



CYNGOR BWRDEISTREF SIROL
RHONDDA CYNON TAF
COUNTY BOROUGH COUNCIL

GWŶS I GYFARFOD O'R CYNGOR

C.Hanagan
Cyfarwyddwr Gwasanaeth y Gwasanaethau Democrataidd a Chyfathrebu
Cyngor Bwrdeistref Sirol Rhondda Cynon Taf
Y Pafiliynau
Parc Hen Lofa'r Cambrian
Cwm Clydach CF40 2XX

Dolen gyswllt: Julia Nicholls - Gwasanaethau Democrataidd (01443 424098)

DYMA WŶS I CHI i gyfarfod rhithwir o **PWYLLGOR Y GWASANAETHAU DEMOCRATAIDD** yn cael ei gynnal ar **DYDD LLUN, 30AIN TACHWEDD, 2020** am **5.00 PM**.

AGENDA

Tudalennau

1. DATGANIAD O FUDDIANT

Derbyn datganiadau o fuddiannau personol gan Gynghorwyr, yn unol â gofynion Cod Ymddygiad y Cyngor.

Nodwch:

1. Mae gofyn i Aelodau ddatgan rhif a phwnc yr agendwm mae eu buddiant yn ymwneud ag ef a mynegi natur y buddiant personol hwnnw; a
2. Lle bo Aelodau'n ymneilltuo o'r cyfarfod o ganlyniad i ddatgelu buddiant sy'n rhagfarnu, rhaid iddyn nhw roi gwybod i'r Cadeirydd pan fyddan nhw'n gadael.

2. COFNODION

Derbyn cofnodion o gyfarfod blaenorol Pwyllgor y Gwasanaethau Democrataidd a gafodd ei gynnal ar 1 Hydref 2020.

5 - 10

3. RHAGLEN WAITH DDRAFFT 2020/21

Derbyn adroddiad y Pennaeth Gwasanaethau Democrataidd, sy'n cyflwyno rhaglen waith ddrafft i'w hystyried gan y Pwyllgor.

4. DIGONOLRWYDD ADNODDAU

Derbyn adroddiad Pennaeth y Gwasanaethau Democraidaidd sy'n rhoi manylion i'r aelodau am y cymorth sydd ar gael iddyn nhw.

5. GWELLIANNAU MYNEDIAD AC YMGYSYLLTU I SIAMBR Y CYNGOR

Trafod adroddiad Pennaeth y Gwasanaethau Democraidaidd sy'n rhannu'r newyddion diweddaraf ag Aelodau mewn perthynas â'r trefniadau ar gyfer darlledu cyfarfodydd pwyllgor a gwelliannau mynediad a hygyrchedd mewn perthynas â'r Siambr.

6. YMGYNGHORIAD ABSENOLDEB MABWYSIADU - NEWIDIADAU I'R CYFNOD ABSENOLDEB MABWYSIADU AR GYFER AELODAU ETHOLEDIG

Mae'r ddolen isod i'r ymgynghoriad ar y newidiadau i'r cyfnod absenoldeb, o 2 i 26 wythnos, ar gyfer cynghorwyr sy'n mabwysiadu plentyn. Mae'r ymgynghoriad yn fyw am 8 wythnos o 3 Tachwedd 2020: -

https://llyw.cymru/absenoldeb-mabwysiadu-i-gynghorwyr-awdurdodau-lleol?_ga=2.61889132.1759449596.1606124091-2123980753.1602840563

7. MATERION BRYS

Trafod unrhyw faterion sydd, yn ôl doethineb y Cadeirydd, yn faterion brys yng ngoleuni amgylchiadau arbennig

Cyfarwyddwr Gwasanaeth y Gwasanaethau Democraidaidd a Chyfathrebu**Cylchreliad:-**

(Y Cynghorwyr Bwrdeistref Sirol Y Cynghorydd M Diamond a Y Cynghorydd M Webber – Cadeirydd ac Is-gadeirydd, yn y drefn honno)

Y Cynghorwyr Bwrdeistref Sirol:

Y Cynghorydd M Adams, Y Cynghorydd J Bonetto, Y Cynghorydd J Brencher, Y Cynghorydd G Caple, Y Cynghorydd J Edwards, Y Cynghorydd H Fychan, Y Cynghorydd K Morgan, Y Cynghorydd S Rees, Y Cynghorydd E Stephens, Y Cynghorydd G Jones, Y Cynghorydd S Powderhill and Y Cynghorydd L Walker

Chris Bradshaw, Prif Weithredwr

Christian Hanagan, Cyfarwyddwr Gwasanaeth y Gwasanaethau Democraidaidd a Chyfathrebu

Andy Wilkins, Cyfarwyddwr y Gwasanaethau Cyfreithiol

Tudalen wag

RHONDDA CYNON TAF COUNCIL DEMOCRATIC SERVICES COMMITTEE

Minutes of the virtual meeting of the Democratic Services Committee held on Thursday, 1 October 2020 at 5.00 pm.

Democratic Services Committee Members in attendance:-

Councillor M Diamond (Chair)

Councillor M Webber Councillor J Bonetto
Councillor J Brencher Councillor G Caple
Councillor L Walker Councillor J Edwards

Officers in attendance

Mr C Hanagan, Service Director of Democratic Services & Communication

25 APOLOGIES

An apology of absence was received from County Borough Councillors L M Adams, H Fychan, G Jones, K Morgan, S Rees, S Powderhill and E Stephens.

26 Change to the Order of the Agenda

The Chair advised there would be a change to the order of the agenda in that agenda items 6 and 9 would be considered together.

27 Declaration of Interest

In accordance with the Council's Code of Conduct, there were no declarations made pertaining to the agenda.

28 Minutes

It was **RESOLVED** to approve the minutes of the 8th January 2020 as an accurate reflection of the meeting.

29 Members Portal Demonstration

The Service Director Democratic Services and Communications advised that subject to Members' approval and agreement, the Democratic Services Committee would monitor the progress of the Portal and subsequent roll out to all Members. The Portal has been developed in conjunction with the Customer Services team and Council Business Unit to ensure its compatibility and relevance.

The Customer Service Programme Manager provided an overview of the portal's functionality and advised that, for the purposes of the demonstration, the following three programmes have been developed in conjunction with the

Council Business Unit; how to submit a question to Council, declaration of interest at a meeting and submitting a Call-in.

Members were informed that other features would include ward based maps for planning applications, the latest updates from the council website and it would be fully integrated with the Modern.Gov system. Eventually it is anticipated that Members will be able to submit requests and map issues that have been flagged within their individual wards and the portal will provide statistical information, compiled from the Council's customer reporting system ('The CRM').

Following the demonstration to Committee which highlighted the functionality of the three programmes the Service Director explained that additional developments to the portal would be incremental and the system would be operational alongside the current, more traditional processes and from 2022 the portal would become the default approach to Member engagement.

The Customer Service Programme Manager confirmed that the system has the additional functionality of being able to upload images which would complement any local members' submissions to the portal via the reporting pages

Members discussed other aspects of the portal functionality and **RESOLVED** to note the progress made to date and continued development of the system and to receive future demonstrations to the Democratic Services Committee on an incremental basis.

30 Webcasting Provision

The Head of Democratic Services provided Members with an update in respect of the introduction arrangements to enable the broadcasting of committee meetings and access and accessibility improvements to the Chamber.

Members were reminded that the Council's response to the roll out of the virtual platform to enable formal committee meetings has been positive and well received and the Head of Democratic Services alluded to a hybrid meeting approach via the new technology, which would be installed early in the autumn, and the ability to use the infrastructure to enhance the current virtual approach such as live streaming. It was advised that the technology would be rolled out on an incremental basis and a comprehensive training programme developed to allow Members sufficient opportunity to gain experience with the webcasting provision.

In the short to medium term the Head of Democratic Services reflected on the need to consider and adapt the Council's Standing Orders and Rules of Procedure to the new infrastructure in place, through the Constitution & Governance Committee and subsequently Full Council.

The Head of Democratic Services advised that discussions would continue with Group Leaders in respect of these developments and future roll-out plans.

Members were able to view photographs of the improvements to the Council Chamber before discussions and questions were asked about the implementation of the webcasting provision.

The Vice Chair requested that a visit to the Chamber is arranged for herself and the Chair to see the improvements to the Chamber first hand.

The Head of Democratic Services explained how arrangements for a hybrid meeting would be undertaken, with up to 29 Elected Members physically present in the Council Chamber (under current Covid-19 restrictions) but with the potential, under normal circumstances, for the full 75 individual Members to attend in person or virtually.

The Chair acknowledged the benefits of the webcasting provision for both Elected Members and local residents by creating more opportunities for the public to access council business

In conclusion, the Head of Democratic Services referred to other benefits such as interlinking with the Modern.Gov system, recording Members' attendance and the electronic voting system which would represent a positive demonstration of accountability and transparency.

Following discussion Members **RESOLVED** to :-

- Note the development of the provision of webcasting within Rhondda Cynon Taf Council, in line with the potential proposals within the Local Government Elections Bill, which deliver upon 'in principal' support provided by members previously to broadcast Council meetings;
- Support the development of webcasting to further assist with the promotion of public engagement and transparency of decision making by the Council;
- Note the improvements technology and accessibility which can support diversity and engagement in local government moving forward; and
- Support a future site visit to the Council Chamber by the Chair and Vice Chair of the Democratic Services Committee.

31 **Members' Survey**

The Head of Democratic Services presented his report in respect of feedback obtained from the recent Member survey undertaken during August 2020 which captured information about the support provided to Members to assist them in undertaking their role and identify areas where the Council Business Unit can improve or change current arrangements. He advised that there is a statutory requirement for the Council to survey the views of its Members in relation to the calendar of meetings and the provision of support and resources to non-executive members. Views had also been sought in relation to other services which are equally important to inform future provision for Members. He advised that the findings in relation to the timings of meetings are not binding but provide a basis for individual Committee Chairs to determine the start times of their respective committees.

The Head of Democratic Services thanked Members for their positive comments for the services provided to them by the Council Business Unit which would inform future developments and support provision.

The Vice Chair acknowledged the flexibility required particularly in respect of the timings of virtual meetings

It was **RESOLVED** to:

- Note the feedback obtained from the Member Survey 2019/2020 as outlined within the report; and
- Acknowledge that the timings of meetings set out in the report are subject to change and for the individual Chairs of Committees to use as a basis when determining their respective start times.

32 Independent Remuneration Panel for Wales (IRP) -Reimbursement of Costs of Care

As previously indicated by the Chair of the Democratic Services Committee, it was the intention to consider Agenda Item 6, the Reimbursement of Costs of Care in conjunction with Agenda item 9, Independent Remuneration Panel for Wales: draft annual report 2021 to 2022.

The Head of Democratic Services advised that following publication of the papers for this meeting, the Independent Remuneration Panel for Wales has subsequently published its draft Annual Report for the 2021-2022 Municipal Year. Members were informed that the Chair of the Committee and the Head of Democratic Services had been invited to a meeting with the Panel at the end of October to provide feedback in respect of the IRP draft annual report.

The Head of Democratic Services highlighted the key issues for Members to note within the IRP report such as the modest raise of £150 in the basic salary and the importance of the Council actively promoting information relating to the costs of care for Members. He advised that in line with the IRP proposals, formal care costs are to be reimbursed in full and informal (unregistered) care costs are to be reimbursed up to a maximum rate equivalent to the Real Living Wage at the time the costs are incurred. It was proposed that the costs are promoted through the Members Portal and through publicity material which could also be used to champion diversity amongst Local Government candidates in advance of the 2022 Local Government Elections.

The Vice Chair supported the actions proposed to actively promote the Independent Remuneration Panel for Wales' (IRPW) determination in relation to the Reimbursement of Costs of Care and encourage the take up of the reimbursement by all Elected Members which may also encourage others to stand as candidates in the forthcoming Local Elections in May 2022.

Following discussion it was **RESOLVED** that:-

- The Independent Remuneration Panel for Wales' (IRPW) determination in relation to the Reimbursement of Costs of Care is actively promoted amongst all Elected Members through a variety of means such as the Members Portal; and
- The reimbursement of Costs of Care is also included in pre-election materials to ensure future, potential candidates are aware of the financial support is available to them.

33 Democratic Services Committee Annual Report 2019-2020

The Head of Democratic Services sought Members' approval of the Democratic Services Annual Report for the 2019/2020 Municipal Year which provides a summary of the Committee's work throughout the year. The Head of Democratic Services advised that the Annual Report would be reported to a future Council meeting following approval by Committee.

Following consideration of the Annual Report, the Chair thanked all committee members for their work over the past twelve months and the Vice Chair for her continued support.

The Vice Chair thanked the Chair and acknowledged their good working relationship over the last 12 months. The Vice Chair advised that other Committee Chairs would also have the opportunity to present their annual reports to a future Council meeting.

It was **RESOLVED** to:-

- Note the contents of the Democratic Services Committee Annual Report 2019/2020; and
- Endorse the report to a future meeting of the Council.

34 Written statement from the Minister for Housing and Local Government

The Head of Democratic Services reported that the Statement by the Minister for Housing and Local Government, which had been recently published, was looking to take forward a number of issues contained within the Local Government Bill and some other broader proposals to increase diversity across local government at both a community and county borough level and it was appropriate to bring the statement to members' attention and for the Democratic Services Committee to consider the proposals within the statement.

The Head of Democratic Services referred to the actions within the annexe of the report, as set out on page 58, regarding the publication of members' addresses, promotion of high conduct standards, the electronic broadcasting of meetings and job sharing opportunities. As many of the matters sit within the remit of the Democratic Services Committee its approval to establish a Working Group was sought to facilitate Members discussions and consider the detail behind the proposals with a view to formulating recommendations for agreement by the wider committee.

In conclusion, the Head of Democratic Services advised that the working group would be well placed to comply with some of the future Local Government Bill arrangements. Any recommendations to be implemented would be referred back to the committee for its approval.

The Chair suggested that, as a number of Members were not present at the meeting, the opportunity to sit on the working group should also be afforded to them via notification following the meeting. The Vice Chair welcomed the proposal to establish a Working Group to support and enhance diversity within the local authority.

A member of the Committee also welcomed some of the key points raised within the Ministerial Statement such as maximising the work/life balance by increasing

remote access to meetings and the promotion of the care packages and support for those with disabled responsibilities. The Member stated that it offered a further opportunity for the local authority to improve on its current arrangements.

Following discussion it was **RESOLVED** to:

- Acknowledge the contents of the written statement by the Minister for Housing & Local Government in respect of phase 2 of the Diversity in Democracy Programme; and
- Establish a working group to consider the detail within the proposals and refer any recommendations back to the wider Committee (for an invitation to participate in the working group to be extended to those members not in attendance at the meeting).

This meeting closed at 6.00 pm

**Cllr M Diamond
Chairman.**

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

DEMOCRATIC SERVICES COMMITTEE

30th NOVEMBER 2020

DRAFT WORK PROGRAMME: 2020- 2021 MUNICIPAL YEAR.

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

1. PURPOSE OF THE REPORT

- 1.1 To present, for Members' comment and approval, a Work Programme on the proposed list of matters requiring consideration by the Committee during the 2020-2021 Municipal Year.

2. RECOMMENDATIONS

- 2.1 To develop a Forward Work Programme (FWP) which includes items for future prioritisation and consideration by the Democratic Services Committee; and
- 2.2 To agree a schedule of meetings for future Democratic Services Committees.

3. REASONS FOR RECOMMENDATIONS

- 3.1 The need to provide a draft work programme which is an important tool and manages the committee's work and assists in making it more effective.

4. COMMITTEE REPORTS

- 4.1 An effective FWP will identify the issues that the Democratic Services Committee wishes to focus on throughout the year and it is proposed that it is a rolling work programme for the 2020 - 2021 Municipal Year.
- 4.2 It is proposed that the forward work programme will remain flexible and will be revisited at each meeting. It may be subject to further change to take into account any additional reports, including any new consultative documents or legislative initiatives from the Welsh Government, which require urgent attention.
- 4.3 Once agreed, the 2020 - 2021 Work Programme will be published on the relevant Council webpages to promote good governance and transparency.

5. CONSULTATION / INVOLVEMENT

- 5.1 The draft work programme has been compiled by the Head of Democratic Services in discussion with the Chair and Vice Chair of the Committee, considering items previously considered and items recently discussed at Committee meetings.

6. EQUALITY AND DIVERSITY IMPLICATIONS

- 6.1 An Equality Impact Assessment is not needed because the contents of the report are for information purposes only.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no financial implications aligned to this report.

8. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 8.1 None

9. LINKS TO THE COUNCILS CORPORATE PLAN / OTHER CORPORATE PRIORITIES.

- 9.1 The draft work programme encompasses all of the Council priorities as it indicates reports coming forward across the Directorates which may impact upon the Council's corporate priorities and others. It also embraces the Future Generations Acts as all future decisions taken by the Committee seek to improve the social, economic, environmental and cultural well-being of the County Borough.

10. CONCLUSION

- 10.1 A draft work programme for the 2020-2021 Municipal Year is attached.

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

DEMOCRATIC SERVICES COMMITTEE

30TH NOVEMBER 2020

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

Item: WORK PROGRAMME: 2020- 2021 MUNICIPAL YEAR.

Background Papers

- None.

Officer to contact: Julia Nicholls, Democratic Services

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Democratic Services Committee – DRAFT Work Programme 2020 -21.

| NOVEMBER 2020 | | |
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| ITEM | PURPOSE | AUTHOR |
| <ul style="list-style-type: none"> Resources Report | To receive an update in respect of the resource provision for Democratic Services | Head of Democratic Services |
| <ul style="list-style-type: none"> Work Programme | To consider a draft work programme (2020/21) to assist Members in their work | Head of Democratic Services |
| <ul style="list-style-type: none"> Webcasting Update | To receive an update in respect of the review of the Chamber and webcasting provision. | Head of Democratic Services |
| <ul style="list-style-type: none"> Family Absence Consultation | To advise on the consultation on changes to adopters absence from 2 to 26 weeks for councillors. | Head of Democratic Services |
| JANUARY 2021 | | |
| <ul style="list-style-type: none"> Members Portal – Development stages | To consider any updates in respect of the development of the Members Portal | Head of Democratic Services/ Customer Service Programme Manager |
| <ul style="list-style-type: none"> Webcasting Update | To receive an update in respect of the incremental roll out of the live webcasting provision | Head of Democratic Services |
| <ul style="list-style-type: none"> Update on the work of the Working Group ‘Diversity in Democracy’ | To receive an update in respect of the progress of the working group | Head of Democratic Services |
| <ul style="list-style-type: none"> Member training | To receive details of training being provided to Members following the PDR process | Head of Democratic Services Head of HR Development. |
| APRIL 2021 | | |
| <ul style="list-style-type: none"> Members Portal – Development stages | To consider any updates in respect of the development of the Members Portal | Head of Democratic Services |
| <ul style="list-style-type: none"> Draft Democratic Services Committee Annual Report 2020/21 | To consider the draft Democratic Services Committee Annual Report 2020/21 | Head of Democratic Services |
| <ul style="list-style-type: none"> Review of Petitions Criteria | To review the criteria following the decision taken by the Committee on the 17 th July 2019 | Head of Democratic Services |
| <ul style="list-style-type: none"> Extending the franchise to 16-17 year olds –how the council is | To receive an update in respect of the actions taken to date | Head of Democratic |

| | | |
|--|---|-------------------------------------|
| young people to make informed decisions at future elections | | Services/Director of Legal Services |
| <ul style="list-style-type: none"> Members Survey | To consider whether Members wish to undertake a Members survey | Head of Democratic Services |
| JULY 2021 | | |
| <ul style="list-style-type: none"> Review of Scrutiny Research take up and criteria | To review the take up and criteria in respect of the research facility available to Members | Head of Democratic Services |
| <ul style="list-style-type: none"> Work Programme | To consider a draft work programme (2021/22) to assist Members in their work | Head of Democratic Services |
| <ul style="list-style-type: none"> Resources Report | To receive an update in respect of the resource provision for Democratic Services | Head of Democratic Services |



RHONDDA CYNON TAF

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

DEMOCRATIC SERVICES COMMITTEE

30th NOVEMBER 2020

SUFFICIENCY OF RESOURCES REPORT

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

1. PURPOSE OF REPORT

To update Members on the provision of staff, resources and accommodation available to support Members in their role as set out within the Local Government (Wales) Measure 2011 (the “Measure”).

2. RECOMMENDATIONS

2.1 It is recommended that the Democratic Services Committee:

- (i) Notes the overall support available to elected Members, as set out in section 4 of the report;
- (ii) Notes the view of the Head of Democratic Services, as set out in section 6 of the report; and
- (iii) Agrees that the levels of staff, accommodation and other resources are adequate at the present time and that a further report be presented to this Committee by the Head of Democratic Services on the sufficiency of resources for Members’ support following the Council’s Annual General Meeting in May 2021.

3. BACKGROUND

3.1 The Measure established the statutory requirement for Local Authorities to appoint a Democratic Services Committee to oversee the democratic services functions of the Council, ensuring that those functions are adequately resourced.

3.2 The Council’s Democratic Services Committee was established at the Council’s Annual General Meeting in May 2012.

3.3 The Council, through its Democratic Services Committee must appoint an officer as the statutory Head of Democratic Services. This Officer, who is afforded statutory protection, is responsible for determining the appropriate

level of support and facilities to enable members to effectively discharge their role as part of the democratic processes of the local authority.

- 3.4 The Independent Remuneration Panel for Wales state in their 2019-2020 Annual Report that it is the responsibility of the Council, through its Democratic Services Committee, to provide support based on an assessment of the needs of its Members.
- 3.5 In accordance with the Measure and the Committee's agreed terms of reference the Committee has a responsibility to keep under review the provision of staff, accommodation and other resources made available to the Head of Democratic Services, in order to ensure that it is adequate for the responsibilities of the post. The Head of Democratic Services in turn is responsible for making recommendations to the Committee to enable such determinations to be made.
- 3.6 At the Council's twenty third annual general meeting, Members considered the review undertaken in respect of Overview and Scrutiny 'Fit for the Future' and agreed that the Terms of Reference for each of the scrutiny Committees be reviewed and refined to assist in the WAO recommendations for the Council to 'strengthen the support for scrutiny, including scrutiny capacity and Member training'.
- 3.7 Positive changes continue to be progressed in respect of the Council's scrutiny arrangements. Despite the challenges presented by Covid, and the initial suspension of meetings during April, the Council's updated approaches to scrutiny continue to enhance committee's ownership of their work programmes.
- 3.8 The current available resources (combined with a brief synopsis of the support provided by the team within the Council Business Unit) is provided within section 4 of the report below (Democratic, Scrutiny, Executive & Regulatory and Members' Services).
- 3.9 A Survey of Members views on the support provided by the Unit was undertaken in August 2020, with the results reported to the October meet of the Democratic Services Committee. **The feedback provided a positive endorsement of the support provided to members** and demonstrated recognition of the improvements delivered over the course of the last year.

4. RESOURCES

- 4.1 The changes introduced in 2018, which significantly enhanced the support available to all members, through the amalgamation of two previously separate teams. The two previously separate team which now make-up the 'Council Business Unit' provides significantly improved capacity to support the role of non-executive members and also supported the enhancements made to democratic and scrutiny processes, which were proposed as part of the 'fit for the future' review.

- 4.2 In addition to these changes, the need to provide research support for non-executive members was identified as weakness in the provision of services provided. As a result the Head of Democratic Services secured corporate support to fund a graduate position to provide this function to non-executive members. The Graduate placement and the supporting funding concluded in August 2020. In recognition of this important addition to the service provided to non-executive members, **permanent funding support has been secured for this additional role and the graduate placement has secured this now permanent position within the service. This position will continue to provide a scrutiny research resource for Non-Executive Members to support their scrutiny responsibilities and wider elected member roles.** The Head of Democratic Services is keen to promote this research opportunity to Members and it is hoped that this will be a useful research tool for Members to utilise going forward.
- 4.3 Due to the increasing demands placed upon the unit through the recent scrutiny review and approaches identified, funding for an additional position of a 'Senior Democratic and Scrutiny Officer' was secured and advertised at the end of 2019, with the successful candidate taking up this role in early 2020. **The role has strengthened support and expertise available within the Unit** taking forward the Council's joint scrutiny approach, outcome focused approaches to scrutiny and also to further support the Community Charter agreed at the Community Liaison Committee.
- 4.4 At the end of 2019 the Head of Democratic Services approved for the Unit to utilise a further resource going forward through a second Graduate Officer. The post was moved from the Corporate Policy & engagement team, which also sits under the Head of Democratic Services under the 'Communication' service function. This additional resource has taken forward both a democratic and scrutiny role and has led on the development of the Members Portal (previously reported to Committee) and the project management of the webcasting provision. This second additional role has provided valuable support to the Unit and has provided further beneficial learning opportunities to the Graduate Officer. This graduate placement also concluded in August 2020. **As a result of the important work this role has undertaken and in addition the responsibilities generated by the creation of the Members Portal and the broadcasting of meeting, corporate funding has also been secured to make this position a permanent role.** Further responsibilities aligned to this role going forward, will be to support the Council Business Unit to plan and prepare for the 2022 local government elections. This role will be responsible for supporting greater participation and diversity in these elections and preparing induction and members training for the new Council membership.
- 4.5 The Council Business Unit has secured funding to promote engagement by 16 and 17 years old in next year's Senedd elections and preparing for the extension of the franchise to this age group for the 2022 local government elections. This role will be responsible for supporting this important work.
- 4.6 Over the last twelve months arrangements have been made to cover the responsibilities of the Committee Services Business Manager while the post

holder undertook maternity leave. I can confirm that the Committee Services Business Manager has now returned.

- 4.7 To assist the Council Business Unit in delivering support to all Members through both the medium of Welsh and English, in 2019 two dedicated translation officer posts were secured in order to provide dedicated support to the unit on behalf of Members. This arrangement provides the Unit with prompt and timely translations which importantly frees up capacity for the Council Business Unit to focus upon supporting members and scrutiny functions. **During this period however the work 'generated' by the Council Business Unit has significantly increased. It is foreseen that as the committed improvements in the democratic processes continue to be taken forward, there may be a need to create additional capacity in this area.**
- 4.8 Going forward the Council Business Unit will consist of 9 Officers and the utilisation of 2 dedicated Welsh Translation Officers from within the Translation team and will be led by the Head of Democratic Services. (One Member of the team currently also provides support to the Council's Freedom of Information Unit and splits their time roughly, dependent on workload and service demands, on a 50:50 basis)
- 4.9 As the Head of Democratic Services is also a member of the Senior Leadership Team, the role of scrutiny and the needs of members, to support the democratic functions of the councils, has been significantly enhanced as a result of the recent changes. It is important to place on record the support which has been provided corporately over the last two years, which has enabled the creation of this additional capacity for members and the resource to progress major enhancements in how services are delivered such as the Members Portal and the recent enhancement to members facilities within the chamber and the broadcasting of meetings.
- 4.10 The roll out of the Modern.Gov programme continues to provide a more efficient and consistent practice of working across the Council Business Unit, with the production of agenda's and minutes made through the Modern.Gov issue manager, again allowing for all team members to take forward publication of documents.

5. ACCOMMODATION

- 5.1 Accommodation to support the work of Members is based at the Council Headquarters, Clydach Vale and has been in place since Local Government Reorganisation in 1996. Private offices are available for political groups represented on the Council, within the Council Headquarter base, which allows Members easy access to the team within the Council Business Unit and at the same time allows Members to undertake work in privacy with the availability of telephone and IT facilities.
- 5.2 Recent changes to the political balance of the council, means that there is sufficient private office capacity for all political groups.

- 5.3 The Head of Democratic Services has identified the need to reflect on the best arrangements for members and Officers of the Council Business, post Covid-19 to build upon agile working and the progress made with virtual meeting arrangements over the last eight months. This is identified as action for the next twelve months. It is acknowledge that the balance members adopt between normal face-to-face interaction and the new agile way, will need to be appreciated and factored into future arrangement planning.
- 5.4 The Member's library situated at the Council Headquarters within Pavilion F, continues to be underutilised, and this provision may therefore need to be reviewed in the coming year alongside its longer term future being considered in light of a move to a paperless approach and the development of the Member's Portal. The Portal will provide the ability for members to access key information, documentation and publications on-line, in a digital format.
- 5.5 As part of the Council's wider Medium Term Financial Planning, the Council has sought to reduce its accommodation portfolio, focussing staff at a number key sites. This work will become even more relevant following the swift deployment and successful operation of agile working by the Council. Despite recent relocations, the space available to Members and the Council's Democratic Functions has been increased with an additional committee room which is now fully operational. With the roll out of the paperless approach to Committee meetings as supported by both the Democratic Services Committee and Council, work will need to be undertaken to ensure that the appropriate provisions are available to Members to operate in this way within the Council Chamber and other specific Committee meeting room locations – i.e. Wi-Fi / Charging points.

6. **ENHANCED MEMBER FACILITIES – CHAMBER**

- 6.1 A project to provide improved facilities in the Council Chamber and the introduction of a webcasting solution is now nearing completion. The findings of the democratic services working group into 'support provision for members' recognised the need to upgrade the facilities available for Members including ensuring that the chamber is fully DDA compliant allowing access for all.
- 6.2 The initial timeline for the project has been impacted by Covid-19 however working in conjunction with Corporate Estates we have ensured that the majority of the work has been able to be completed during the period June-November 2020. The work has included a remodel of the chamber layout making better use of the space available and providing new furniture that provides USB charging points and increased desk space. A dedicated translation booth has also been installed which will allow Translation officers better viewing of the whole chamber and a soundproof booth to enhance the audio received by Members.
- 6.3 A significant aspect of the project also included the procurement of a webcasting solution to allow us the ability to live stream meetings online. Following the completion of the procurement exercise, a leading supplier Public I Group Ltd was awarded the contract to provide hardware including audio

equipment and cameras to enable us to live stream directly from the Chamber. During the procurement exercise the Council responded to the Covid-19 pandemic and began conducting meetings virtually through the Zoom platform. It was recognised that the option to remotely access meetings may play a role for some time and therefore it is important to note that the webcasting solution provided by Public I will fully integrate with Zoom and will allow us to provide a hybrid approach for meetings whilst still being able to live stream online.

- 6.4 Installation of the equipment by Public I has been ongoing since October and is due for completion towards the end of November. Going forward, training will be required for Democratic Services officers responsible for operating the system and there will also be training available for all Members to provide the opportunity to become familiar with the process for live stream meetings. Resource will be required from Democratic Services Officers to operate the webcasting system during meetings.
- 6.5 The roll out of the service will be incremental to allow the service to become proficient in operating live stream meetings and to gain experience using the service. It is anticipated that initially the live streaming of meetings will commence with Cabinet in early 2021.

7. **VIRTUAL MEETING SUPPORT & FUTURE BROADCASTING**

- 7.1 The Council Business Unit was required to swiftly deploy virtual meeting arrangements earlier this year in response to the Coronavirus.
- 7.2 It is important to place on record the corporate support provided by the Council's ICT service to enable the Democratic services to respond to the provisions provided by **Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020**, to hold virtual meetings.
- 7.3 When the regulations were published in April 2020, Rhondda Cynon Taf, unlike many other local authorities, did not already have infrastructure available from existing web-casting facilities, as we did not at this point broadcast any formal committee meetings. Consequently, we were required to identify a preferred technical solution and facilitate the opportunity for members and officers to gain experience and become familiar with a virtual approach. For this reason, members will recall an incremental approach was adopted, which initially prioritised Cabinet, Planning and the Overview & Scrutiny Committee. To ensure a focused approach on business-critical matters, the Overview & Scrutiny committee took a Council-wide approach in this initial phase, before thematic scrutiny committees were re-introduced. To support this approach a number of addition meetings were also undertaken virtually to share information with members.
- 7.4 I can confirm that before the summer recess at the end of July, all committee functions within this local authority had resumed. This progress includes thematic scrutiny, audit, appointments, quasi-judicial & ad-hoc committee.
- 7.5 During this same period our Joint Committee arrangements for services such

as the Central South Education Consortium and the Cwm Taf Public Service Board also resumed operation. Since summer recess, the Joint Scrutiny arrangements for the Public Service Board have resumed, as has the Cardiff Capital Region City Deal Joint Overview & Scrutiny Committee, which is hosted by this local authority. Throughout this period our Community Council Liaison Committee has met virtually on a number of occasions to ensure the engagement of Town and Community Councils and our Full Council meetings have moved to a fortnightly cycle to ensure the engagement of all elected members at this challenging time for local government and public services.

- 7.6 The effort required by the Council Business Unit to achieve this progress should not be under-estimated, nor should the significant additional resource required to enable and facilitate virtual meetings and to continue supporting members through this process. **The impact live-broadcasting of meetings, following the insulation of web-casting technology and other associated services, will have upon staff resources and capacity to support members will need to be considered and reviewed. It is positive that additional capacity has also been created to support these improvements.** This Council's Head of Democratic Services, continues to raise the importance of additional resources to deliver the ambitions contained with the new Local Government Bill, through the discussions of the WLGA with Welsh Government officials.
- 7.7 The services has identified the importance of continuing the positive difference virtual arrangements have provided in terms of member attendance and engagement, and also to allow us to positively respond to the ambitions of the Welsh Government in terms of public participation and diversity within local government in Wales.

8. **MEMBERS TRAINING**

- 8.1 The Democratic Services Committee has advocated the Members' Portal and will continue to monitor its progress and roll out to all members of the Council in due course. The Portal has been developed in conjunction with the Customer Services team and Council Business Unit and will be showcased at timely intervals to members of the Democratic Services Committee who will ensure its compatibility and relevance in advance of a wider roll out.
- 8.2 In addition to its day to day functionality the Members Portal will also facilitate a comprehensive training schedule through a package of E-Learning tools which will be accessible for Members to use at their own convenience and pace. This would replace the traditional training methods which can often prove difficult for Members due to work/personal commitments. It is proposed that the training modules will be tailored to Members' needs and will be relevant to council business and monitored for its relevance and impact.
- 8.3 The results of the members' survey undertaken as part of the statutory responsibilities of the Head of Democratic Services indicated a number of areas and topics which Members wish to prioritise as E-Learning modules such as Safeguarding and Lone Working for Elected Members. Until the portal

is fully integrated E-Learning opportunities will continue to be available via the RCT Source.

- 8.4 Supporting Members through the virtual transition has been key to its successful roll out and has been progressed via a number of individual sessions addressing specific ICT related concerns and through virtual group workshops. Between the 15th May and the 25th June the Council Business Unit supported 33 individual sessions with Members and two group sessions were held on the 15th and 16th June to which all Members and Co-opted Members were invited.
- 8.5 Other virtual training opportunities have included Treasury Management (via an external facilitator offered to all Elected Members), Fundamentals Zoom Webinars (for members of the Pension Fund Committee) and a Council wide virtual briefing on the Council's Winter Maintenance Plan. The availability of specific training for newly appointed Members to the Regulatory and Scrutiny committees is ongoing and the developmental needs of the Committee Chairs and Vice Chairs is regularly reviewed. Refresher Code of Conduct training is always available to Members on a one to one basis as and when requested, with advice on hand from the Council's Monitoring Officer and Head of Democratic Services.
- 8.6 Recently, the opportunity for Members to undertake a confidential Personal Development Review (PDR) has been extended via the Group Leaders. The outcomes of the PDR's will inform the Member Development Programme (and future E-Learning modules) and can, where required, provide an understanding in matters such as corporate governance, statutory requirements and service related areas.

Information Sharing

- 8.7 Members have responded positively to the information sharing which the Council Business Unit undertakes in the form of the Members Daily Updates. The updates have been fundamental in engaging Members with headline information from the local authority, Welsh Government, Welsh Local Government Association, the Cwm Taf Morgannwg Health Board and many other key partner organisations during the Coronavirus pandemic. **This update is one which has not previously been utilised to communicate with members, however the intention is for this update to continue in more normal circumstances, to ensure members are update on key public information.**
- 8.8 Being provided with timely information is important to help Members undertake their role. The Members Portal will play a key role in providing information on the latest business of the council being considered and matters such as planning applications which relate to a specific electoral division.

- 8.9 Whilst the importance of good communication with Elected Members is paramount, particularly under virtual conditions, it is also worth emphasising that the very nature and fast-moving pace of social media can sometimes mean that it is not always possible to communicate upon a specific matter with all elected members or wider stakeholders.
- 8.10 The Council Business Unit will continue to work on the principles of good communication and provide regular updates and training opportunities to all Elected Members to maintain the effective working relationship between Corporate Officers and Members that was highlighted in the positive responses to the Members' survey.

9. HEAD OF DEMOCRATIC SERVICES – OPINION

- 9.1 Whilst, being mindful of the requirements of the Measure and the recent WAO recommendations I believe as Head of Democratic Services, the recent changes that have taken place have enhanced the provision of support available to members.
- 9.2 The changes made in 2018 continue to provide greater sufficiency of resources for the Council Business Unit functions, and importantly have provided greater staff resilience and expertise with which to support Members. There is now a greater provision of support available to non-executive members than has previously been , and it is important to place on record the corporate support provided and the priority given to supporting non-executive members functions. Most importantly the current provision has provided greater capacity to support the Members' role in the governance of the Council.
- 9.3 The additional corporate support to make permanent positions within the team, from two roles supported through the graduate placements scheme will continue to provide important additional capacity and expertise. This includes making permanent the role of a dedicated scrutiny research officer. This will also provide the capacity to support planning and preparation for the 2022 elections and the support available for future Councillors.
- 9.4 The development of a Members Portal, providing a one point access point for Members to utilise will also assist Members in their role will make a positive difference to members. The corporate support to deliver this service should be noted.
- 9.5 The dedicated translation support provided to the Council Business Unit has proven to be very successful and invaluable to the service provided to Members. However consideration will need to be given in the future to further strengthen this support.
- 9.6 I believe that the changes taken forward continue to provide greater resilience within the new Council Business Unit to accommodate both staff and Members without compromising the support provided. It also provides the opportunity for more focused staff resource to support individual functions.

- 9.7 It should be noted that the resource available to non-executive members is greater than it has previously been since the inception of Rhondda Cynon Taf, demonstrating the enhanced scrutiny role now being undertaking and additional responsibilities being taken forward to support member's roles and the democratic functions of the Council.
- 9.8 As we develop our scrutiny functions and role, in-line with the recommendations of the 2019 scrutiny review, it will be necessary to continually review the level of support available to facilitate the greater influence of scrutiny and the more outcome based approach which is desired. It will also be important to build upon the positive steps being taken to support member communication.
- 9.9 The significant investment in Members' facilities as part of chamber improvements and broadcasting of meeting during this year should be positively noted. How resources and support are targeted in the future environment, potentially one with a hybrid approach will need to be considered and appropriately resourced over the next twelve months.
- 9.10 As I am also a member of the Senior Leadership Team, I will continue to champion the role of scrutiny and the needs of members, to support the democratic functions of the councils.
- 9.11 **On the basis of this detail, I am of the opinion, as the Council's statutory Head of Democratic Services, that the resources made available for members are sufficient, thanks to the additional resources secured, in response to previous determination by myself as the Proper Officer and in response to the recommendations of the Democratic Services Committee. This enhanced support continues to improve the provision, capacity and availability of support to all non-executive members.**

10. EQUALITY AND DIVERSITY IMPLICATIONS

- 10.1 This report supports the need for all Members to have equal access to support regardless of political allegiance. The report encourages the authority to examine the way that business is conducted to ensure the equality of access and involvement of all people as councillors.

11. CONSULTATION

- 11.1 No consultation is required on this matter.

12. FINANCIAL IMPLICATION(S)

- 12.1 None.

13. LEGAL IMPLICATIONS

- 13.1 The legal implications are set out in the report.

14. LINKS TO THE CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.

- 14.1 The work of all Councillors is fundamental to the work of the Council and subsequently the delivery of the Corporate Plan, hence ensuring Members are fully supported in undertaking their roles is important to the work of the Council overall.
- 14.2 Ensuring all Members are supported and have equal access to support and development links to the future generations wellbeing goals of a more equal Wales and a Wales of cohesive communities.

15. CONCLUSION

- 15.1 Through the additional resources outlined in this report I am confident that we can positively respond to future developments contained within the local government bill and plan and prepare effectively for the 2022 Local Government elections.
- 15.2 Over the course of the next twelve months the support and shape of the service will need to be considered in light of the implementation of the Members Portal and the support needed to effectively utilise the new technology now available

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

DEMOCRATIC SERVICES COMMITTEE

30 NOVEMBER 2020.

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

BACKGROUND PAPERS - Democratic Services – Support for Members

Freestanding Matter



RHONDDA CYNON TAF

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

30 NOVEMBER 2020

DEMOCRATIC SERVICES COMMITTEE

**UPDATE ON THE ACCESS & ENGAGEMENT IMPROVEMENTS TO THE
COUNCIL CHAMBER**

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

Author: C. Hanagan, Head of Democratic Services

1. PURPOSE OF REPORT

The purpose of the report is to provide Members with an update in respect of the introduction of webcasting and recently completed access and accessibility improvements to the Chamber.

2. RECOMMENDATIONS

2.1 It is recommended that the Democratic Services Committee:

- (i) Note the development of the provision of webcasting within Rhondda Cynon Taf County Borough Council, in line with the potential proposals within the [Local Government and Elections Bill \(Wales\)](#), which deliver upon 'in principal' support provided by members previously to broadcast Council meetings;
- (ii) Support the development of webcasting to further assist with the promotion of public engagement and transparency of decision making by the Council;
- (iii) Note the improvements technology and accessibility which can support diversity and engagement in local government moving forward.

3. BACKGROUND

3.1 Members will recall the update provided to Committee on [8th January 2020](#) which outlined the need to upgrade the facilities available to members in the chamber and the proposal to take forward procurement exercise in relation to webcasting facilities.

3.2 Technological advancements and the benefits to be gained from increased public engagement mean that the provision of webcasting has been discussed by members in Council, Scrutiny Committees and Democratic Services. Members have previously provide in-principle support for its introduction, albeit

recognising that its introduction requires capital investment and ongoing revenue requirements. The introduction of virtual meetings has also highlighted the benefits to be gained from having the ability to stream live meetings.

- 3.3 Councils are not currently legally required to webcast meetings, although it is strongly supported by Welsh Government and is linked to goals in the Local Government (Wales) Measure 2011 to strengthen local democracy and encourage public participation. [The Local Government and Elections Bill \(Wales\)](#) includes promotion of webcasting and the requirement for this provision to be mandatory across all public meetings.
- 3.4 There is potential that the Bill also includes the requirement to facilitate remote attendance at meetings of the Council and this would not be possible through the technology currently available in the chamber.
- 3.5 Most Local Authorities in Wales are already webcasting Committee meetings and RCT is therefore in the minority.
- 3.6 There are a number of benefits achieved through webcasting which include:
- A positive demonstration of accountability and transparency;
 - Encouraging engagement and debate, by creating more opportunities for the public to access meetings;
 - Recording of meetings including recording of decisions, voting and attendance;
 - The opportunity to raise the profile of the work of Councillors, and the discussions behind the decisions of Council and its committees.
 - Assists in supporting our paper light approaches to meetings moving forward as some facilities in the Council chamber are currently inhibiting the role-out of a paper-light approach.
- 3.7 Since the Democratic Services Committee considered this matter previously, there has been significant changes to how we operate, in response to current circumstances. The implementation of these proposals, provide the opportunity to make the virtual meeting arrangements we have employed in recent months, part of our 'normal' operating arrangements into the future.

4. PROGRESS TO DATE

- 4.1 Following a mini competition process Public-I Group Limited were appointed to undertake the webcasting provision which includes providing the hardware, software as well as the support and maintenance package for the full duration of the webcasting contract. The webcasting solution would also be fully integrated with virtual meeting software including 'Zoom' and 'Teams'.
- 4.2 The installation period commenced on 28th September 2020 and was initially envisaged to be completed by the end of October 2020. However, due to the current COVID-19 pandemic and various lockdown restrictions the work is now due to be completed towards the end of November 2020.

- 4.3 As requested at the Democratic Services Committee held on the [1st October 2020](#) the Chair and Vice Chair will undertake a site visit to the Chamber to view the webcasting facilities on the 11th December 2020 and provide their feedback to members of the Committee.
- 4.4 Officers from the Council Business Unit who will be responsible for operating the system will be required to receive training to progress a number of trial meetings to ensure the final product is a professional webcast stream of Council meetings. For this reason, it is proposed that the introduction of live webcasting be rolled out to all Elected Members on an incremental basis in the New Year to allow for experience to be gained with the live system operations.
- 4.5 This technology will provide the chance to 'lock-in' the opportunity we have created, as a temporary measure currently, for Members to engage virtually via Zoom.
- 4.6 Once the technology is operational, it will be important to take a phased approach to roll-out, similar to the approach adopted for virtual meetings in recent months. It will also be important to maintain flexibility in our approach to each specific committee, between full attendance, hybrid and virtual, to maintain and build upon the positive enhancements, which have been achieved over the last six months.
- 4.7 A comprehensive programme of training will be developed over the coming weeks to provide the opportunity for members to familiarise themselves with this technology.
- 4.8 In the short to medium term, the Council's standing order and rules of procedure will need to be adapted for this new environment, and consideration may be required by the Corporate Governance & Constitution Committee and subsequently Full Council.
- 4.9 Alongside the discussions of this committee, the Head of Democratic Services will continue to engage with Group Leaders in respect of these developments and future roll-out plans.

5 EQUALITY AND DIVERSITY IMPLICATIONS

- 5.1 The provision of a webcasting service would promote democracy and encourage public engagement. By removing potential barriers for members of the public to attend meetings at the chamber, webcasting opens up opportunities for wider public engagement and transparency.

6 CONSULTATION

- 6.1 Following the previous discussions of Council and the Democratic Services Committee an Officer Working Group continue to meet regularly to discuss proposals. The Chair and Vice Chair of Democratic Services Committee continue to be updated regularly on developments.

- 6.2 A desktop review has been carried out with other local authorities to identify the level of webcast provision currently. This has identified that 18 out of 22 Local Authorities currently webcast.
- 6.3 The opportunities offered by web-casting continue to be considered by members as part of the business of full Council, Cabinet, the Overview & Scrutiny Committee, the Corporate Governance and Constitution Committee, formal meetings of Chairs & Vice-Chairs.
- 6.4 Promoting public engagement in the democratic processes, including webcasting, has also been discussed in the recent introduced meeting between the Chief Executive and Political Group Leaders, which the Head of Democratic Services attends.

7. FINANCIAL IMPLICATION(S)

- 7.1 The associated funding to deliver these improvements were included as part of the Council's 2020/21 Budget, following support provided previously by the Democratic Services Committee.
- 7.2 There is no indication yet, if any financial support will be provided by the Welsh Government to support the delivery of the priorities for reforming local government identified with the Local Government Elections Bill Wales. However the Welsh Local Government Association is pressing the case that the mandatory introduction of webcasting across all public facing meetings, should be supported by the necessary funding.

8 LEGAL IMPLICATIONS

- 8.1 The [Local Government and Elections \(Wales\) Bill](#) outlines a mandatory requirement for Local Authorities to provide a webcasting service.
- 8.2 The implementation of webcasting will require amendments to the Council's Constitution. Therefore a report will be presented to the Corporate Governance and Constitution Committee for consideration, before endorsement by Council.

9 LINKS TO CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT.

- 9.2 The provision of webcasting would link to the Corporate Plan priorities with particular reference to 'living within our means' and an 'efficient and effective Council', ensuring transparency with our decision making process for the benefits of our residents.
- 9.3 Ensuring that there are greater opportunities for public engagement through webcasting links to the Wellbeing of Future Generations goals of a more equal Wales and a Wales of cohesive communities. This proposal would further support the ability of this council to involve communities in key decisions.

10 CONCLUSION

- 10.1 Although Councils are not currently legally required to webcast meetings, it is strongly supported by Welsh Government, and is linked to goals previously identified in the Local Government (Wales) Measure 2011 to strengthen local democracy and encourage public participation. In addition the new Local Government and Elections (Wales) Bill includes proposals for mandating of webcasting and remote attendance in the future.
- 10.2 The provision of webcasting, has received cross-party support in the Council for the reasons set out, in particular for supporting positive engagement with the public going forward.
- 10.3 Further work will be necessary to consider amendments to the Council's Rules & Procedures and wider constitution to facilitate the introduction of webcasting into the democratic business of the Council.

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NOVEMBER 2020

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