

THE VALE OF GLAMORGAN COUNCIL

Minutes of the Annual Meeting held remotely on 10th May, 2021.

The Agenda is available [here](#).

Present: Councillor Jayne Norman (Mayor); Councillors Julie Aviet, Vincent Bailey, Rhiannon Birch, Jonathan Bird, Bronwen Brooks, Lis Burnett, George Carroll, Christine Cave, Janice Charles, Millie Collins, Geoff Cox, Robert Crowley, Pamela Drake, Vincent Driscoll, Stewart Edwards, Ben Gray, Owen Griffiths, Stephen Griffiths, Anthony Hampton, Sally Hanks, Nic Hodges, Hunter Jarvie, Gwyn John, Dr. Ian Johnson, Gordon Kemp, Peter King, Kevin Mahoney, Kathryn McCaffer, Anne Moore, Neil Moore, Michael Morgan, Rachel Nugent-Finn, Andrew Parker, Bob Penrose, Sandra Perkes, Andrew Robertson, Leighton Rowlands, Ruba Sivagnanam, John Thomas, Neil Thomas, Steffan Wiliam, Margaret Wilkinson, Edward Williams, Mark Wilson and Marguerita Wright.

1 ANNOUNCEMENT –

Prior to the commencement of the meeting the Mayor drew attention to a number of housekeeping issues which included reminding all present that the meeting would be live streamed and recorded for subsequent uploading to the Council's website for archive purposes.

2 APOLOGY FOR ABSENCE –

This was received from Councillor A.R T. Davies.

3 DECLARATIONS OF INTEREST –

No declarations were received.

4 ELECTION OF MAYOR –

It was moved by Councillor N. Moore and seconded by Councillor E. Williams that Councillor Mrs. J.M. Norman be elected Mayor. There being no other nominations it was -

RESOLVED – T H A T Councillor Mrs. J.M. Norman be elected Mayor of the Council for the ensuing Municipal year.

The newly-elected Mayor made and delivered to the Managing Director the Statutory Declaration of Acceptance of Office.

5 APPOINTMENT OF DEPUTY MAYOR –

It was moved by Councillor P.G. King and seconded by Councillor L. Burnett that Councillor Ms. R.M. Birch be elected Deputy Mayor. There being no other nominations it was -

RESOLVED – T H A T Councillor Ms. R.M. Birch be appointed Deputy Mayor of the Council for the ensuing municipal year.

The newly appointed Deputy Mayor made and delivered to the Managing Director the Statutory Declaration of Acceptance of Office.

6 MAYOR'S ANNOUNCEMENT –

The Mayor thanked the Members of the Council for their support for a further term of office as Mayor of the Vale of Glamorgan Council. Although the Mayor stated as a result of the pandemic she had been unable to undertake physical engagements in 2020/21 she hoped she would be able to do so in the not too distant future. The Mayor also took the opportunity to highlight the funding available to organisations under the Mayoral Grant Fund informing the Meeting that the process and relevant criteria for the submission of applications for up to £250 funding could be found on the Vale Council's website or by contacting the Mayoral Office.

7 HEAD OF PAID SERVICE ANNOUNCEMENT –

The Managing Director reflecting on the previous 15 months and stated that although it had been a challenging year for Members, officers and staff in adapting to new ways of working, he was of the view that the Council had fundamentally and successfully changed how it managed its services in light of COVID 19. The Managing Director wished to place on record his thanks to Members, the Senior Leadership team and to all the staff for their efforts and dedication in ensuring that the Council continued to provide a vast array of essential services under challenging circumstances. He stated that he was very proud of the work undertaken in such circumstances and that he had every confidence that it would continue in the same manner going forward.

The Leader of the Council wholeheartedly echoed the Managing Director's sentiments.

8 EXECUTIVE ARRANGEMENTS: CABINET MEMBERSHIP AND PORTFOLIOS –

Section 4.10.1(f) of the Constitution "Council Procedure Rules – Annual Meeting of the Council" provides that the Annual Meeting will be told by the Leader of the names of Councillors chosen to be Deputy Leader and the number and names of Members to be appointed to the Executive and their portfolios / responsibilities.

Section 5.2 of the Constitution "Form and Composition of the Executive" provides that the Executive will consist of the Leader of the Council and at least two, but not more than nine, other Councillors appointed to the Executive by the Leader.

The Leader confirmed that the Cabinet Portfolios and the Council's Champions as detailed in the report would remain unchanged with it subsequently being -

RESOLVED –

(1) T H A T, as advised by the Leader, it be noted that Councillor Lis Burnett would be Deputy Leader and the Members of the Cabinet, together with details of their portfolios as indicated at Appendix A to the report, together with the designated "Champion" roles as set out in Appendix B to the report, be noted.

(2) T H A T the Chairman of the Scrutiny Committee Chairmen and Vice-Chairmen Group and Chairman of the Democratic Services Committee continue to be designated the Council's Scrutiny and Member Development Champions respectively.

(3) T H A T the Council's payments of Senior Salaries for 2021/22 be as set out within paragraph 2.1 of the report.

9 SCRUTINY COMMITTEES: APPOINTMENT, MEMBERSHIP, TERMS OF REFERENCE AND ALLOCATION OF CHAIRMEN POSITIONS –

The procedure to be used to determine the allocation of seats across Committees had been agreed at the Annual Meeting in 2015, a summary of which was attached at Appendix A to the report.

A requirement existed, under the Local Government (Wales) Measure 2011, regarding the allocation of Scrutiny Committee Chairmen positions. In essence, any Group, or Groups, represented on the Executive were entitled (when taken together) to a proportion of Scrutiny Committee Chairmen positions equivalent to their total number of seats (when taken together) on the Council. Once this calculation had been done, the remaining Scrutiny Committee Chairmen positions became the "property" of the non-executive Groups (again, to be allocated proportionate to the total number of seats held by the respective Groups on the Council).

Section 7 of the Council's Constitution set out the Terms of Reference, general role and specific functions of the Scrutiny Committees, a copy of which was attached at Appendix C to the report. The membership of the Scrutiny Committees had been circulated prior to the meeting as Supplementary Information based on information provided by the Group Leaders. Having regard to the report and the supplementary information it was

RESOLVED –

- (1) T H A T the entitlement of the vacant seat on the Healthy Living and Social Care Scrutiny Committee to Councillor O. Griffiths be endorsed.
- (2) T H A T the Scrutiny Committees, together with their Membership and Terms of Reference, as indicated at Appendix C and as outlined in the Supplementary Information to the report, be appointed for the ensuing Municipal year.
- (3) T H A T the allocation of specific Scrutiny Committee Chairmen as notified by the relevant Group Leaders be noted.

10 QUASI-JUDICIAL COMMITTEES AND OTHER BODIES: APPOINTMENT, TERMS OF REFERENCE AND MEMBERSHIP –

The procedure agreed at the Annual Meeting in 2015 to determine the allocation of seats across Committees was summarised at Appendix A to the report.

Members were also reminded of the need to pay particular regard to legislation which came into force on 5th May, 2017 governing the size and composition of Planning Committees. The Size and Composition of Local Planning Authorities Committees (Wales) Regulations 2017 (which came into effect on 5th May, 2017) brought into effect, and provided detailed interpretation for, Section 39 of the Planning (Wales) Act 2015, so far as it related to the size and composition of Committees discharging functions.

Set out at Appendix B to the report was the calculation relating to the political balance requirement for Committees in accordance with the Local Government Act 1989. The membership of the Quasi-Judicial Committees had been circulated prior to the meeting as Supplementary information and had been based on information provided by Group Leaders. Having regard to the report and the supplementary information it was

RESOLVED –

- (1) T H A T the revised allocation of seats on Committees taking into account the political balance calculations attached at Appendix B to the report be agreed.
- (2) T H A T the entitlement of the vacant seats on the following Committees:
 - Discretionary Housing Payments Review Committee;
 - Voluntary Sector Joint Liaison Committee; and
 - Glamorgan Heritage Coast Advisory Group

to Councillor O. Griffiths (subject to Recommendation (3) below) be endorsed.

- (3) T H A T, subject to Recommendation (2) above, the Council endorse the entitlement to the vacant seat on the Licensing Committee to Councillor O. Griffiths, subject to him giving up one seat from his entitlement to seats on the Council.

(4) T H A T following Councillor O. Griffiths' confirmation at the meeting that he did not wish to take up his seat on the Glamorgan Heritage Coast Group, the position be noted as vacant.

(5) T H A T the Quasi-Judicial Committees and Other Bodies, together with their Terms of Reference and Membership, as detailed in Appendix C and as set out in the Supplementary Information presented to the report, be appointed for the ensuing Municipal Year.

(6) T H A T, having regard to the Planning Committee, membership be agreed as outlined in paragraphs 2.12 to 2.14 of the report.

11 DATES OF ORDINARY COUNCIL MEETINGS –

RESOLVED – T H A T it be noted that ordinary meetings of the Council will be held on the following dates:

- 26th July, 2021
- 20th September, 2021
- 6th December, 2021
- 7th March, 2022
- 25th April, 2022.

12 ELECTION OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES –

The Committees for which Chairmen and Vice-Chairmen were to be appointed at the Annual Meeting included all the bodies in the political balance table (as detailed at Agenda Items 7 and 8), with the exception of those shown within the report at Agenda item 10 where legislative provisions, or alternative, specific arrangements currently applied.

Councillor Mahoney due to an audio failure on his personal device requested that his comments in the chat facility be conveyed in the minutes, at which point the Monitoring Officer read the comments out for the public viewing the meeting on the website. The comments being as follows “ I'm afraid due to a deficiency in presumably the teams software that my microphone has stopped working despite working earlier. I would like it to be noted in the minutes that I have refused my place on scrutiny in line with my previous declared opinion to Democratic Services that the scrutiny processes of the committees that I have been part of are deficient in scrutinising to any acceptable level in my view and are basically a waste of time. I would also like it noted that that I have resigned from the Welsh Church Estates Act Committee due to a conflict of interest plus my disgust at restrictions placed on members of this body following advice handed out by Vale Legal officers.”

Following consideration of the report it was subsequently

RESOLVED –

(1) T H A T the Chairmen and Vice-Chairmen of Committees be appointed as set out below for the ensuing Municipal year:

Appeals: Chairman: Councillor Mrs. A. Moore
Vice-Chairman: Councillor Ms. S. Sivagnanam

Community Liaison: Chairman: Councillor Mrs. S.M. Hanks
Vice-Chairman: Councillor Ms. R.M. Birch

Democratic Services: Chairman: Councillor V.J. Bailey
Vice-Chairman: Councillor G.D.D. Carroll

Discretionary Housing Payments: Review Chairman: Councillor Mrs. S.M. Hanks
Vice-Chairman: Councillor T.H. Jarvie

Early Retirement/Redundancy: Chairman: Councillor N.C. Thomas
Vice-Chairman: Councillor G. John

Glamorgan Heritage Coast Advisory: Chairman: Councillor Mrs. S.M. Hanks
Vice-Chairman: Councillor A.C. Parker

Investigating: Chairman: Councillor M.R. Wilson
Vice-Chairman: Councillor L. Burnett

Planning: Chairman: Councillor J.C. Bird
Vice-Chairman: Councillor B.T. Gray

Public Protection Licensing: Chairman: Councillor J.W. Thomas
Vice-Chairman: Councillor Mrs. P. Drake

Statutory Licensing Chairman: Councillor J.W. Thomas
Vice-Chairman: Councillor Mrs. P. Drake

Senior Management Appointment: Chairman: Leader
Vice-Chairman: Deputy Leader

Trust: Chairman: Councillor Mrs. P. Drake
Vice-Chairman: Councillor M.R. Wilson

Voluntary Sector Joint Liaison: Chairman: Councillor Ms. R.M. Birch
Vice-Chairman: Councillor Mrs. J.M. Norman
Honorary Vice-Chairman: To be appointed from amongst the 7 representatives from the Voluntary and Health Sectors

Welsh Church Act Estate: Chairman: Councillor M.R. Wilson
Vice-Chairman: Councillor Mrs. P. Drake

(2) T H A T the remaining Committees and Sub Committees be dealt with as set out within the report.