

**MINUTES OF A MEETING OF THE DEMOCRATIC SERVICES COMMITTEE HELD  
AT BY TEAMS ON MONDAY, 19 OCTOBER 2020**

**PRESENT**

County Councillor E Vaughan (Chair)

County Councillors J Charlton, L V Corfield, S C Davies, D O Evans, D Jones-Poston,  
D Rowlands, K S Silk, M Weale, R Williams and S L Williams

Apologies for absence were received from County Councillors

<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b>
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There were no apologies for absence.

<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 7 February 2020 as a correct record.

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

County Councillor L Corfield joined the meeting.

<b>4.</b>	<b>CONSTITUTION AND OTHER MATTERS</b>
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**1 Speaking at Council meetings**

The Monitoring Officer advised that this issue had previously been considered by the Committee but the agreed changes to the Constitution had not been implemented and therefore it was appropriate to reconsider the issues.

County Councillor M Weale joined the meeting.

The Committee debated the issue of Council agendas, speakers, management of meetings and amendments to motions. Comment was made on the time allocated to those proposing and seconding motions and whether this could be reduced. Comments was also made on the difficulty in responding to amendments to motions submitted during a meeting.

It was moved and duly seconded to recommend to Council:

- i) to reduce the speaking time for proposers and seconders of motions from 10 minutes and 5 minutes respectively to 5 minutes and 2 minutes respectively and

ii) that amendments to motions should be submitted three days prior to a meeting rather than 5pm the day before the meeting and that these changes be trialled at three Council meetings [excluding the annual meeting].

<b>Recommendation to Council</b>	<b>Reason for recommendation</b>
<p>i) to reduce the speaking time for proposers and seconders of motions from 10 minutes and 5 minutes to 5 minutes and 2 minutes respectively and</p> <p>ii) that amendments to motions should be submitted three days prior to a meeting rather than 5pm the day before the meeting and that these changes be trialled at three Council meetings [excluding the annual meeting].</p>	<p>To review the process for debates at Full Council meetings.</p>

In response to comments the Monitoring Officer advised that when an amendment is submitted officers should consider the financial and other consequences of the amendment and this information should be shared with all members. It was noted that Groups would need to ensure that their meetings are scheduled to enable them to consider the submission of amendments within the required timescale.

In response to a question regarding the start time of Council meetings, the Monitoring Officer advised that this was for the Chair to decide. As meetings were now being held online, the Chair may consider an earlier start time.

## **2. Amendments to the Constitution**

The Committee considered the proposed amendments to the Constitution. It was moved and duly seconded to recommend the changes to the Constitution as recommended by officers.

<b>Recommendation to Council</b>	<b>Reason for recommendation</b>
<p>That the amendments to Parts 4, and 7 of the Constitution be approved.</p>	<p>To review and update the Constitution as necessary.</p>

## **3. Review of Senior Salaries**

The Committee noted the report and that as the Democratic Services Committee [DSC] Chair was not in receipt of a Senior Salary they could participate in the Senior Salaries Working Group.

It was moved and duly seconded to appoint members to the Senior Salaries Working Group.

<b>RESOLVED</b>	<b>Reason for decision</b>
<b>That the following five members be appointed to the Senior Salaries Working: Councillors David Evans, Diane Jones-Poston, Kathryn Silk and Roger Williams and Elwyn Vaughan, DSC Chair.</b>	<b>To appoint a Working Group.</b>

#### **4. Welsh Language Forum**

The Committee considered the report on the establishment of a Welsh Language Forum.

It was moved and duly seconded to support the officer recommendation and that the membership of the Panel should also include an officer with equalities knowledge.

<b>Recommendation to the County Council:</b>	<b>Reason for Recommendation:</b>
<b>(i) That a new cross cutting Panel to promote the Welsh Language and provide oversight for Welsh Language provision within the Council be approved. (ii) That the membership of the Panel as set out in the report be approved with the addition of an officer with equalities knowledge.</b>	<b>To establish a new Panel to promote the Welsh Language and provide oversight for Welsh Language provision within the Council.</b>

#### **5 Scrutiny Improvement**

The Committee noted that the scrutiny improvements had been discussed with Group Leaders. It was noted that the Welsh Local Government Association [WLGA] would provide the mentoring /coaching at no cost. Comment was made that the mentoring /coaching should also be made available to those councillors who may aspire to a role. In response, the Committee was advised that the WLGA had limited time and resources and were providing support to other Councils and so the resources had to be targeted.

It was moved and duly seconded to recommend the proposals to support the continued improvement of scrutiny as recommended by officers.

<b>Recommendation to the County Council:</b>	<b>Reason for recommendation</b>
<b>(i) That to continue the improvement of scrutiny in Powys that the following proposals be approved:</b> <ul style="list-style-type: none"> <li><b>• Mentoring and coaching for Chairs of scrutiny initially and extended to Vice-</b></li> </ul>	<b>To continue the improvement of scrutiny in Powys.</b>

<p><b>Chairs at a later time</b></p> <ul style="list-style-type: none"> <li>• <b>reviews of Chairs</b></li> <li>• <b>Reviews of members of Committees</b></li> </ul> <p><b>(ii) That a mentoring / coaching and review scheme be established and implemented as set out in the report.</b></p>	
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The Chair referred to the minutes of the meeting held in February 2020 and the proposed restructure of Democratic Services, Committee Service and Members Support Service and asked the position of this. The Monitoring Officer advised that the restructure had been put on hold due to the pandemic and that the review would be undertaken.

The Committee noted that the Council was to use Zoom for meetings in public which would ensure the Council meet the Welsh Language requirements. Training would be provided to members prior to using Zoom for the first formal meeting.

**County Councillor E Vaughan (Chair)**