

CONSTITUTION AND DEMOCRATIC SERVICES COMMITTEE

Date of Meeting	Thursday, 7 July 2022
Report Subject	Review of the Terms of Reference and Introduction to the Work of the Committee
Report Author	Chief Officer (Governance)

EXECUTIVE SUMMARY

The Committee fulfils a dual role within the Council

- 1) It undertakes the detailed consideration of changes to the constitution ahead of recommendation to Council for adoption; and
- 2) It fulfils the role of the statutory role of democratic services Committee with responsibility for examining the support provided to Councillors.

RECOMMENDATIONS

1	That the work of the Committee is noted.
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REPORT DETAILS

1.00	EXPLAINING THE ROLE OF THE COMMITTEE
1.01	<p>The Committee undertakes the work previously split between the 2 Committees whose names make up its title. The work falls into 2 parts</p> <ol style="list-style-type: none"> 1) Detailed consideration of proposed changes to the constitution prior to them being reported to Council for adoption. This saves time at Council meetings and allows for more detailed consideration of issues; and 2) The statutory role responsibilities of the Democratic Services Committee under the Local Government Measure 2011 to oversee the role of the Head of Democratic Services to support (non-executive) members and promote scrutiny.

1.02	The second role of the Committee has a number of different aspects such as <ul style="list-style-type: none"> 1) Reviewing the programme of training for and attendance by Members; 2) Considering recommendations from the Independent Remuneration Panel for Wales; 3) Issues pertaining to the support of Members e.g. adoption of parental leave rules, supply of laptops etc. 4) Co-ordination of the work programmes of the five Overview and Scrutiny Committees (nominal role only).
1.03	There will be a slide presentation describing the work of the Committee in more detail.

2.00	RESOURCE IMPLICATIONS
2.01	None arising from this report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Not required.

4.00	RISK MANAGEMENT
4.01	No issues arising from this report.

5.00	APPENDICES
5.01	Appendix 1 - Extract from the Constitution containing the Committee's Terms of Reference.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None Contact Officer: Gareth Owens, Chief Officer Governance Telephone: 01352 702344 E-mail: gareth.legal@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	None

