

**MINUTES OF A MEETING OF THE DEMOCRATIC SERVICES COMMITTEE HELD  
AT COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON  
WEDNESDAY, 15 JANUARY 2020**

**PRESENT**

County Councillor E Vaughan (Chair)

County Councillors J Charlton, L V Corfield, D E Davies, D O Evans, D Jones-Poston, K Laurie-Parry, D Rowlands and R Williams

<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b>
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Apologies for absence were received from County Councillors K Silk, J Wilkinson and S Williams.

<b>2.</b>	<b>MINUTES OF PREVIOUS MEETING(S)</b>
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The Chair was authorised to sign the minutes of the meeting held on 30 September, 2019 as a correct record, subject to it being noted that Councillor D Davies had given his apologies.

<b>3.</b>	<b>DECLARATIONS OF INTEREST</b>
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There were no declarations of interest.

<b>4.</b>	<b>CONSTITUTION - REVISION OF SECTION 13 - RESPONSIBILITY OF FUNCTIONS</b>
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The Committee considered the proposed revisions to the Constitution. The changes to officers' details reflected the current structure and other changes reflected changes to working practices. In response to questions the Head of Legal and Democratic Services advised that many delegations were previously sub delegated to officers below Heads of Service. Problems arose if these officers were then unavailable, as delegation to another officer was then not feasible. The recommended changes were for delegation to be to Heads of Service, who could then sub-delegate, if they wished. It was noted that a new scheme of delegation was currently being developed for approval by Council in due course.

The Committee considered that the list of Portfolio Responsibilities should be removed and a link made to the list of Portfolios designated and authorised by the Leader which is maintained on the Council website.

<b>RECOMMENDATION TO THE COUNTY COUNCIL:</b>	<b>Reason for Recommendation:</b>
<b>That the amendments to Section 13 of the Constitution be approved and that the list of Portfolio Responsibilities be removed and a link made to the list of Portfolios designated and authorised by the Leader which is maintained on the</b>	<b>To review and update the Constitution.</b>

<b>Council website.</b>	
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<b>5.</b>	<b>DEVELOPING THE INVOLVEMENT OF PEOPLE IN PUBLIC LIFE</b>
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The Committee noted the work undertaken by the Democracy Working Group to date. It was considered that links should be made with the Welsh Youth Parliament. The following issues would inform the work of the Democracy Working Group:

- links should be made with the Welsh Youth Parliament
- future registration of 16 and 17 year olds and raising their awareness of voting
- meetings with Powys Youth Forum and the youth team
- links with Youth Councils in schools.

<b>6.</b>	<b>APPOINTMENTS TO OUTSIDE BODIES: SPECIFIC INFORMATION RELATING TO POWYS COUNTY COUNCIL</b>
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The Committee noted the document and the recommendations from the Member Development Working Group. The Committee noted that some Members did report back and that details of appointments to outside bodies was available on the Council website. It was considered that Members appointed to outside bodies at the Council's Annual meeting should make an annual report, to Council, on the work of those outside bodies. These reports should be added to the Council work programme and should not be at meetings which consider the budget or the Annual meeting.

<b>RECOMMENDATION TO FULL COUNCIL:</b>	<b>Reason for decision:</b>
<b>That the Appointments to Outside Bodies: Specific Information Relating to Powys County Council document be approved and that Members appointed to outside bodies at the Council's Annual meeting should make an annual report, to Council, on the work of those outside bodies. These reports should be added to the Council work programme and should not be at meetings which consider the budget or the Annual meeting.</b>	<b>To ensure that a mechanism is in place for reports on the work of outside organisations and the involvement of Members is introduced.</b>

<b>7.</b>	<b>MEMBERS' LOUNGE</b>
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The Committee received an update on the revised plans for the refurbishment and reuse of the Members' Lounge. In response to comments about both lifts being out of action the Property Manager advised that one lift had been fixed the previous day. The Committee noted the proposals.

**County Councillor E Vaughan (Chair)**