



CYNGOR BWRDEISTREF SIROL
RHONDDA CYNON TAF
COUNTY BOROUGH COUNCIL

COMMITTEE SUMMONS

C Hanagan
Director of Communications & Interim Head of Democratic Services
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 **Council Chamber, The Pavilions, Cambrian Park, Clydach Vale, Tonypanyd, CF40 2XX** on **MONDAY, 12TH NOVEMBER, 2018** 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 the minutes of the Democratic Services Committee held on 23rd July, 2018 as an accurate record.

5 - 8

REPORTS OF THE INTERIM HEAD OF DEMOCRATIC SERVICES

3. SUPPORT FOR MEMBERS

Updating Members on the provision of staff, resources and accommodation available to support Members in their role.

9 - 18

4. RECORDING OF MEMBER ATTENDANCE

Advising Members of the current position in respect of recording attendance and to recommend a way forward for all Committee meetings.

19 - 24

5. MEMBERS CHARTER

Providing Members with an update into the current position of the Council in respect of the Members Charter.

25 - 78

6. DOCUMENT MANAGEMENT - PAPERLESS APPROACH

Providing Members with an update on the Council's paperless approach to Committee meetings.

79 - 90

7. TELEPHONE PROVISION

Advising Members of the proposed way forward in respect of telephone provision for Elected Members.

91 - 96

8. GENERAL DATA PROTECTION REGULATION

Identify the training needs and opportunities going forward for all Elected Members in respect of General Data Protection Regulations.

97 - 100

INDEPENDENT REMUNERATION PANEL

9. INDEPENDENT REMUNERATION PANEL FOR WALES DRAFT ANNUAL REPORT - FEBRUARY 2019

For Information - the [Draft Annual IRP report](#).

N.B - In order to meet the Measure's requirement to publish this report by 28th February 2019, any representations you may wish to make about this report should be received by no later than **27 November 2018**

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

Director of Communications & Interim Head of Democratic Services

Circulation:-

The Chair and Vice-Chair of the Democratic Services Committee
(County Borough Councillor G Davies 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 J James, Councillor K Morgan, Councillor S Rees, Councillor E Stephens,
Councillor G Thomas, Councillor W Treeby and Councillor L Walker

Chris Bradshaw, Chief Executive

Christian Hanagan, Director of Communications & Interim Head of Democratic
Services