



DEMOCRATIC SERVICES COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON WEDNESDAY 1ST MARCH 2017 AT 5:00PM

PRESENT:

Councillor C.P. Mann - Chair

Councillors:

D. G. Carter, W. David, Mrs C. Forehead, Ms J.G. Jones, G. Kirby, S. Morgan,
Mrs L. Phipps, Mrs M.E. Sargent, Mrs E. Stenner and J. Taylor.

Together with:

C. Forbes-Thompson (Interim Head of Democratic Services), G. Williams (Acting IT Operations Manager), A. Veronese (Acting IT Development and Support Manager), L. Lane (Corporate Solicitor), A. Dredge (Committee Services Officer).

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors P.J. Bevan, D.T. Davies Vice-Chair, Mrs P.A. Griffiths, G. D. Oliver, Mrs D. Price.

2. DECLARATIONS OF INTEREST

There were no declarations of interest received at the commencement or during the course of the meeting.

3. MINUTES – 17TH NOVEMBER 2016

RESOLVED that the minutes of the meeting held on the 17th November 2016, were approved as a correct record and signed by the Chair.

REPORTS OF OFFICERS

4. MEMBERS ICT HARDWARE PROVISION (DEMONSTRATION)

The Interim Head of Democratic Services gave a brief introduction to this item. She referred Members to the report that was brought to Committee on the 21st September 2016 relating to Bring Your Own Device for Members. At that meeting

Members recommended that a Project Team be created to produce a detailed specification of requirement for Members' access to IT solutions. The group would consider the IT devices and service requirements for Members for the period following the local elections in May 2017. A Group was formed and terms of reference agreed on the 12th January 2017. The Group attended a demonstration with IT on the 23rd February to consider the possible options which consisted of 2 small portable devices. Option A, is a tablet with a touch screen, pen and detachable keyboard, with a Citrix key and a docking station would be available in each of the group rooms. Option B, is a slim laptop with touch screen which stands up and offers both landscape and portrait orientation.

The Acting IT Operations Manager and Acting IT Development and Support Manager provided the Committee with a demonstration of both devices.

Members discussed both options and it was explained that the ModGov application can be accessed on both devices and documents that had been previously opened within a Wi-Fi area could be accessed anywhere and would remain on the device for up to 6 months. Some Members indicated they were happy with the status quo and other Members stated that the devices offer a fantastic opportunity and the best compromise in terms of accessing emails.

Following consideration and discussion, Members indicated their preferred choice would be Option B.

The Chair thanked the Acting IT Operations Manager and Acting IT Development and Support Manager for the demonstration and responding to questions raised during the course of the debate.

5. PROTOCOL FOR ADDRESSING FULL COUNCIL

The Interim Head of Democratic Services sought Members' views in relation to addressing full Council as this issue has recently been raised. The Council's current Constitution states that Members should stand and this is generally agreed by Members.

The Committee discussed the issues of standing and sitting whilst addressing full Council and some Members felt that standing is respectful to the Chair and it is useful for people in the public gallery. Other Members felt that it is not disrespectful to sit and that this should be available for everyone. It should not be a concession for disabled people as this would not be respectful to them. Members were shown a clip of a recent webcast that showed the camera angles of Members both sitting and standing whilst addressing Council.

Following consideration and discussion, Members agreed to revisit this issue following the Council Election in May 2017.

6. UPDATE ON THE COUNCIL'S CONSTITUTION

The Corporate Solicitor introduced the report that provided the Committee with an update and overview of the Council's Constitution following consideration of a report by Council at its meeting on 12th May 2016. The recommendations endorsed by Council were set out in paragraph 4.4 of the report.

The Committee were advised that the Constitution is a “living document” and as such changes are made as and when required to incorporate for example alterations to delegations, terms of reference of committees or the addition of new legislation. Changes made to the Constitution in the last six months were appended to the report.

Members were also advised that changes were also in the process of being made to the Constitution regarding the structure, roles and responsibilities of Licencing Committee. In addition Members were informed that prior to the AGM, Directors and Heads of Service will be asked to consider whether there are any changes required to the Scheme of Delegation which will be presented to Council for consideration in the annual report.

Following consideration and discussion, it was moved and seconded that the recommendation in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that the contents of the report be noted.

Approved as a correct record subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 31st May 2017 there were signed by the Chair

The meeting closed at 6:00pm

CHAIR