

Constitution & Democratic Services Committee

Briefing Session
7th July 2022

Purpose of the session

- Overview of the Committee
- Membership
- What the Committee does
- Workings of the Committee
- Developing a Forward Work Programme

The Constitution & Democratic Services Committee

- Combines the former Constitution and the statutory Democratic Services committees
- It undertakes the detailed consideration of changes to the constitution ahead of recommendation to Council for adoption; and
- It fulfils the role of the statutory role of democratic services Committee with responsibility for examining the support provided to Councillors.
- Also has role of the OSCs Co-Ordination Committee

Committee membership

- The Chair is appointed by the County Council.
- The Chair cannot be a member of any of the political groups that are represented in the Cabinet.
 - Only one member of the committee can be a Cabinet Member.
 - Size and political balance ensure wide representation across political groups

Committee Functions 1

- 1) Reviews the Member development, training etc
- 2) Considers recommendations from the Independent Remuneration Panel for Wales (IRPW).
- 3) Issues relating to the support of Members e.g. adoption of parental leave rules, supply of equipment
- 4) Co-ordination of the work programmes of the five Overview and Scrutiny Committees – not exercised

Committee Functions 2

- 5) Designates the post to be statutory Head of Democratic Services
- 6) Reviews & report on fulfilment of the “Democratic Services functions”
- 7) Makes decisions on a member’s entitlement to family absence under relevant regulations.

Committee workings

- Statutory reports from the Head of Democratic Services to the Committee.
- Statutory reports from the Committee to Full Council.
- Considers changes to Constitution prior to Council – exceptions for
 - Post designations
 - Minor changes procedure

The Forward Work Programme

- Key building blocks:
 - Annual statutory reports - the Overview & Scrutiny annual report, and the Independent Remuneration Panel for Wales's annual report
 - Regular reports – member development, rolling review of Constitution
 - Items suggested by Members
 - Ad hoc reports – timing of meetings, changes to implement statute (e.g. petition scheme, public participation strategy).