee Annual Report

Decision Made	<p><u>Resolved:</u> The Committee received and noted the Annual Report for submission to Council for information, subject to the following additions:</p> <ul style="list-style-type: none">• That details of the Committee's attendance at Democratic Services Committee meetings be added to the report at paragraph 3.3;• That any further detail be provided as to the meetings of the Sub-Committee to deal with Member Family Absence at paragraph 3.6;• That an indication of hours, whether full time or part time be provided for the Democratic Services staff listed in the report.
Date Decision Made	13 June 2024

12. Member Development Programme Update

Decision Made	<p><u>Resolved:</u> The Committee:</p> <ul style="list-style-type: none">a) Noted the report and appendices;b) Requested that additional training be provided to Members on the Corporate Joint Committee and also that the Democratic Services Manager (DSM) explore whether the Media training identified for Cabinet members could be expanded out for other Members;c) Requested that any future records of training attendance published in future or provided for Freedom of Information Requests highlight what training is mandatory and what isn't;d) Requested more frequent reminders to Members on their mandatory e-learning modules.
Date Decision Made	13 June 2024

13. Democratic Services Committee Forward Work Programme

Decision Made	<p><u>Resolved:</u> The Committee noted the proposed items for the Committees FWP.</p> <p>Members queried whether the Committee could receive a future report on how the requirement for voter identification has impacted on recent election turnouts. The DSM clarified that this did not necessarily fall within the remit of this Committee but that this could potentially be provided as an information briefing paper for all Members and she would look into this.</p> <p>The Committee also requested that the DSM explore how the Communications team were planning on publicising this requirement in the upcoming elections.</p>
Date Decision Made	13 June 2024

14. Urgent Items

Decision Made	None
Date Decision Made	13 June 2024

To observe further debate that took place on the above items, please click this [link](#)

The meeting closed at 10:46