

| Reference  | Meeting Date | ACTION  | PROGRESS   | Officer       | Status    |
|------------|--------------|---|--|---------------|-----------|
| DPSC-201/1 | 12/12/22     | Create an action log recording actions agreed at Standards committee meetings and present at each quarterly committee meeting   | Log created and included on agenda for March 2022 meeting  | R J Edgecombe | Completed |
| DPSC-201/2 | 12/12/22     | Write to Group leaders setting out the committee's requirements regarding compliance with the Group Leaders duty in the Local Government and Elections Act  | Letter sent to Group Leaders 03/02/2023  | R J Edgecombe | Completed |
| DPSC-205/1 | 07/03/23     | Carry out annual data gathering exercise with Town and Community Councils to include additional questions and to be completed via SnapSurvey. Deadline for presentation of results 18/09/2023   | Exercise completed and report scheduled for 18/09/2023   | R J Edgecombe | ongoing   |
| DPSC-205/2 | 07/03/23     | Arrange 2 Code of Conduct Training sessions for Town and Community Councils in June/July 2023. One session to be during office hours and 1 session in early evening   | Sessions held in June and July 2023  | R J Edgecombe | Completed |
| DPSC-0000  | 11/04/23     | Include agenda item on developing a Forward Work Plan on the June Agenda  | Included in the agenda for June meeting  | RJEdgecombe   | Completed |
| DPSC-212/1 | 12/06/23     | Update Forward Work Plan with items relating to Dispensation Requests, Disciplinary Referrals and Informal Resolution Protocol and recirculate to members for approval  | Revised Plan circulated 03/07/2023.  | RJEdgecombe   | Completed |
| DPSC-212/2 | 12/06/23     | Finalise response to Penn Report consultation and sent to Welsh Government  | Response sent to Welsh Government on 20th June 2023  | RJEdgecombe   | Completed |
| DPSC-212/3 | 12/06/23     | Produce report to Committee at its December 2023 meeting regarding the Informal Resolution Protocol   | Report presented to committee 11/12/2023   | RJEdgecombe   | Completed |
| DPSC-212/4 | 12/06/23     | Finalise annual report and sent it to DSU for inclusion on Full Council agenda.   | Report sent to DSU 21st June 2023  | RJEdgecombe   | Completed |
| DPSC-212/5 | 12/06/23     | Prepare revised Disciplinary Hearings Procedure and submit to September 2023 meeting for approval   | Report not provided due to oversight. Revised target date of December 2023 meeting agreed for delivery of report. Report presented 11/12/2023  | RJEdgecombe   | Completed |
| DPSC-213/1 | 18/09/23     | Prepare report to December meeting regarding gifts and hospitality  | Report presented 11/12/2023  | RJEdgecombe   | Completed |
| DPSC-213/2 | 18/09/23     | Send fresh code training link to all Town and Community Councils  | Link sent 25/09/2023   | RJEdgecombe   | Completed |
| DPSC-213/3 | 18/09/23     | Write to All Town and Community Councils regarding duty to formally adopt training plan and reference latest Welsh Government Guidance. Advise Councils that they will be asked again about this in 2024. Provide sample training plan. Ask other Monitoring Officers if there is a similar level of compliance in their areas and what they are doing about it | Letter sent to all Councils with copy of Welsh Government Guidance 23/10/2023. Issue raised with other councils monitoring Officers 13/10/2023 | RJEdgecombe   | Completed |
| DPSC-213/4 | 18/09/23     | Contact Group Leaders to agree a date for them to meet with the Standards Committee early April 2024. Provide Group Leaders with Welsh Government Guidance. Seek views of Group Leaders regarding the report form. Establish what other monitoring Officers are doing regarding frequency of meetings   | Issue raised with other Monitoring officers 13/10/2023. Letter sent to Group Leaders 16/10/2023  | RJEdgecombe   | Completed |
| DPSC-213/5 | 18/09/23     | Submit response to Tribunal White Paper specifically referencing questions 28 and 29 and the diversity of tribunal membership   | Online response submitted 18/9/2023  | RJEdgecombe   | Completed |
| DPSC-216/1 | 11/12/23     | Amend Disiplinary hearing procedure to reflect comments at committee meeting  | Procedure amended 12/12/2023   | RJEdgecombe   | Completed |
| DPSC-216/2 | 11/12/23     | Declarations of Gifts and Hospitality - highlight to DSU correction needed in relation to one entry and make further enquiries regarding entry by Cllr Darren Price relating to Llaneli Rural Council dinner in honour of cllr Giles Morgan.  | Email sent to DSU 12/12/2023. Email sent to Llaneli Rural Council 12/12/2023   | RJEdgecombe   | Completed |
| DPSC-216/3 | 11/12/23     | Informal Resolution Procedure - Raise queries with Monitoring Officer regarding complaints between Unaffiliated members and who makes referral to PSOW if persistent breaches. Report back to committee   | Email sent to committee members on 06/02/2024  | RJEdgecombe   | Completed |
| DPSC-216/4 | 11/12/23     | Group Leaders Duty- Notify Group leaders of report deadline of 05/04/2024. Amend criteria to include reference to some of the matters included in the report template. Amend report template to include express reference to online behaviours. Add to criteria use of APW and PSOW decisions as learning tools.  | Reporting template and Assessment Threshold amended. Letter to Group Leaders sent 22/01/2024   | RJEdgecombe   | Completed |