

Penallta House,  
Tredomen Park,  
Ystrad Mynach,  
Hengoed CF82 7PG

Ty Penallta,  
Parc Tredomen,  
Ystrad Mynach,  
Hengoed CF82 7PG



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(Tel: 01443 864281 Email: [hughesj@caerphilly.gov.uk](mailto:hughesj@caerphilly.gov.uk))

**Date: 15th November 2023**

To Whom It May Concern,

A multi-locational meeting of the **Democratic Services Committee** will be held in Penallta House and via Microsoft Teams on **Wednesday, 22nd November, 2023** at **5.00 pm** to consider the matters contained in the following agenda. Councillors and the public wishing to speak on any item can do so by making a request to the Chair. You are also welcome to use Welsh at the meeting, both these requests require a minimum notice period of 3 working days.

This meeting will be live streamed and recorded and made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the recording on the Council website at [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Chrissy', enclosed within a large, loopy oval shape.

**Christina Harrhy**  
CHIEF EXECUTIVE

## AGENDA

Pages

- 1 To receive apologies for absence.

A greener place Man gwyrddach



2 Declarations of Interest.

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To approve and sign the following minutes: -

3 Democratic Services Committee held on 20th September 2023.

1 - 4

To receive and consider the following report(s): -

4 Draft Report of The Independent Remuneration Panel For Wales for 2024/2025.

5 - 62

5 Installation of Outlook and Teams on Mobile Phones (Verbal Update).

**Circulation:**

**Councillors** D.T. Davies, G. Ead, A. Farina-Childs, Mrs C. Forehead, A. Hussey, M.P. James (Chair), L. Jeremiah, C.P. Mann, A. McConnell, L. Phipps (Vice Chair), Mrs D. Price, J.A. Pritchard, C. Thomas, A. Whitcombe and J. Winslade

And Appropriate Officers

**HOW WE WILL USE YOUR INFORMATION**

Those individuals that attend committee meetings to speak/give evidence will be named in the minutes of that meeting, sometimes this will include their place of employment or business and opinions expressed. Minutes of Meetings including details of speakers will be publicly available to all via the Council website at [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk). except for discussions involving confidential or exempt items.

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