

| Reference | Meeting Date | ACTION | PROGRESS | Officer | Status |
|------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-------------|-----------|
| DPSC-218/1 | 04/03/24 | Code Training For Town and Community Councillors. Identify training date and organise session for June or July. | Training event set for 28/06/2024. Invitation letter to councils sent 11/04/2024. Report to be presented to committee 09/09/2024 | RJEdgecombe | Completed |
| DPSC-218/2 | 04/03/24 | Send Code data questions for translation and then send out snapsurvey | Survey sent for distribution on 07/05/2024. Report to be presented to committee 09/09/2024 | RJEdgecombe | Completed |
| DPSC-218/3 | 04/03/24 | Add review of APW and PSOW decisions and minutes of Standards Committee Chairs Forum to Forward Work Programme and send for publication | Programme amended 04/03/2024 and sent to DSU for publication | RJEdgecombe | Completed |
| DPSC-218/4 | 04/03/24 | Progress recruitment of new co-opted member and set provisional dates for shortlisting and interviews with the aim of Full council approval July 2024 | Interviews held 17/07/2024. Report to be taken to full council on 11th September confirming appointment | RJEdgecombe | Completed |
| DPSC-221 | 22/04/24 | Arrange refresher code of conduct training for County Councillors to coincide with the mid point of their current term of office. Extend annual training sessions to County Councillors | Session arranged for 23rd January 2025 but cancelled | RJEdgecombe | Ongoing |
| DPSC-225/1 | 09/09/24 | Send letters of thanks to Linda Rees-Jones and Philip Rees | Letters sent 06/11/2024 | RJEdgecombe | Completed |
| DPSC-225/2 | 09/09/24 | Send APW and PSOW decisions to Group Leaders | Decisions sent 30/09/2024 | RJEdgecombe | Completed |
| DPSC-228/1 | 09/12/24 | Agenda item 4 - check and confirm date for refresher code training | Date confirmed as 23/01/2025 and confirmation sent to Committee Members 09/12/2024 | RJEdgecombe | Completed |
| DPSC-228/2 | 09/12/24 | Agenda item 8 - (1) Amend report template to include specific reference to Group Leader Assessment criteria. (2) Amend assessment criteria to include reference to taking account of APW/PSOW decisions that are notified to Group Leaders. (3) Arrange and diarise 6 monthly meetings between Chair and Vice Chair and Group Leaders. | Report Template and Assessment Criteria amended and provided to Group Leaders. First 6 monthly meeting arranged | RJEdgecombe | Completed |