



# CYNGOR GWYNEDD



## Report to Full Council meeting

<b>Date of Meeting:</b>	<b>3 July 2025</b>
<b>Title of Item:</b>	<b>Annual report by the Head of Democracy Services in relation to support for Members.</b>
<b>Contact Officer:</b>	<b>Ian Jones, Head of Democracy Services</b>

### 1. DECISION

The Full Council is asked to accept the report

### 2. What is the background and relevant considerations?

- 2.1 I am required to report to the full Council annually outlining the support available to Councillors.
- 2.2 In accordance with the requirements of the Local Government (Wales) Act 2011, the Democracy Services Committee is responsible for specific matters (under Section 11), as follows:
  - Fulfilling the role of the local authority to appoint a Head of Democracy Services
  - Review the support available in relation to staff, buildings and other resources available to the Head of Democracy Services, to ensure they are adequate for the requirements of the role.
  - Produce a report, at least once a year, to be presented to the Full Council in relation to support for Members.
- 2.3 This year's annual report is concise and focuses on the developments made during the year rather than outlining all the support available to Members. It also outlines the top priorities for the year ahead.
- 2.4 I wish to express my thanks to the members of the Democratic Services Committee for all their constructive comments during our meetings over the year. A number of teams assist me in providing the best possible support to you. I want to thank everyone for their work, but I want to specifically thank the



Democracy and Language Service officers, who are your main day-to-day contacts, the learning and development team, and all other officers who assist in supporting your role.

### **3. Any consultations undertaken prior to recommending the decision.**

A draft of the Annual Report was presented to the meeting of the Democratic Services Committee on the 16th June and amended following their comments.

## **4. THE STATUTORY OFFICERS' OBSERVATIONS**

### **Monitoring Officer:**

I appreciate the close collaboration that exists between Legal Services and the Democratic Services. In preparing for the election and beyond, this collaboration will be key to supporting the members preparing for the new term. I welcome this report.

### **Statutory Finance Officer:**

The decision sought does not create a new expenditure commitment and I have no further comments to add.