

Community Liaison Committee

Presenter(s): Amy Rudman
[Democratic Services].

Date: Thursday 14th July 2022.



Membership

- 13 Vale of Glamorgan Council Elected Members.
 - Chair: Cllr Sally Hanks
 - Vice-Chair: Cllr Mark Wilson
- 26 Town & Community Council Representatives (with named substitute).
 - 4x Town
 - 22x Community



Terms of Reference

Vale of Glamorgan Council Constitution: Section 14:16(f)

- (1) To discuss Local Government matters of mutual concern in attendance with one representative, or nominated substitute, from each Town/Community Council, and from any other organisation considered appropriate.
- (2) To refer, as appropriate, reports / recommendations to Cabinet.

N:B Only Members of the Vale of Glamorgan Council will have voting rights. However, if requested by Town & Community Councillors, a vote will be obtained from Town & Community Councillors as an indication of their views, which will be reported in the minutes and, if the Committee requests, included in any related report / recommendations referred to Cabinet.

Charter between the Vale of Glamorgan Council and Community & Town Councils



- In February 2008 the Vale of Glamorgan Council, together with 21 of the 26 Town and Community Councils within the Vale, established a Charter. This was last reviewed in November 2019.
- **Due for review following the 2022 Local Government Election; discussion group volunteers?**
- The Charter sets out the aims for working together, to build on existing good practice, to embrace the principles of openness, honesty, respect for each other's opinions and the common priorities of putting citizens at the centre.
- The Committee is the vehicle that considers the Charter and monitors any Action Plan to ensure effective monitoring takes place and to monitor progress.

Access To Information

- A meeting reminder is emailed to all Town & Community Council Representatives 3 weeks before the meeting. **Please let Democratic Services know as soon as possible if you are no longer the Representative for your Council, you need to provide your apologies or your substitute will be attending on your behalf.**
- Agenda Papers are published one week (7 days including the weekend) before the meeting.
- The remote meeting invitation (Microsoft Teams) is emailed out the day after the agenda is published.



Standing Agenda Items

Quarterly Meetings, 4x per year.

- Police Matters
- Fire Service Matters / Statistics
- Requests for Consideration

Other Agenda Items

Quarterly Meetings, 4x per year.

- Clerk & Monitoring Officer Meeting Updates
- VoG and TCC Charter
- Officer Reports referred for consideration.
- Updates from Representatives on various bodies e.g. Strong Communities Grant Fund.



THE VALE OF GLAMORGAN COUNCIL
COMMUNITY LIAISON COMMITTEE

REQUEST FOR CONSIDERATION OF A MATTER BY THE COMMITTEE
(*TO BE MADE BY THE TOWN / COMMUNITY COUNCIL VIA THEIR CLERK*)

Date

Name of Town/Community Council

It is requested that the Community Liaison Committee consider the following matter. (N.B. Items that are site specific should be referred to the appropriate Council department):

Reason(s) for request:

PLEASE RETURN TO: Room 26
Democratic and Scrutiny Services
Directorate of Resources
The Vale of Glamorgan Council
Civic Offices
Barry
CF63 4RU

Templates- Request for Consideration All Categories
22-04-08 Community Liaison Request for Consideration Proforma

Requests for Consideration

- Pro-forma available on request from Democratic@valeofglamorgan.gov.uk
- Must be a matter that impacts the Vale of Glamorgan area as a whole; not just individual Town or Community Council areas.
- Requests **MUST** be made by Members of the Town or Community Council **VIA** their Clerk only, not directly by members of the public. If a member of the public wishes a matter to be considered, it must be processed via their Community Council Clerk.
- Requests will be shared with the relevant Director/Service Area for assessment and response at the next available and/or appropriate Community Liaison Committee meeting.

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Thank you

