



21 February 2024

Dear Sir / Madam

I write to inform you that a Meeting of the Democratic Services Committee will be held remotely on Wednesday, 28 February 2024 at 10.00am 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 any matters arising (Pages 3 - 6)**
4. **To consider a report on a discussion paper for live-streaming of additional committees (Pages 7 - 8)**
5. **To consider a report on a draft Protocol for Councillor Representing Multi-Member Wards (Pages 9 - 14)**
6. **To consider a report on the findings of a survey upon research facilities (Pages 15 - 18)**
7. **To consider a report on the progress of the Member Induction Programme 2022 and ongoing training (Pages 19 - 26)**
8. **To consider a report on Well-being and Personal Safety - a Guide for Councillors (Pages 27 - 38)**
9. **To consider items for the Forward Work Programme**
10. **Any other matter which the Chairperson decides is for the urgent attention of the Committee**
11. **Supplementary Agenda item – To Consider a report on the Draft Guidance of r Chairs / Vice-chairs on adjourning, suspending or terminating a meeting and for consideration of exempt items.**

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

A handwritten signature in black ink, appearing to read 'L Edwards', written in a cursive style.

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.