



DEMOCRATIC SERVICES COMMITTEE – 18TH NOVEMBER 2015

SUBJECT: DEMOCRATIC SERVICES FORWARD WORK PROGRAMME

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151
OFFICER**

1. PURPOSE OF REPORT

- 1.1 To seek Democratic Services Committee's endorsement of the Forward Work Programme for the period 2015 to 2016.

2. SUMMARY

- 2.1 The report outlines a proposed Forward Work Programme of future Democratic Services Committee reports.
- 2.2 This is the first time the Forward Work Programme is being presented. Members are asked to request any additional reports in line with the Democratic Services Committee's terms of reference.
- 2.3 The Forward Work Programme can then be updated on a quarterly basis to reflect any amendments that need to be made to it.

3. LINKS TO STRATEGY

- 3.1 The Council is required to comply with the Local Government (Wales) Measure 2011 and the Statutory Guidance from Welsh Government in having a Democratic Services Committee whose role is to ensure that Councillors are fully supported in their crucial role, in particular in relation to Scrutiny.

4. THE REPORT

- 4.1 The Democratic Services Committee Work Programme sets out the key reports that the Committee expects to receive in the coming months. It is a legal requirement that such programmes are published. The programme is an important way of tracking the work of the Democratic Services Committee.
- 4.2 Appendix 1 to this report sets out details of the Democratic Services Committee Forward Work Programme for the period 2015 to 2016.
- 4.3 It should be noted that urgent and unanticipated reports could be added to the Democratic Services Committee Work Programme.

5. EQUALITIES IMPLICATIONS

- 5.1 The principles of good governance are directly linked to the Council's Strategic Equality Objectives, stemming from duties under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Welsh Language (Wales) Measure 2011. Equalities Implications are a standard part of all committee reports in order to ensure that due consideration has been given to the views of individuals and groups from the communities of Caerphilly county borough, regardless of their backgrounds and circumstances.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications associated with this report.

7. PERSONNEL IMPLICATIONS

- 7.1 There are no personnel implications associated with this report.

8. CONSULTATIONS

- 8.1 There are no consultation responses that have not been reflected in this report.

9. RECOMMENDATIONS

- 9.1 It is recommended that Democratic Services Committee approve the Forward Work Programme as outlined in Appendix 1.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 To satisfy legislative requirements and to ensure more transparent and effective decision-making.

11. STATUTORY POWER

- 11.1 Local Government Acts 1972 and 2000.

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Appendices:
Appendix 1 Democratic Services Committee Forward Work Programme