

To: Members of the Democratic
Services Committee

Date: 27 June 2016

Direct Dial: 01824 712589

e-mail: democratic@denbighshire.gov.uk

Dear Councillor

You are invited to attend a meeting of the **DEMOCRATIC SERVICES COMMITTEE** to be held at **10.00 am** on **FRIDAY, 1 JULY 2016** in **CABINET ROOM, COUNTY HALL**.

Yours sincerely

G Williams
Head of Legal, HR and Democratic Services

AGENDA

1 APOLOGIES

2 DECLARATION OF INTEREST

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

3 URGENT ITEMS AS AGREED BY THE CHAIR

Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act, 1972.

4 APPOINTMENT OF VICE CHAIR

To appoint a vice chair of the Democratic Services Committee for the ensuing year.

5 MINUTES OF THE LAST MEETING (Pages 3 - 8)

To receive the minutes of the Democratic Services Committee held on the 22 January 2016 (copy attached).

6 TRAINING AND DEVELOPMENT FOR ELECTED MEMBERS (Pages 9 - 48)

To consider a report by the Lead Member for Modernisation and Housing (copy attached) on training and development for elected members.

7 MEMBER ATTENDANCE (Pages 49 - 52)

To consider a report by the Lead Member for Modernisation and Housing (copy attached) for the committee to consider and comment upon the options available for the arrangements for committees.

8 DENBIGHSHIRE'S STYLE OF MINUTES (Pages 53 - 56)

To consider a report by the Democratic Services Manager (copy attached) for the committee to comment on the appropriate style and contents for minuting formal Council and committee meetings.

9 FORWARD WORK PLAN

To consider a verbal report by the Democratic Services Manager,

MEMBERSHIP

Councillors

Joan Butterfield
Bill Cowie
Stuart Davies
Martyn Holland
Barry Mellor

Bob Murray
Merfyn Parry
Arwel Roberts
Cefyn Williams

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