

	A	B	C	D	E	F	G
1	Topic	Description	Lead	Requested by	Work outstanding	DSC further consideration	Council Date
2	Democratic Services Committee						
3	Work to complete & take to DSC						
4	Involvement of members	How we ensure all members are able to participate and contribute to the work of the Council - especially those not in groups and therefore not on committees	Wyn Richards	DSC Chair following request from Councillor Gary Price			
5	Member Champions	To confirm the current champions and review the role descriptions, appointment and reporting process.	Wyn Richards/Carol Johnson	DSC Chair following request from Councillor David Meredith	Information being collated for a report to go to DSC		
6	Case management [including keeping Members informed of issues raised by Town & Community Councils in their areas	Provisionally book presentation to DSC on system and look at needs of members 9 July. 08/01/2018 Kelly Watts advised Council's Corporate Complaints process as agreed by Jeremy Patterson - due to go live at the end of January with the following phases bringing on board Social Care Complaints and Case Management.	Wyn Richards/Carol Johnson	Previous DSC 03/07/2017	Further developments will need to be considered after this but no timescale available. Explore the need to ensure County Councillors were kept abreast of issues raised by Town and Community Councils and the responses from officers. REVIEW whether this process should be included in the current work on developing a case management system for Members.		
7	Opposition Day Debates on Council Agendas	Develop proposals using good practice from other Councils etc.	Wyn Richards	DSC 16/04/2018	Researching what other Councils do for a report to DSC		
8	Constitution - ongoing	Ongoing review by Constitution Working Group with recommendations to DSC and Council, as required.	Wyn Richards	DSC	Ongoing reports to DSC when needed		
9	Annual Improvement Letter [AIL]	Officers to review and only issues relating to Members in the Letter will be brought to the Committee, if required. 09/02 Wyn emailed Rhian to check if re AIL received.	Wyn Richards	DSC			
10	Developing the Council to be representative of its electorate in 2022	Explore how the Council prior to 2022 election can develop and promote democracy via such work as a programme of Members visits to schools to promote democracy, how the Council engages with younger people, the role of political parties. Invite Bets Ingram, Equality Officer to DSC meetings when discuss.	Democracy Working Group [DWG] / Sandra Matthew/Carol Johnson	DSC	DWG developing own Work Programme - reports to DSC meeting	Ongoing	N/A
11	Review how the Council engages with young people	Review of current engagement with young people and how this can be developed. Currently the Powys Youth Forum provides an annual Member Development session. Ideas which led to this topic - could school councils be invited to attend Shire meetings to engage with them. REVIEW after the White Paper [which may refer to Youth Councils] is published.	Wyn Richards	DSC			
12	Planning for 2022 election	Links with "Developing the Council to be representative of its electorate in 2022". In addition - preparing services for new membership [IT, HR, Payroll, Democratic Services]; candidate information; member induction programme; member information.		DSC			
13							
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16	DSC 29/04/2019						
17	Member development review post discussions at EMT & SLT	Developing more focussed member development	Wyn Richards	Chief Executive/EMT			

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18	Review of Senior salaries	Review of salaries	Wyn Richards	Scrutiny Development Board			
19	Review of recording reimbursement of care costs		Wyn Richards				
20	Personal safety guide for Members	Development of guidance to support members.	Carol Johnson	MDWG	Once approved by Council distribute to members and arrange development session		11/07/2019
21	Member support and wellbeing	Providing support to Members & co-opted members	Carol Johnson	MDWG	Costs & budget to be confirmed, HR to tender re service for staff & members. Once contract made promote to members		
22	ICT support to Members	Review of support to Members as part of review of service area		ICT			
23	Public participation at Council meetings	Further review	Wyn Richards		Recommendation from meeting & DSC 21/01/2019 to be considered by Council		
24	Members' facilities in County Hall - update	To ensure Members are involved in any discussions regarding future facilities for Members	Wyn Richards	DSC officers	Ongoing		
25							
26	DSC 21/01/2019						
27	Review of Public Participation at Council meetings	Public Participation at Council meetings pilot undertaken in January 2017. Reviewed by DSC and approved by Council July 2017. Agreed to operate for a year and then review and evaluate. Commenced Council meeting 19 October	Carol Johnson	Council July 2017			
28	Constitution - ongoing	Review Sections 7 & 9	Wyn Richards	DSC	Ongoing		
29	Mentoring scheme	Review completed by MDWG	Carol Johnson	MDWG			N/A
30	Members' facilities in County Hall	To ensure Members are involved in any discussions regarding future facilities for Members	Wyn Richards	DSC officers			
31	Mandatory development	Recommendation from MDWG re Corporate safeguarding and corporate parenting	Wyn Richards	MDWG 26/11/2018			
32	Protocol on Civic and Executive Matters - Section 27 Constitution	Review the Protocol agreed in April 2013	Carol Johnson	Scheduled review			
33							
34	DSC 14/11/2018						
35	Scrutiny Committee structure	Review of proposals	Wyn Richards	Scrutiny Development Board	N/A	N/A	N/A
36							
37	DSC 09/07/2018						
38	Member Development Strategy	Review completed by MDWG	Wyn Richards		N/A	N/A	12/07/2018
39	Developing the promotion of involvement in public life project - Democracy Working Group	National Democracy Week	Sandra Matthews/Carol Johnson		Ongoing	N/A	N/A
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41	Previous meetings May 2017- May 2018						

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1	Role of Chair of Council, all civic roles and Chair's car	Resolution at Council 13 July 2017 "RESOLVED to refer the matter of the practice of purchasing or leasing a car for the use of the Chairman to Democratic Services and to review the future role of the chairman and all civic roles."	Wyn Richards	Council	N/A	16/04/2018	12/07/2018
42	Blogging & Social Networking Guidance	Review Guidance previously agreed by Council January 2013. The review will link with the current review of the guidance for staff.		DSC	N/A	16/04/2018	12/07/2018
43	Mandatory development	Review of range of mandatory development	Wyn Richards	DSC	N/A	27/11/2018	
44	Timing of meetings - Members' survey	Spring 2018 to influence the 2019 diary which will be produced & approved by Council in the autumn of 2018 Agreed by DSC 15/01/18.	Steve Boyd (CSP - Board Business)	Welsh Govt requirement	N/A	16/04/2018	12/07/2018
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