

ISLE OF ANGLESEY COUNTY COUNCIL	
Committee:	Democratic Services Committee
Date of meeting:	13 December 2017
Title:	Timing of Council Meetings
Author:	Head of Democratic Services

1.0 Background

- 1.1 In accordance with the statutory guidance issued by the Welsh Government under Section 6(1) of the Local Government (Wales) Measure 2011, the Council is required to survey Members in respect of the times at which meetings of a local authority are held. All local authorities should review the times at which meetings are held at least once every term, preferably shortly after the new Council is elected.
- 1.2 Following consultation with the Group Leaders on 26 October 2017 a survey was sent to all Members to obtain their views. The options were to start meetings at 10.00 am, 2.00 pm, 4.00 pm and 6.00 pm.

2.0 Response

- 2.1 13 responses were received (43%). The preferred options are outlined below:

Committee	Feedback in order of preference	Number that chose the time as their first preference
County Council		
10.00 am	2	4
2.00 pm	1	7
4.00 pm	3	1
6.00 pm	4	0
The Executive		
10.00 am	1	10
2.00 pm	2	0
4.00 pm	3	0
6.00 pm	4	0
Scrutiny Committees		
10.00 am	1	6
2.00 pm	2	5
4.00 pm	3	1
6.00 pm	4	0
Quasi-Judicial		
10.00 am	2	4
2.00 pm	1	7
4.00 pm	3	1
6.00 pm	4	0

Committee	Feedback in order of preference	Number that chose the time as their first preference
Other Committees		
10.00 am	1	7
2.00 pm	2	5
4.00 pm	3	0
6.00 pm	4	0

2.2 Summary of the results

- County Council – majority supporting 2.00pm
- The Executive – support for 10.00am
- Scrutiny Committees (currently 2.00pm) – majority supporting 10.00am.
- Quasi-judicial Committees – majority supporting 2.00pm. It should be noted here that one Member supported moving the Planning Committee to 4.00pm. The current arrangement is that the Planning Committee starts at 1.00pm.
- Other Committees – majority supporting 10.00am.

2.3 Other observations

2.3.1 Some Members did not favour late meetings due to other commitments in the community (eg community council and meetings of governing bodies). One Member also referred to the additional pressure on the officers who attend meetings.

2.3.2 Three members were of the opinion that starting at 1.00pm would be better than 2.00pm, particularly when meeting agendas are lengthy. One member favoured starting the Planning Committee at 4.00pm. Another member favoured starting most meetings at 4.00pm for the convenience of members who work and the public, but another member considered that there would be no advantage in starting at 4.00pm, as this would still affect working hours and evening duties (community councils etc). Reference was also made to the fact that those meetings on web-cast are available to the public on the Council's website. .

3.0 Conclusions

3.1 It appears that the only change supported by the majority is moving the start time of Scrutiny Committees to 10.00am.

4.0 Equality Impact Assessment

- 4.1 The Council is required, when reviewing existing policies or procedures, to carry out an equality impact assessment and give 'due regard' (ie give appropriate weight) to the results of the assessment. The findings of the assessment are given below:
- 4.1.1 Implementing a recommendation to change start times from the afternoon to the morning should not have a differential effect on any protected group.
- 4.1.2 However, there is a need to ensure that the Democratic Services Committee and the Full Council are aware of the feedback received in favour, as well as against, holding late meetings before making a final decision (see 2.3 above).
- 4.1.3 This opportunity should be taken to raise awareness of the reimbursement of care costs available to enable any person whose ability to participate as a member of an authority would be limited by their responsibilities as a carer, or for a member to receive care support to enable that individual to carry out their role. The Independent Remuneration Panel for Wales considers that Democratic Services Committees should take steps to encourage eligible members to claim this reimbursement.
- 4.1.4 Any new arrangements should be monitored as it will not be possible to consider the actual impact of any policy until it is implemented.

5.0 Recommendations

The Committee is requested:

- 5.1 to consider the observations of the Members who responded to the questionnaire and consider the propriety of changing the timing of Scrutiny Committees to start at 10.00am.
- 5.2 make recommendations to the full Council on the timing of Council meetings from 2018/19.

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06/12/17