



**Gwasanaeth Democraidd**  
**Democracy Service**  
Swyddfa'r Cyngor  
CAERNARFON  
Gwynedd  
LL55 1SH

Cyfarfod / Meeting

**PWYLLGOR GWASANAETHAU DEMOCRATAIDD**  
**DEMOCRATIC SERVICES COMMITTEE**

Dyddiad ac Amser / Date and Time

**10.00am DYDD MAWRTH, 9 RHAGFYR, 2014**

**10.00am TUESDAY, 9 DECEMBER, 2014**

Lleoliad / Location

**SIAMBR HYWEL DDA**  
**SWYDDFEYDD Y CYNGOR / COUNCIL OFFICES**  
**CAERNARFON**

Pwynt Cyswllt / Contact Point

**LOWRI HAF EVANS**

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Dosbarthwyd/Distributed 2.12.14

**PWYLLGOR GWASANAETHAU DEMOCRATAIDD  
DEMOCRATIC SERVICES COMMITTEE**

**AELODAETH / MEMBERSHIP (15)**

**Plaid Cymru (7)**

Y Cynghorwyr / Councillors

Selwyn Griffiths

Sian Gwenllian

Annwen Hughes

Mandy Williams-Davies

Michael Sol Owen

Dilwyn Morgan

[sedd wag / vacant seat]

**Annibynnol / Independent (4)**

Y Cynghorwyr / Councillors

Lesley Day

Tom Ellis

Jean Forsyth

Anne Lloyd-Jones

**Llais Gwynedd (3)**

Y Cynghorwyr / Councillors

Anwen Davies

Gweno Glyn

Jason Humphreys

**Llafur / Labour (1)**

Y Cynghorydd / Councillor

Sion Wyn Jones

**Aelod Ex-officio / Ex-officio Member**

Cadeirydd y Cyngor / Chairman of the Council  
Y Cynghorydd / Councillor Dewi Owen

# RHAGLEN

## 1. CROESO AC YMDDIHEURIADAU

Derbyn unrhyw ymddiheuriadau am absenoldeb.

## 2. DATGAN BUDDIANT PERSONOL

Derbyn unrhyw ddatganiad o fuddiant personol.

## 3. MATERION BRYN

Nodi unrhyw eitemau sy'n fater brys ym marn y Cadeirydd fel y gellir eu hystyried.

## 4. COFNODION

Bydd y Cadeirydd yn cynnig y dylid llofnodi cofnodion y cyfarfod diwethaf o'r pwyllgor hwn a gynhaliwyd ar 9 Medi, 2014 fel rhai cywir

(copi **gwyn** ynghlwm)

## 5. GWE-DDARLLEDU

Ystyried adroddiad y Pennaeth Gwasanaethau Democraataidd

(copi **melyn** ynghlwm)

## 6. YSTYRIAETH I YSMYGU E-SIGARENNAU MEWN PWYLLGORAU

Ystyried adroddiad y Pennaeth Gwasanaethau Democraataidd

(copi **gwyrdd** ynghlwm)

## 7. GWEFANNAU CYNGHORAU CYMUNED a THREF

Ystyried adroddiad yr Uwch Reolwr TG a Thrawsnewid

(copi **pinc** ynghlwm).

**8. CYFWELIADAU DATBLYGIAD PERSONOL**

Ystyried adroddiad y Pennaeth Gwasanaethau Democraidd

(copi **glas** ynghlwm)

**9. DARPARIAETH HYFFORDDIANT AR FFURF AR - LEIN**

Ystyried adroddiad y Rheolwr Dysgu a Datblygu, Adnoddau Dynol

(copi **lelog** ynghlwm)

**10. DATBLYGU DEFNYDD I-PADS A HYFFORDDIANT**

Ystyried adroddiad yr Uwch Reolwr TG a Thrawsnewid

(copi **llwyd** ynghlwm)

# **AGENDA**

## **1. WELCOME AND APOLOGIES**

To receive any apologies for absence.

## **2 DECLARATION OF PERSONAL INTEREST**

To receive any declaration of personal interest.

## **3. URGENT BUSINESS**

To note any items that are a matter of urgency in the view of the Chairman for consideration.

## **4. MINUTES**

The Chairman shall propose that the minutes of the last meeting of this committee held on 9 September, 2014 be signed as a true record

(**white** copy herewith)

## **5. WEB-CASTING**

To consider the report of the Head of Democratic Services

(**yellow** copy herewith).

## **6. CONSIDER THE USE OF E-CIGARETS IN COMMITTEES**

To consider the report of the Head of Democratic Services

(**green** copy herewith).

## **7. WEBSITES FOR COMMUNITY COUNCILS**

To consider the report on the current situation by IT & Transformation Senior Manager

(**pink** copy herewith).

**8. PERSONAL DEVELOPMENT INTERVIEWS**

To consider the report of the Head of Democratic Services

(**blue** copy herewith)

**9. ON-LINE TRAINING PROVISION**

To consider the report of the Learning and Development Manager,  
Human Resources

(**lilac** copy herewith)

**10. DEVELOP THE USE OF I-PADS AND TRAINING**

To consider the report of the IT & Transformation Senior Manager

(**grey** copy herewith)