



RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CONSTITUTION COMMITTEE

5 JUNE 2023

NOTICES OF MOTION

REPORT OF THE SERVICE DIRECTOR OF DEMOCRATIC SERVICES AND COMMUNICATIONS

1. PURPOSE OF THE REPORT

The purpose of this report is to provide Members with the opportunity to consider proposals for formally recording and reporting the outcome and effect of the Council's representation made by Members following the adoption and/or referral of a Notice of Motion (NOM).

2. RECOMMENDATIONS

It is recommended that Members:

- 2.1 Consider the content of the report;
- 2.2 Consider recommending improvements to the existing dedicated Notice of Motion page on the Council webpages to formally record and publish the **outcome and effect** following the adoption and/or referral of a Notice of Motion; and
- 2.3 Introduce the follow-up reporting mechanism to Full Council through 'information reports' on the Council agenda to track and record the progress of action/referrals of NOM's.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To strengthen the existing notice of motion reporting arrangements, to feedback to Council responses received to motions adopted by full Council.
- 3.3 To provide transparency by informing Members of the progress made following the adoption of a notice of motion through publication of 'information reports' on the Council agenda.

4. **BACKGROUND**

- 4.1 At Full Council on the [29th March 2023](#) the Plaid Cymru Group submitted a notice of motion, proposed by Councillor D Grehan and seconded by Councillor A Rogers, calling for a specific reporting mechanism which would keep Members informed of progress following the adoption of notices of motions to Full Council.
- 4.2 The notice of motion made particular reference to the need for feedback in order to assess how effective the notices of motions are in achieving their desired outcomes. Some examples were provided where there had been little evidence of outcome and effect following the adoption and/or referral of a notice of motion.
- 4.3 The notice of motion was unanimously adopted, and Council resolved to:
- “Request that the Proper Officer presents a report for consideration by the Constitution Committee in advance of the Council Annual General Meeting, which considers options and mechanism for formally reporting the outcome and effect of the Council's representation made by members following the adoption”.***
- 4.4 It is now for members of the Constitution Committee to consider the proposals to establish a more formal mechanism of recording the outcome and progress of the adopted notices of motions and improving the current provision of recording the notices of motions to the Council website.

5. **CURRENT ARRANGEMENTS**

- 5.1 The Council already has arrangements for reporting the outcome of matters adopted by Council, following consideration of a motion, which are referred to a Council committee for consideration. In addition all notices of motions are logged on the Council website immediately following a council meeting demonstrating whether they have been adopted or not. It records details such as the proposer and seconder, the date of the council meeting and is linked to the relevant Council meeting on the website.
- 5.2 Where a notice of motion has been referred to a scrutiny/other committee for consideration, this is also indicated on the [website](#) for Members to view.
- 5.3 In a report to the Overview & Scrutiny Committee in [May 2019](#) it was proposed that in order to clarify the essence of the NOM, the proposer and seconder would be invited to attend the relevant meeting on the subject to provide clarity on its intentions and proposed outcomes.
- 5.4 This has since been adopted as good practice and has worked well ensuring the initial mover and seconder to the Council's notice of motion attend as key stakeholders/observers to assist the discussions and are able to bear witness to the outcomes of their NOM. Progress or resolution of the matter is reported

to Council to publicly record completion of the matter from a democratic and governance perspective.

- 5.5 Previously, recommendations to arise as a result of consideration by Scrutiny have been reported back to Council so that the outcomes are demonstrated. Examples include consideration of the NOM by the former [Children & Young People Scrutiny Committee](#) in relation to period poverty. As a result of this work, the Council adopted an approach in respect of the provision of sanitary products at schools. Also, the NOM in respect of voluntary [Snow Wardens](#) was taken forward by a scrutiny working group resulting in the 'Know Your Neighbour Campaign'.
- 5.6 Notwithstanding these examples, a more consistent approach has been requested by Council to ensure that all outcomes to arise as a result of a NOM from Full Council making formal representations be reported and recorded.

PROPOSALS

Council Website

- 5.7 Members may wish to consider improving the way that notices of motions are recorded by including an additional column within the current table on the council website which will act as a '**formal mechanism in place to report the progress or outcomes of such actions for the public record**'.
- 5.8 This may be in the form of a link to any responses received following a letter from the Leader of the Council to the Welsh or UK Government or the outcome of a Scrutiny review/working group recommendation to Cabinet/Full Council. Publication of the outcomes to the notices of motion through an additional column on the website would seek to strengthen the transparency and provide a clear record for all Members and residents.

Information Reports

- 5.9 In addition to the above it is proposed that all responses or outcomes following a formal representation, by for example the Leader of the Council to an outside organisation or government either at a Wales or UK level, be reported to Full Council in the form of information reports. These will appear on the agenda of Full Council when necessary and will allow all Members the opportunity to read and digest the information, track the progress of the NOM and importantly this will be formally recorded in the Council minutes.
- 5.10 The importance of evidencing the outcomes and actions of the notices of motions will respond to that recently adopted at Council on the 29th March 2023 and develop a formal process when taking forward notices of motions. This process will also take in the current practices when referrals are made from Council.

- 5.11 During the course of this municipal year Members may wish to consider further reviews to respond to the proposals set out in 2.1-2.3 of the report.

6. EQUALITY AND DIVERSITY IMPLICATIONS

- 6.1 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. The proposal to introduce specific actions to record all outcomes following the adoption of a NOM would assist a more focussed approach and an opportunity for greater transparency.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no financial implications arising from this report.

8. CONCLUSION

- 8.1 This report advises Members of the proposal to strengthen the existing Notice of Motion [webpages](#) to formally record and publish the outcome and effect following the adoption and/or referral of a Notice of Motion and to adopt a more consistent approach when reporting outcomes from Scrutiny/other committees back to Full Council through the information report mechanism.

LOCAL GOVERNMENT ACT 1972

as amended by

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

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LIST OF BACKGROUND PAPERS

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