



CYNGOR BWRDEISTREF SIROL
RHONDDA CYNON TAF
COUNTY BOROUGH COUNCIL

COMMITTEE SUMMONS

C Hanagan
Service Director of Democratic Services & Communication
Rhondda Cynon Taf County Borough Council
The Pavilions
Cambrian Park
Clydach Vale CF40 2XX

Meeting Contact: Emma Wilkins - Democratic Services (01443 424110)

YOU ARE SUMMONED to a meeting of **DEMOCRATIC SERVICES COMMITTEE** to be held at the **Committee Room 1, The Pavilions, Cambrian Park, Clydach Vale, Tonypanyd, CF40 2XX** on **WEDNESDAY, 17TH JULY, 2019** at **5.00 PM.**

AGENDA

**Page
No's**

1. DECLARATION OF INTEREST

To receive disclosures of personal interest from Members in accordance with the Code of Conduct

Note:

1. Members are requested to identify the item number and subject matter that their interest relates to and signify the nature of the personal interest: and
2. Where Members withdraw from a meeting as a consequence of the disclosure of a prejudicial interest they must notify the Chairman when they leave.

2. MINUTES

To receive as an accurate record the minutes of the Democratic Services Committee meeting held on 19th March 2019.

5 - 10

3. DESIGNATION OF THE HEAD OF DEMOCRATIC SERVICES

To receive the report of the Chief Executive in respect of the designation of the Head of Democratic Services.

11 - 14

- 4. COUNCIL BUSINESS UNIT AND RESEARCH SUPPORT FOR MEMBERS**

To receive the Interim Head of Democratic Services, advising Members of the support available through the Council Business Unit with specific reference to independent research support for Members.

15 - 18
- 5. DEMOCRATIC SERVICES -SUPPORT PROVISION FOR MEMBERS WORKING GROUP - IMPLEMENTATION PLAN UPDATE**

To receive an update in respect of an implementation plan following the recommendations of the Democratic Services Working Group in relation to support provision for Members.

19 - 26
- 6. UPDATE REPORT**

To receive an update report form the Interim Head of Democratic Services providing Members with details of the work being undertaken by officers following a range of decisions and directives from the Democratic Services Committee.

27 - 32
- 7. PETITIONS CRITERIA**

To receive the report of the Interim Head of Democratic Services providing Members with details of the proposed criteria in respect of publication of Petitions.

33 - 36
- 8. MEMBER SURVEY - CONSIDERATION OF FEEDBACK**

To consider the feedback of Members following the Member survey that was undertaken during April 2019 and any actions to be taken forward as appropriate.

37 - 44
- 9. OFFICE 365**

To receive a PowerPoint presentation from Officers of ICT providing Members with details of Office 365 and its intended roll out across the Council.
- 10. URGENT BUSINESS**

To consider any items, which the Chairman, by reason of special circumstances, is of the opinion should be considered at the meeting as a matter of urgency

Service Director of Democratic Services & Communication

Circulation:-

The Chair and Vice-Chair of the Democratic Services Committee
(County Borough Councillor M Diamond and County Borough Councillor M Webber
respectively)

County Borough Councillors:

Councillor M Adams, Councillor J Bonetto, Councillor J Brencher,
Councillor G Caple, Councillor A Davies-Jones, Councillor H Fychan,
Councillor K Morgan, Councillor S Rees, Councillor E Stephens,
Councillor W Treeby, Councillor S Powderhill and Councillor L Walker

Chris Bradshaw, Chief Executive

Christian Hanagan, Service Director of Democratic Services & Communication

Andy Wilkins, Director of Legal Services