

DEMOCRATIC SERVICES COMMITTEE

8TH SEPTEMBER 2017

SURVEY – TIMING OF MEETINGS

RECOMMENDATIONS / KEY DECISIONS REQUIRED:

To consider the initial results of the timing of meetings survey, and to note that the Constitutional Review Working Group has requested further information before making a recommendation to firstly the Democratic Services Committee and thereafter Council for determination.

REASONS:

In accordance with the Local Government (Wales) Measure 2011, the Council is required to survey Members in respect of the times and intervals at which meetings of a local authority are held. All local authorities should review the times at which meetings are held at least once in every term, preferably shortly after the new council is elected.

This report provides the initial findings of the survey.

| | |
|------------------------------|----------------|
| Scrutiny Committee consulted | Not applicable |
| Exec Board Decision Required | NO |
| Council Decision Required | YES |

Executive Board Member Portfolio Holder(s): Cllr Emlyn Dole - Leader

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Directorate</p> <p>Name of Head of Service: Linda Rees Jones</p> <p>Report Author: Gaynor Morgan</p> | <p>Chief Executive's</p> <p>Designations: Head of Administration & Law</p> <p>Head of Democratic Services</p> | <p>Tel Nos. 01267 224012 LRJ 01267 224026 GM</p> <p>E Mail Addresses: Lrjones@carmarthenshire.gov.uk gmorgan@carmarthenshire.gov.uk</p> |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

EXECUTIVE SUMMARY
DEMOCRATIC SERVICES COMMITTEE

SURVEY – TIMING OF MEETINGS

In accordance with the Local Government (Wales) Measure 2011, the Council is required to survey Members in respect of the times and intervals at which meetings of a local authority are held. All local authorities should review the times at which meetings are held at least once in every term, preferably shortly after the new council is elected.

The Timing of Meetings Survey of all Elected Members was completed as part of the Councillor Registration events and 70 completed responses were received.

The results of the survey suggest that the majority of members would prefer meeting arrangements to remain as at present, a copy of the full results is attached for the Committee's consideration.

The last timing of meetings survey was conducted in May 2015 and considered by Council as part of the CRWG recommendations (17th June 2015 – Minute 4.3 refers) when having regard to the responses received, the Council determined that arrangements remain unchanged.

An initial report on the outcome of the survey was considered by the Constitutional Review Working Group on the 31st July 2017. The Group requested that further analysis of the responses be undertaken to ascertain the age profile of those members favouring evening meetings and which Committees they sat on. CRWG also recommended that the possibility of holding an evening member development session be explored,

A further report will be submitted to the Committee for consideration at its next meeting

DETAILED REPORT ATTACHED?

YES - Survey Results
Appendix 1 – Elected Members
Appendix 2 – Co-opted Members

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Linda Rees Jones, Head of Administration & Law

| | | | | | | |
|-----------------------------------------|------------|-------------|-------------|------------------------|-----------------------|-----------------|
| Policy, Crime & Disorder and Equalities | Legal | Finance | ICT | Risk Management Issues | Staffing Implications | Physical Assets |
| NONE | YES | NONE | NONE | NONE | NONE | NONE |

Legal

The Local Government Wales Measure 2011 requires authorities to consult its members on the times at which meetings are held.

Finance

Evening meetings would result in additional staffing costs.

Staffing Implications

Possible staffing implications should the Authority move towards evening meetings.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Linda Rees Jones, Head of Administration & Law

1.Scrutiny Committee Not applicable

2.Local Member(s) Not applicable

3.Community / Town Council Not applicable

4.Relevant Partners Not applicable

5.Staff Side Representatives and other Organisations Not applicable

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW:

| Title of Document | File Ref No. | Locations that the papers are available for public inspection |
|-------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Local Government Wales Measure 2011 | | http://gov.wales/topics/localgovernment/publications/lgmeasure11/?lang=en |