

**WORK PROGRAMME 2018/19
DEMOCRATIC SERVICES COMMITTEE**

MEETINGS TO START AT 9.30am AND FINISH AT 11.00am

DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, Annual, Biannual, Quarterly, Monthly)	Contact Officer/Head of Service
7 th November 2018	<ul style="list-style-type: none"> • Submission of Apologies 	Decision	Topical	Karen Jones/ Annette Manchipp
7 th November 2018	<ul style="list-style-type: none"> • Guidance Notes on Members Code of Conduct including Personal Interests and Prejudicial Interests 	Decision	Topical	Craig Griffiths
7 th November 2018	<ul style="list-style-type: none"> • Changes to the Constitution on scrutiny including references to Chairperson 	Decision	Topical	Craig Griffiths

Version 9 – 25 July 2018

Head of Democratic Services to decide agenda size and if additional meetings are required

<p>7th November 2018</p>	<ul style="list-style-type: none"> • Independent Remuneration Annual Report 	<p>Decision</p>	<p>Annual</p>	<p>Annette Manchipp</p>
<p>7th March 2019</p>	<ul style="list-style-type: none"> • Democratic Services Staffing Structure 	<p>Decision</p>	<p>Annual</p>	<p>Karen Jones</p>

Member Scrutiny Champion – Update Report tbc

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