



12 December 2022

Dear Sir / Madam

I write to inform you that a Meeting of the Democratic Services Committee will be held at Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron and remotely via video conferencing on Friday, 16 December 2022 at 10.00 am for the transaction of the following business:

- 1. Apologies**
- 2. Disclosure of personal / prejudicial interests**
- 3. To consider the Minutes of the previous meeting and to consider any matters arising (Pages 3 - 6)**
- 4. To consider a report on Member ICT Provision of iPads (Pages 7 - 8)**
- 5. To consider a report on Diversity in Democracy (Pages 9 - 14)**
- 6. To consider a report on Attendance at Hybrid Meetings (Pages 15 - 18)**
- 7. To consider a report on Timings of Meetings - Survey (Pages 19 - 22)**
- 8. To consider a report on the Members' Induction Programme 2022 (Pages 23 - 28)**
- 9. To consider a report on an Annual Review of Members' Training and Development Needs (Pages 29 - 52)**
- 10. To consider items for the forward work programme**
- 11. Any other matter which the Chairman decides is for the urgent attention of the Committee**

Members are reminded to sign the Attendance Register

A Translation Services will be provided at this meeting and those present are welcome to speak in Welsh or English at the meeting.

Yours faithfully



**Miss Lowri Edwards**  
**Corporate Lead Officer: Democratic Services**

**To: Chairman and Members of Democratic Services Committee**  
The remaining Members of the Council for information only.