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AGENDA

Committee	DEMOCRATIC SERVICES COMMITTEE
Date and Time of Meeting	MONDAY, 19 JULY 2021, 4.30 PM
Venue	REMOTE MEETING VIA MS TEAMS
Membership	Councillor Jones-Pritchard (Chair) Councillors Burke-Davies, Bowden, Goddard, Goodway, Kelloway, Lay, Naughton, Keith Parry, Mia Rees, Sandrey and Wong

1 Apologies for Absence

To receive apologies for absence.

2 Appointment of Chair & Committee Membership

The Council, at its annual meeting on 27 May 2021 appointed Councillor Mike Jones-Pritchard as Chairperson of this Committee and the following Members to this Committee:

Councillors Bowden, Burke-Davies, Goddard, Goodway, Kelloway, Lay, Naughton, Keith Parry, Mia Rees, Sandrey and Wong.

3 Terms of Reference

The Council, at its annual meeting on 27 May 2021, agreed the following Terms of Reference:

- To carry out the local authority's function of designating the Head of Democratic Services.
- To keep under review the adequacy of provision of staff, accommodation and other resources made available to discharge the democratic services functions of the Authority.
- To make reports, at least annually, to the full Council in relation to these matters.

4 Declarations of Interest

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

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5 Minutes *(Pages 3 - 8)*

To approve as a correct record the minutes of the meeting held on the 24 May 2021.

6 Democratic Services - Activities and Support *(Pages 9 - 18)*

Report of the Head of Democratic Services

7 Diverse Council Report *(Pages 19 - 56)*

Report of the Head of Democratic Services

8 Candidate Event *(Pages 57 - 62)*

Report of the Head of Democratic Services

9 Review of Key Documents *(Pages 63 - 146)*

Report of the Head of Democratic Services

10 Forward Work Programme *(Pages 147 - 152)*

Report of the Head of Democratic Services

11 Urgent Items (if any)

12 Date of Next Meeting

The next meeting of the Democratic Services Committee is on Monday 18 October 2021 at 5.00 pm.

Davina Fiore

Director Governance & Legal Services

Date: Tuesday, 13 July 2021

Contact: Kate Rees,

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