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County Hall
Rhadyr
Usk
NP15 1GA

Friday, 2 June 2023

Notice of meeting

Democratic Services Committee

Monday, 12th June, 2023 at 2.00 pm,
Conference Room, County Hall, Usk

AGENDA

Item No	Item	Pages
1.	To note the appointment of County Councillor Ann Webb as Chair	
2.	To appoint a Vice Chair	
3.	Apologies for absence	
4.	Declarations of interest	
5.	To confirm the minutes of the previous meeting	1 - 2
6.	All councillors teams channel & chatbot	Verbal Report
7.	Area Committees	Verbal Report
8.	Date of next meeting - 9th October 2023	

Paul Matthews

Chief Executive / Prif Weithredwr

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillor Louise Brown	Shirenewton;	Welsh Conservative Party
County Councillor Tomos Dafydd Davies	Llanfoist & Govilon;	Welsh Conservative Party
County Councillor Meirion Howells	Llanbadoc & Usk;	Independent
County Councillor David Jones	Crucorney;	Independent Group
County Councillor Su McConnel	Croesonen;	Welsh Labour/Llafur Cymru
County Councillor Maria Stevens	Severn;	Welsh Labour/Llafur Cymru
County Councillor Peter Strong	Rogiet;	Welsh Labour/Llafur Cymru
County Councillor Armand Watts	Bulwark and Thornwell;	Welsh Labour/Llafur Cymru
County Councillor Laura Wright	Grofield;	Welsh Labour/Llafur Cymru
County Councillor Jill Bond	West End;	Welsh Labour/Llafur Cymru
County Councillor Rachel Buckler	Devauden;	Welsh Conservative Party
County Councillor Ann Webb	St Arvans;	Welsh Conservative Party

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Public Information

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Watch this meeting online

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Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Aims and Values of Monmouthshire County Council

Our purpose

Building Sustainable and Resilient Communities

Objectives we are working towards

- Giving people the best possible start in life
- A thriving and connected county
- Maximise the Potential of the natural and built environment
- Lifelong well-being
- A future focused council

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

Kindness: We will show kindness to all those we work with putting the importance of relationships and the connections we have with one another at the heart of all interactions.

Public Document Pack Agenda Item 5

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Democratic Services Committee held
at Conference Room - Usk, NP15 1AD on Monday, 20th March, 2023 at 2.00 pm**

PRESENT: County Councillor David Jones (Chair)

County Councillors: Louise Brown, Meirion Howells, Penny Jones, Su McConnel, Maria Stevens, Peter Strong, Armand Watts, Laura Wright, Jill Bond, Rachel Buckler and Ann Webb (substitute for Tomos Davies)

OFFICERS IN ATTENDANCE:

Matt Phillips	Chief Officer People and Governance and Monitoring Officer
John Pearson	Local Democracy Manager

1. Declarations of interest

None.

2. Minutes of the previous meeting

The minutes of the meeting held on 23rd January were approved.

3. Timing of Full Council Meetings - Survey Response

The Local Democracy Officer presented the report for the Committee to consider the responses to the member survey on a preferred timing for full council meetings with a view to making it a recommendation to Full Council.

The survey was issues to all Members following discussion at the previous meeting of the Democratic Services Committee. 29 responses were received and were attached to the report

The responses indicated that alternating the start time would not be a preferred option. Members recognised a number of comments around caring responsibilities and we heard that councillors are entitled to reimbursement of the costs of care.

It was suggested that an issue could relate to the length of the meeting rather than the start time.

There was some disappointment in the number of responses.

Upon being put to the vote the recommendation was accepted:

That a start time of 14.00pm should remain for meetings of full Council.

4. Constitution

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Democratic Services Committee held at Conference Room - Usk, NP15 1AD on Monday, 20th March, 2023 at 2.00 pm

The Chief Officer for People and Governance/Monitoring Officer presented the draft Constitution for consideration ahead of taking it to Full Council in May 2023.

We noted that following the debate around Budget 2023, an additional meeting of Council had been added to 29th February 2024.

Members were advised that the changes were highlighted as tracked changes in the document.

Members were provided with reassurance around the submission of amendments to reports

There was concern around the Standing Advisory Council for Religious Education being replaced by the Standing Advisory Council, considering that SACRE would still be in existence until September 2024. The Chief Officer assured Members that both SAC and SACRE would be covered under one committee, which could be titled SAC/SACRE. The Monitoring Officer advised that any further concerns be directed to the relevant officers.

It was proposed that recommendation 3.3 "*The Monitoring Officer is delegated authority to make editorial and legal changes to the Constitution and has committed to bringing the document to Council each year to inform Council of any changes that have been made. Substantive amendments still require Full Council approval regardless*" be removed from the report, and that it should be Full Council who adapt or make changes to the Constitution.

In response to a question on the proposal it was confirmed that this would result in Full Council having to receive a report on every change. In doing so, Members were reminded that the updated Constitution is taken to Democratic Services Committee and then Full Council annually, allowing Council to take decision on any changes.

Members agreed that Key Issue 3.3 should remain in the document.

The Monitoring Officer noted the comments raised.

5. Date of next meeting - 12th June 2023

Noted.

The meeting ended at 3.45 pm