

MINUTES OF A MEETING OF THE DEMOCRATIC SERVICES COMMITTEE HELD AT COUNCIL CHAMBER - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON WEDNESDAY, 30 MARCH 2016

PRESENT

County Councillor S C Davies (Chair)

County Councillors L V Corfield, PJ Ashton, D Bailey, D O Evans, D C Jones, M J Jones and K M Roberts-Jones

1.	APOLOGIES FOR ABSENCE	DSC7 - 2016
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Apologies for absence were received from County Councillors G. Bowker and D.G. Thomas.

2.	MINUTES OF PREVIOUS MEETING	DSC8 - 2016
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The Chair was authorised to sign as a correct record the minutes of the meeting held on 14th January, 2016 as a correct record.

The following was noted:

- Candidate information, Councillor Information pack and Induction Programme – in respect of the Candidate information it was noted that Councillors K. Roberts-Jones and G.J. Bowker had provided a councillor's perspective in respect of a councillor in a rural area and a councillor appointed at the 2012 election.
- Training provided to school governors on safeguarding – details of this training had been forwarded to the safeguarding officers to review and advise as to whether attendance at the latter could count towards councillor development on this topic.

3.	DECLARATIONS OF INTEREST	DSC9 - 2016
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There were no declarations of interest.

4.	MATTERS RELATING TO DEMOCRATIC SERVICES ISSUES	DSC10 - 2016
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The Committee considered the report from the Head of Democratic Services [copy filed with the minutes.]

1. Constitution

Members considered amendments to the following sections of the Constitution:

Section 5 – The Cabinet

Section 7 – Scrutiny Committees

Section 9 – Regulatory Committees – it was noted that the Portfolio Holder for Finance had enquired, the previous day, whether this Portfolio Holder should be a member of the Pensions & Investment Committee in addition to the current Cabinet membership. Officers were reviewing this and it was agreed to approve the changes as detailed in Section 9 and consider any further changes as appropriate in the future.

- Section 10 – Joint Committees
- Section 13 – Responsibility for Functions
- Section 14 – Access to Information Procedure Rules
- Section 16 – Financial Procedure Rules
- Section 19 – Planning Protocol

Section 4 – Full Council – the Committee considered the proposed procedures to consider an amendment to the original substantive motion in the event that a closure motion is moved and seconded. The principle of allowing a member to propose an amendment was agreed. Officers were requested to draft the Rule for inclusion in the Constitution (copy set out in the paragraph below), for circulation to the Committee for approval prior to its consideration by the Council.

4.54.8 in the event that a closure motion under Rule 4.54.1 to 4.54.4 is moved and seconded, the following procedure will apply in the order set out below:

- 4.54.8.1 the closure motion will be voted upon without further debate;
- 4.54.8.2 if an amendment has been moved and seconded before a closure motion has been passed by Full Council, that amendment must be discussed immediately but will be subject to the following restrictions:
 - The debate on the amendment cannot exceed a maximum of 30 minutes in total, save for the exercising of the Chair's discretion.
 - the proposer will have a maximum of 5 minutes to speak on the amendment;
 - the relevant Portfolio Holder(s) will have a maximum of 5 minutes to speak on the amendment;
 - the seconder and all other speakers will have a maximum of 3 minutes to speak on the amendment;
- 4.54.8.3 Full Council will vote on the proposed amendment debated under Rule 4.54.8.2 above.
- 4.54.8.4 a single new amendment to the substantive motion (as amended if appropriate) will be allowed if properly seconded, but will be subject to the following restrictions:
 - the first new amendment proposed and seconded will be considered and no further proposed amendments will be considered;
 - The debate on the new amendment cannot exceed a maximum of 30 minutes in total, save for the exercising of the Chair's discretion.
 - the proposer will have a maximum of 5 minutes to speak on the new amendment;
 - the relevant Portfolio Holder will have a maximum of 5 minutes to speak on the new amendment;
 - the seconder and all other speakers will have a maximum of 3 minutes to speak on the new amendment;
- 4.54.8.5 the new amendment proposed in accordance with Rule 5.54.8.4 will be voted upon.
- 4.54.8.6 the substantive motion (as amended under Rule 4.54.8.2 or Rule 4.54.8.4) will be voted upon.

County Councillor P. Ashton left the meeting.

Section 11 – Officers

Section 18 – Code of Conduct for Members – it was noted that a breach of the Planning Protocol would be a breach of the Members' Code of Conduct.

RECOMMENDED TO COUNCIL	Reason for recommendation
To approve amendments to Sections 4, 5, 7, 9, 10, 13, 14, 16, 18 and 19 of the Constitution.	To update the Constitution.

2. Composition of Committees

The Committee considered the report on the reduction in the membership of committees. It was noted that the current membership of the Democratic Services Committee and Licensing Act 2003 Committee was 15 rather than 14 as stated in the report.

The Head of Democratic Services advised that the Group Leaders had mixed views on the proposed changes but it was noted that reductions would result in cost savings. In response to comments the Head of Democratic Services suggested that Members would need to balance the roles and responsibilities of a Planning Committee of 21 members by comparison to the roles and responsibilities of a Cabinet of 10 who undertook the most strategic decisions in the council, when arguing for the retention of 21 members on the Planning Committee.

RECOMMENDED TO COUNCIL	Reason for recommendation
That the Council considers the membership of Committees.	To progress the Council's budget reduction in reducing the membership of committees.

5.	MEMBER DEVELOPMENT WORKING GROUP	DSC11 - 2016
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The Committee received the notes of the Member Development Working Group held on 6th November, 2015 and 15th January, 2016.

6.	JOINT CHAIRS AND VICE CHAIRS STEERING GROUP - SCRUTINY, AUDIT AND DEMOCRATIC SERVICES COMMITTEES	DSC12 - 2016
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The Committee received the notes of the Joint Chairs and Vice Chairs Steering Group held on 20th November, 2015 and 22nd January, 2016.

With the agreement of the Chair the following information was provided by the Head of Democratic Services:

- Recordings of the Council's webcasts are kept on the Council's website for a period of six months and then archived. The recent webcasts of the schools and budget debates had been taken off the website. He explained that due to changes in the operating system the webcasts had

been taken off in error. As soon as officers were aware of this the webcasts had been uploaded again.

The Committee agreed that the scheduled meeting on 19th April, 2016 would be cancelled.

County Councillor S C Davies (Chair)