



AN AGENDA FOR A MEETING OF THE COMMUNITY LIAISON COMMITTEE

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: Sarah Daniel Democratic Services (01443 424081)

A meeting of the **COMMUNITY LIAISON COMMITTEE** will be held virtually
Date:- Friday, 5th February, 2021
Time:- 10.00 am

ITEMS FOR DISCUSSION

1. WELCOME AND APOLOGIES

2. DECLARATIONS OF INTEREST

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

Note: 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 where Members withdraw from a meeting as a consequence of the disclosure of a prejudicial interest they must notify the Chairman when they leave.

3. MINUTES

To receive as an accurate record the minutes of the meeting on the 6th November 2020

(Pages 3 - 6)

4. VERBAL UPDATE - SERVICE DIRECTOR OF DEMOCRATIC SERVICES AND COMMUNICATIONS

To receive an update from the Service Director of Democratic Services and Communications

5. FORWARD WORK PROGRAMME

(Pages 7 - 10)

6. BUDGET CONSULTATION 21/22

7. WELSH GOVERNMENT FUNDING - TOWN CENTRES

8. DIVERSITY IN DEMOCRACY

(Pages 11 - 14)

9. URGENT ITEMS

To consider any urgent items as the Chairman feels appropriate.

Circulation - Members of the Community Liaison Committee:-

Leader of Council, County Borough Councillor A. Morgan,
Deputy Leader of the Council, County Borough Councillor M.Webber (Chair) :and
County Borough Councillor D.R.Bevan Cabinet Member for Enterprise Development and
Housing.

Chairs and Clerks of the Town Council of Pontypridd and the Community Councils of
Ynysybwl & Coed y Cwm, Rhigos, Hirwaun & Penderyn, Llantwit Fardre, Llantrisant,
Llanharan, Llanharry, Tonyrefail, Gilfach Goch, Pontyclun and Taffs Well & Nantgarw

Officers for Information.

Mr C Hanagan – Service Director of Democratic Services & Communication

Mr .C.Bradshaw (Chief Executive),

Mr.A Wilkins (Director, Legal Services),

</TRAILER SECTION>

RHONDDA CYNON TAF COUNCIL COMMUNITY LIAISON COMMITTEE

Minutes of the meeting of the Community Liaison Committee meeting held on Friday, 6 November 2020 at 10.00 am virtually

County Borough Councillors - Community Liaison Committee Members in attendance:-

Councillor Maureen Webber
Councillor Robert Bevan

Community Liaison Members in attendance

Susan Presse – Pontypridd Town Council
Brian James – Llantwit Fardre Community Council
Cllr Richard Jones – Hirwaun and Penderyn Community Council
Cllr Margaret Griffiths – Pontyclun Community Council
Cllr Stephen Powell – Tonyrefail Community Council
Emma Nelmes – Hirwaun and Penderyn Community Council
Catherine Kennedy – Llanharan Community Council
Cath – Llantrisant Community Council

Officers in attendance

Christian Hanagan – Service Director Democratic Services and Communications
Neil Griffiths – Head of Financial Services – Children and Community
Christopher Davies – Corporate Policy and Consultation Manager
Jim Bailey – Head of Planning
Saz Wiley – Independent Remuneration Panel
Joe Stockley – Independent Remuneration Panel

1 WELCOME AND APOLOGIES

Apologies were noted from Tony Graham and Simon Pritchard from Pontypridd Town Council

2 DECLARATIONS OF INTEREST

None received

3 MINUTES

RESOLVED: The minutes of the meeting of the 27th July 2020 were approved as a true and accurate record of the meeting.

4 INDEPENDENT REMUNERATION PANEL

Ms Saz Wiley from the IRP Panel introduced the report and asked members to review the draft report and provide any comments and feedback. Asked for comments. Questions.

She advised members that the Panel felt the report was needed to enable Community Councils to attract potential members and remove barriers for potential members. She added that the Costs of care needs was also an

important factor in sustaining a diverse membership across Authorities. She stated that all Town and Community Councils should follow these principals to enable members to carry out their duties effectively and the very minimum they should make members aware what is available to them to promote a positive culture.

Mr Joe Stockley who was also in attendance from the IRP advised on the consultation dates and advised how members could respond

The Chairperson commented that she respected that the consultation included all Community Councillors in the provision and was not limited to Borough Councillors. She noted that Borough Councillors were fortunate in that all equipment was provided to members to allow them to undertake their duties, but recognised the fact that this was not always the case for Community Councillors so was pleased to see this provision in the report. She added that this, she felt was vital that all members had the equipment necessary for them to undertake their roles.

Another member agreed with the Chairperson and supported the report and stated that he felt the costs of care provision was also very important.

Brian James endorsed

Another member also endorsed the report and agreed with being able to claim back the costs in relation to care. He asked if others thought however that some members may be reluctant to claim back costs due to the financial impact on Community Councils. He added that if members also have childcare requirements, that could also be a sizeable cost and would need to be reflected in the pre-cept.

Saz Wiley commented that she understood that reimbursement from smaller Community Councils could take up a large proportion of their budget and this was traditionally why there has been a low take up in the past. She added that this provision needs to be in place and are hoping that the substantial changes we are proposing will work and be taken up. She added that they do recognise the impact of the finances of Community Councils but were unable to quantify this until the take up was known. She further added that they would need evidence that there is a demand to feed this back to Welsh Government.

A member stated that she was surprised to hear that not all Community Councillors were aware of the provisions available to them. She added that a report was taken to her Council's AGM with the full information available to the members as she felt it was her duty as the Clerk and Proper officer of the Council to inform members of their entitlements.

Saz Wiley replied that it should be known and it is part of clerk's responsibility to inform members of their entitlements. Whilst it was not a huge payment, to some it would make a substantial difference to enable them to do their role. We want to remove barriers for people to become members of community councils and enable to do their role

The Chairperson advised that it should be councillor's decision if they want to accept payments but advised they are entitled to it, then they should receive it. There were no further questions for the IRP so she thanked the officers for their attendance and assured them that they would continue to provide support to all Councillors on the matter.

5. UPDATE REPORT - SERVICE DIRECTOR OF DEMOCRATIC SERVICES AND COMMUNICATIONS

The Service Director of Democratic Services and Communications presented his report to members. He advised that all Committee functions at RCTCBC were fully operational and meeting virtually using ZOOM and that Welsh Government were keen to enshrine the progress made at virtual meetings

He gave members an update on the following service areas and how they were operating during the firebreak lockdown.

- Social Care - Day services and respite remained as they were
- School and flying start resumed and will continue to operate as normal. Adult learning will also continue to be accessible.
- Community Recycling Centre's – would resume operating after the firebreak was over and would operate on summer opening hours for one week to clear any backlog.
- Leisure centres will resume after the firebreak with additional restrictions
- Town centres reopened but with a small number of public toilets remaining closed due to health and safety measures
- Library service to reopen on the 9th November some operating on a click and collect service which will be further reviewed on 16th November
- Welsh mining experience, closure will continue
- Santa experience, cancelled.
- Corporate estates, seek to minimize gatherings will send an email
- Other services will continue as they were post lockdown, due to RCT area having a high level of transmission all areas are under continual review.

Members were advised that consultations would continue virtually this year due to the pandemic and there would be no impact on the detail we are able to provide.

Members were also advised that the Democratic Services team were now providing support to Taffs Well Community Council until they were able to recruit a clerk. Diversity, Local Government Bill

Members were informed that there were 39 complaints referred to the ombudsman in the last year. He advised that if members/ clerks required support in this area that the team were available to support and code of conduct refresher training could be made available for any members that would benefit.

RESOLVED: Members noted the update

6 COMMUNITY INFRASTRUCTURE LEVY (CIL) UPDATE

The Head of Planning provided an update for Community and Town Councils in respect of the process involved in collecting and spending Community Infrastructure Levy (CIL) monies including the preparation of Infrastructure Lists.

He advised that the total receipts passed to Community/Town Councils

(October 2020) were £360,615.24.

- Hirwaun £9,190.30
- Llanharan £221,699.57
- Llanharry £786.67
- Llantrisant £7464.43
- Llantwit Fardre £29,403.53
- Pontypridd £51,684.78
- Tonyrefail £18,781.87
- Taffs Well and Nantgarw £13,210.99
- Gilfach Goch £6174.74
- Other (areas with no Community Council) £2,218.36

The Head of Planning advised that CIL monies could be used to provide match funding with other income streams to make the most efficient use of funding to benefit the community. He added that the Community/Town Council should also work closely with their neighbouring Community/Town Councils, and RCT Council to agree on infrastructure spending priorities. If the Community/Town Council shares RCT Council's priorities, they may agree that the Council should retain the CIL to spend on specific infrastructure (which may not be in the Community/Town Council administrative area) but will support the development of the area. Decisions on how the funds are spent are at the discretion of the Community/Town Council provided it is in accordance with the CIL Regulations

RESOLVED: Members noted the report

7 DRAFT BUDGET CONSULTATION 2021/22

The Head of Financial Services – Children and Community and Corporate Policy and Consultation Manager gave members a presentation on the draft Budget Consultation Process for 2021/22. They advised all members of the relevant dates and how they would be able to take part in the process.

RESOLVED: members noted the update

8 URGENT ITEMS

None

**Cllr M Webber
Chairperson.**



RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

MUNICIPAL YEAR 2020/21

COMMUNITY LIAISON COMMITTEE

5 FEBRUARY 2021

DRAFT FORWARD WORK PROGRAMME

REPORT OF: THE SERVICE DIRECTOR OF DEMOCRATIC SERVICES &
COMMUNICATIONS

1 PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to provide members of the Community Liaison Committee with the opportunity to and agree a Work Programme

2 RECOMMENDATIONS

It is recommended that Members:-

- 2.1 Review and agree the Community Liaison Committee Work Programme for the Municipal Year 2020/21 as attached at **Appendix A**
- 2.2 Agree that the Work Programme be reviewed at quarterly intervals to ensure the items identified for inclusion are relevant and that any additional items are incorporated.
- 2.3 Consider and determine any other matters that members may wish to add to the forward work programme, including potential training requirements that members would find beneficial to fulfil their roles as Community Councillors

3. REASONS FOR RECOMMENDATIONS

- 3.1 It is proposed that Members of the Community Liaison Committee have the opportunity to consider its work programme for the 2020/21 municipal year and that the proposed work programme allows for an element of flexibility and taking

into account any additional consultative documents or legislative matters requiring attention.

4. CURRENT SITUATION

- 4.1 Attached at **Appendix A** to the report is the draft forward work programme with proposed items for consideration at future meetings of the Community Liaison Committee
- 4.2 Members are asked to identify further potential items that they wish to be considered at future meetings of the Community Liaison Committee

5 EQUALITY AND DIVERSITY IMPLICATIONS

- 5.1 There are no Equality and Diversity implications arising from this report and no Equality Impact Assessment is deemed necessary for the purposes of this report.

6 CONSULTATION

- 6.1 The considerations and comments of Community Liaison Committee as well as recommendations from the Community Council Clerks have been sought in respect of the draft Work Programme and it is for Members of the Community Liaison Committee to agree the proposed items.

7 FINANCIAL IMPLICATIONS

- 7.1 There are no financial implications as a result of the recommendations set out in the report.

8 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 8.1 There are no legal implications as a result of the recommendations set out in the report.

COMMUNITY LIAISON COMMITTEE – DRAFT Work Programme 2020 - 21

February 2021		
ITEM	PURPOSE	AUTHOR
<ul style="list-style-type: none"> Update from Service Director Democratic Services and Communications 	To provide members with the latest updates from the Authority.	Head of Democratic Services
<ul style="list-style-type: none"> Budget Consultation 21/22 	To provide members with a presentation on the budget consultation 21/22 to date	Service Director Finance and Digital Services
<ul style="list-style-type: none"> Welsh Government Funding – Town Centres 	To advise members of the funding opportunities available to communities	Director of Prosperity and Development
<ul style="list-style-type: none"> Diversity in Democracy 	To provide Members with details of the Diversity in Democracy work being undertaken by RCTs Democratic Services Committee and the opportunity to enhance this work through Town and Community Council engagement.	Head of Democratic Services

Potential Items for consideration at future meetings

April 2021

July 2021, October 2021, January 2022, March 2022

- Local Government and Elections Bill
- Consultations
- Cwm Taf Public Service Board Wellbeing Objectives
- Public Rights of Way
- Consultations
- Members Portal
- Environment Wales Act

Training Requirements

Code of Conduct Training/Refresher

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RHONDDA CYNON TAF

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

5TH FEBRUARY 2021

COMMUNITY LIAISON COMMITTEE

DIVERSITY IN DEMOCRACY

REPORT OF THE SERVICE DIRECTOR, DEMOCRATIC SERVICES AND COMMUNICATION.

1. PURPOSE OF REPORT

The purpose of the report is to provide Members with details of the Diversity in Democracy work being undertaken by RCTs Democratic Services Committee and the opportunity to enhance this work through Town and Community Council engagement.

2. RECOMMENDATIONS

2.1 It is recommended that the Community Liaison Committee:

- (i) Appoint a Member representative to the Council's Diversity in Democracy Working Group;
- (ii) Note and support the appointment of Ms. C. Kennedy to the Working Group as appointed at the Town and Community Council Officer meeting;
- (iii) Receive feedback on the work of the group as and when appropriate.

3. BACKGROUND

3.1 The Welsh Government is committed to increasing diversity across all aspects of public life, which includes tackling the barriers which prevent individuals' active participation in local democracy. Following the evaluation of phase one of the Welsh Government's Diversity in Democracy work a number of key recommendations and actions have been derived, with such actions being addressed through the Local Government and Elections (Wales) Act 2021.

3.2 In light of this work by the Welsh Government and the importance seen by not only the Council's Democratic Services Committee but the Council as a whole of achieving diversity in democracy, the Democratic Services Committee resolved to establish a working group to take forward a working group to take forward the actions outlined within the Welsh Governments Action Plan.

3.3 The working group will consider what opportunities and engagement would benefit the future of diversity in advance of the 2022 local government elections

in encouraging participation in principal authorities and Community and Town Councils going forward.

4. Diversity in Democracy Working Group

4.1 At the inaugural meeting of the working group Members agreed to the following Terms of Reference

“The working group will:

- Review the actions outlined within the Welsh Government Phase 2 Action Plan in relation to Diversity in Democracy in order to consider proposals to support these objectives;
- Consider what the Council can do to raise awareness and promotion of the role of Councillors, to reduce potential barriers to becoming a Councillor (County Borough / Community / Town) with the aim of encouraging future candidates from diverse backgrounds to come forward for Election.”

4.2 To enhance the work of the group, Members were keen to strengthen the membership by engaging with Town & Community Councils and it was proposed that an Officer and Member representative be sought.

4.3 At the Town & Community Council Officer meeting held on the 14th January 2021 Officers proposed and unanimously supported the appointment of Ms C Kennedy (Llanharan Community Council) as representative on an Officer level.

4.4 Members are now asked to consider and appoint a Town & Community Council Member to join the working groups membership.

4.5 Members are advised that through the The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020, meetings of the group are held virtually and dairy markers for forthcoming meetings will be advised upon to both the Officer and Member representative appointed.

4.6 It is proposed that updates on the work of the group are provided to the Committee as and when appropriate and any further engagement opportunities are advised upon accordingly.

5. EQUALITY AND DIVERSITY IMPLICATIONS

5.1 There are no negative Equality or Diversity implications aligned to this report. The review by the working group looks to remove potential barriers and encourages equality across the County Borough and looks to increase diversity within democracy at the local Government Elections 2022 and any future election.

6. CONSULTATION

Members of the working group were consulted in respect of the extension of its membership.

7. FINANCIAL IMPLICATION(S)

7.1 None.

8. LEGAL IMPLICATIONS

8.1 Local Government and Elections (Wales) Act 2021

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

9.1 Working in partnership with the Town and Community Council's within Rhondda Cynon Taf links with the three priorities within the Corporate plan of People, Economy and Place, as it will help people and Communities to help themselves and assists in building a sustainable Rhondda Cynon Taf.

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

COMMUNITY LIAISON COMMITTEE

5th FEBRUARY 2021

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

Democratic Services Committee – [1st October 2020](#).