

SUBJECT:	Timing of Meetings Follow Up
MEETING:	Democratic Services Committee
DATE:	20 March 2023
DIVISION/WARDS AFFECTED:	N/A

1. PURPOSE:

To consider the responses to the member survey on preferred timing for full council meetings with a view to making a recommendation to Full Council on the most appropriate.

2. RECOMMENDATIONS:

That Councillors review survey responses and agree a preferred time for full council meetings.

3. KEY ISSUES:

3.1 The Council is required under the Local Government Measure 2011 to review the timing and frequency of Council meetings at least once every term of Council, ideally at the beginning of each, to ensure the arrangements are appropriate for all Councillors.

3.2 Democratic Services Committee reviewed the timing of meetings at its meeting on the 27th June 2022 and recommended to Council, who agreed that;

- Each committee is free to recommend the most suitable time of the committee for themselves and that suits the members of that committee
- That the timing of full council meetings remains at 14:00 for at least 12 months to allow members to gain more experience in the role before making recommendation due to the high number of new members elected in May 2022.

3.3 At the previous meeting of Democratic Services Committee, members agreed a set of questions to be sent to all councillors to gather an understanding of the most suitable time for councillors to hold a meeting of Full Council. The responses to the survey are attached as an appendix to this report.

3.4 In summary of the responses:

- 29 out of 46 members responded to the survey
- 18 out of the 29 respondents preferred afternoon meetings, with 10 in favour of a 1pm and start and 14 in favour of a 2pm start.
- If a council meeting was to be held in the evening a 5pm start was chosen as most suitable or 10am is a morning start was proposed.
- Mondays and Fridays were reported back as the days that prove the most challenging for members

- 11 members reported that they have caring responsibilities and many of those commented that school pick up times can be difficult to manage.
- The majority of respondents prefer to participate in full council meetings in person rather than joining remotely though accept the remote technology works well and can be helpful to participate in meetings that they would otherwise be unable to attend.
- 23 respondents do not want to alternate the start time of full council meetings.

4. REASONS:

To comply with the requirements of the Local Government Measure and ensure arrangements for full council meetings are appropriate for all members.

5. RESOURCE IMPLICATIONS:

None

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

There are no sustainable development or equality impacts arising from this report.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

There are no safeguarding or corporate parenting implications associated with this report.

8. CONSULTEES:

Democratic Services Committee
All Councillors

9. BACKGROUND PAPERS:

Local Government Measure 2011

10. AUTHOR:

John Pearson, Local Democracy Manager

CONTACT DETAILS:

Tel: 01633 644212

E-mail: johnpearson@monmouthshire.gov.uk