



City and County of Swansea

## Minutes of the **Democratic Services Committee**

Council Chamber - Guildhall, Swansea

Tuesday, 16 July 2019 at 4.00 pm

**Present:** Councillor P M Black (Chair) Presided

**Councillor(s)**

N J Davies  
W G Lewis  
L V Walton

**Councillor(s)**

L S Gibbard  
B J Rowlands

**Councillor(s)**

S M Jones  
G J Tanner

**Officer(s)**

Huw Evans  
Allison Lowe  
Tracey Meredith

Head of Democratic Services  
Democratic Services Officer  
Chief Legal Officer

**Apologies for Absence**

Councillor(s): M Durke

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**1 Election of Vice Chair for the Municipal Year 2019-2020.**

**Resolved** that Councillor Wendy G Lewis be elected Vice Chair for the Municipal Year 2019-2020.

**2 Disclosures of Personal and Prejudicial Interests.**

In accordance with the Code of Conduct adopted by the City & County of Swansea, no interests were declared.

**3 Minutes.**

**Resolved** that the Minutes of the Democratic Services Committee held on 29 January 2019 be approved and signed as a correct record.

**4 Democratic Services Committee Annual Report 2018-2019.**

The Head of Democratic Services presented the draft Democratic Services Committee Annual Report 2018-2019 for the period 24 May 2018 to 8 May 2019.

He outlined the work undertaken by the Committee during the year which had mainly focussed on Social Media, Councillor Safety and a Review of Councillor's Broadband and Telephone, ICT and mobile Phone Allowances – May 2017 & Beyond.

Minutes of the Democratic Services Committee (16.07.2019)  
Cont'd

The Chair wishes to convey his thanks to both the Democratic Services and Scrutiny Teams for their work in supporting Councillors at the various Council meetings.

The Committee also discussed a future work plan item in relation to e-learning modules for Councillors that the Welsh Local Government Association (WLGA) would be leading on in the coming year.

**Resolved** that the draft Democratic Services Committee Annual Report 2018-2019 be approved and forwarded to Council for information.

The meeting ended at 4.08 pm

**Chair**