

Meeting of:	<b>Democratic Services Committee</b>
Date of Meeting:	<b>Monday, 25 July 2022</b>
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	Committee Work Programme
Purpose of Report:	To present to Members the proposed Work Programme for the Municipal Year 2022/23
Report Owner:	Head of Democratic Services
Responsible Officer:	Jeff Rees, Head of Democratic Services
Elected Member and Officer Consultation:	This report does not require consultation to be undertaken
Policy Framework:	This is a matter for decision by the Democratic Services Committee
Executive Summary:	
<ul style="list-style-type: none"> <li>A suggested Work Programme for the Democratic Services Committee for the Municipal Year 2022/23 is detailed at paragraph 2.1 of this report for Members' consideration.</li> </ul>	

## **Recommendation**

1. THAT Members agree the Work Programme and timetable as set out within this report and /or make any amendments or additions as required.

## **Reason for Recommendation**

1. To discuss and agree a Work Programme.

## **1. Background**

- 1.1 The terms of reference of this Committee as contained within the Council's Constitution are as follows :-

- To designate the Head of Democratic Services.
- To keep under review the provision by the Authority of adequate resources to discharge Democratic Services functions.
- To make reports and recommendations in respect of (2) above to Full Council at least annually.
- To have regard to Welsh Ministerial guidance when exercising its functions.
- To be responsible for overseeing the Council's approach to Member Development.

## **2. Key Issues for Consideration**

- 2.1 Having regard to the Terms of reference of the Committee and following discussions with the Chair of the Committee a suggested Work Programme for the Municipal Year 2022/23 for the Committee's consideration and approval is set out below:

- Surveys
  - Member ICT
  - Support for Members
  - Training and Development
  - Timing of Meetings (requirement of the Local Government (Wales) Measure 2022)
- Future Independent Remuneration Panel for Wales Annual Report
- Review of the Multi-Locations Meeting Policy

### **3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?**

- 3.1** The Well-being of Future Generations (Wales) Act sets out a duty for the Council to ensure the Sustainable Development Principle underpins all the work undertaken by the Authority, requiring us to demonstrate how decisions are formulated, taken and scrutinised via five ways of working. The Act underpins the Council's Corporate Plan. The approach to developing this Strategy will in turn link to the development of future member development arrangements taking account of the Act and the Council's well-being objectives.

### **4. Climate Change and Nature Implications**

- 4.1** None as a direct result of this report

### **5. Resources and Legal Considerations**

#### **Financial**

- 5.1** Future Member Development provision will continue to comprise a mixture of delivery which, whilst largely delivered internally, will also include external facilitators where considered appropriate. Any expenditure incurred on external facilitators will be met from within the existing budget.

#### **Employment**

- 5.2** There are no employment implications as a direct consequence of this report.

#### **Legal (Including Equalities)**

- 5.3** There are no legal implications associated with this report at this stage.

### **6. Background Papers**