



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 **Block F, The Pavilions, Cambrian Park, Clydach Vale, Tonypany, CF40 2XX** on **TUESDAY, 19TH MARCH, 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 the minutes of the previous meeting of the Democratic Services Committee held on 12TH November, 2018.

3 - 10

3. SUPPORT PROVISION - WORKING GROUP

To consider the report and recommendations of the Democratic Services Working Group which undertook a review of the ICT and training support provision available to Members.

11 - 30

4. **GDPR REQUIREMENTS FOR ELECTED MEMBERS (CASEWORK)**
 To receive the Principal Information Management & Data Protection Officer providing Members with details of the GDPR requirements for Elected Members in relation to casework.
31 - 46

5. **MEMBERS SURVEY AND PORTAL.**
 To receive the report of the Interim Head of Democratic Services providing Members with a draft survey for comment and for consideration into the development of a Members Portal.
47 - 62

6. **LONE WORKING POLICY.**
 To consider the development of a lone working policy for Elected Members.
63 - 66

7. **NOTIFICATION TO MEMBERS - POLICY CONSIDERATION**
 To consider the development of a 'notification to Members' policy for Elected Members.
67 - 70

8. **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 K Morgan, Councillor S Rees, Councillor E Stephens,
 Councillor G Thomas, Councillor W Treeby, Councillor S Powderhill and
 Councillor L Walker

Chris Bradshaw, Chief Executive
 Christian Hanagan, Director of Communications & Interim Head of Democratic Services