

**WORK PROGRAMME 2017/18
DEMOCRATIC SERVICES COMMITTEE –**

DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, ,Annual, Biannual, Quarterly, Monthly)	Contact Officer/Head of Service
1 st February 2018	<ul style="list-style-type: none"> • Local Government Reform – Broadcasting of meetings 	Information/ Decision		Karen Jones
1 st February 2018	<ul style="list-style-type: none"> • Review of Welsh Language and the Translation Service 	Monitoring/ Decision		Karen Jones
1 st February 2018	<ul style="list-style-type: none"> • Induction Programme and Training and Development: • Evaluate Member Induction Programme • Equalities Matters 	Decision		Neil Evans
1 st February 2018	<ul style="list-style-type: none"> • Member Champion for Member Support and Development: • Review of Member Learning and Development 	Decision		Neil Evans

1 st February 2018	<ul style="list-style-type: none"> • Home ICT: • Review Member ICT Scheme • Member IT Reference Group 	Decision		Karen Jones/Steve John
1 st February 2018	<ul style="list-style-type: none"> • Review Arrangements around Annual Reports regarding report compilation; sample reports 	Decision		Annette Manchipp
1 st February 2018	<ul style="list-style-type: none"> • Apologies Policy – Publication of Reasons for Absence 	Monitor		Annette Manchipp
1 st February 2018	<ul style="list-style-type: none"> • Review of Staffing Structure of Democratic Services 	Decision		Karen Jones
1 st February 2018	<ul style="list-style-type: none"> • Overview and Scrutiny Development Update 	Information		Stacy Curran

Councillor A.N.Woolcock, to be invited to the meeting for Scrutiny issues