

Democratic Services Committee –Work Programme 2019 -20.

NOVEMBER 2019		
ITEM	PURPOSE	AUTHOR
<ul style="list-style-type: none"> • Resources Report 	To receive an update in respect of the resource provision for Democratic Services	Head of Democratic Services
<ul style="list-style-type: none"> • Work Programme 	To consider a draft work programme to assist Members in their work	Head of Democratic Services
<ul style="list-style-type: none"> • Policy Updates – <ul style="list-style-type: none"> ➤ Lone working policy ➤ Co-Opted Member – ICT Acceptable use Policy ➤ Communication Policy ➤ Disability Toolkit ➤ GDPR requirements - Petitions ➤ 3rd Party Transactions – Declarations of Interest ➤ Modern Gov – App updates 	To consider and agree where appropriate the policies listed.	Head of Democratic Services
<ul style="list-style-type: none"> • Member training and the development of E Learning Modules within the Members Portal and across Wales – E Learning for Members in Wales including update on Portal 	To receive details of training being provided to Members following the recent PDR process and to gain information in respect of the development of E-Learning modules being taken forward by the Council Business Unit and the 22 Local Authorities.	Head of Democratic Services
<ul style="list-style-type: none"> • IRP Draft Report 	To receive a verbal update from the Chair of Democratic Services Committee and Head of Democratic Services following the meeting with the IRP in respect of the draft report	Head of Democratic Services
JANUARY 2020		
<ul style="list-style-type: none"> • Implementation plan update 	To receive an update in respect of the Supporting Members Implementation Plan including any updates in relation to Webcasting	Head of Democratic Services / Head of ICT / Head of HR development.

<ul style="list-style-type: none"> • Training and Attendance report 	To receive details of the training offered and provided to Members and the take up	Head of Democratic Services / Head of HR development.
<ul style="list-style-type: none"> • Members Survey 	To consider Members survey	Head of Democratic Services
<ul style="list-style-type: none"> • Members Portal – Development stages 	To consider any updates in respect of the development of the Members Portal	Head of Democratic Services
JULY 2020		
<ul style="list-style-type: none"> • Review of Scrutiny Research take up and criteria 	To review the take up and criteria in respect of the research facility available to Members	Head of Democratic Services
<ul style="list-style-type: none"> • Review of Petitions Criteria 	To review the criteria following the decision taken by the Committee on the 17 th July 2019	Head of Democratic Services
<ul style="list-style-type: none"> • Resources Report 	To receive an update in respect of the resource provision for Democratic Services	Head of Democratic Services