

COUNTY COUNCIL

Date of Meeting	Tuesday, 10 May 2016
Report Subject	County Council Diary of Meetings 2016/17
Report Author	Chief Officer (Governance)

EXECUTIVE SUMMARY

The Council's schedule of meetings includes meetings in the morning and afternoon.

The Council has recently carried out a survey amongst Members to ascertain their preferences for when our formal meetings should be held. The Democratic Services Committee has recommended, following consideration of the survey, that the status quo be maintained for the life of this Council. The new Council, which is to be elected in May 2017, will be invited to review its meeting arrangements.

RECOMMENDATIONS

1	That the draft diary of meetings for 2016/17 be approved.
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REPORT DETAILS

1.00	EXPLAINING THE COUNTY COUNCIL DIARY OF MEETINGS 2016/17
1.01	Following a decision of County Council in March 2010, the diary of meetings is based on an approximate 10 week cycle.
1.02	In addition to the County Council meetings in the 10 weekly cycle, there are specific meetings scheduled for the Statement of Accounts, Annual Performance Report, the Budget/HRA, Council Tax Setting, the Annual meeting and the Improvement Plan report.
1.03	There are also four reserved slots in the diary should any special meetings need to be called.
1.04	Overview and Scrutiny Committees are scheduled to meet approximately twice in the 10 week cycle. This enables timely reporting for budget and performance reports.
1.05	Following suggestions from some Members that we should broaden the span of when we hold our meetings, to include evenings, the Democratic Services Committee instructed the officers to carry out a survey of Members. This is recognised as good practice: by holding day time meetings, the Council could be limiting opportunities for those who are in employment or who have caring responsibilities to stand for office. By conducting the survey, we are able to prove that these issues have been given due consideration. At the 27 th January meeting of the Democratic Services Committee, when the issue was considered, there was a proposal made during the meeting that Council should consider holding its meetings at 5pm. That proposal was considered by the Council, but was not supported, at the 1st March meeting.
1.06	The survey was held during March and covered both elected and co-opted Members. The results of the survey showed a marked preference for maintaining our current arrangements, which is to have a combination of morning, afternoon and evening meetings. This was reflected amongst both elected and co-opted member respondents. At its meeting on 27th April, the Democratic Services Committee recommended, following consideration of the results of the survey, that the status quo be maintained for the life of this Council.
1.07	It was recognised, however, that the new Council which is to be elected in May 2017 will have a different composition. It is appropriate that the new Council once elected will be invited to review the meeting arrangements to ensure that these meet its requirements.
2.00	RESOURCE IMPLICATIONS
2.01	None.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Chief Officer Team, Policy, Performance & Partnerships Team, Overview & Scrutiny Team, Corporate Finance Manager, Internal Audit Manager, Development Manager, Group Leaders and Chairs and Vice-Chairs of Committees.

4.00	RISK MANAGEMENT
4.01	None.

5.00	APPENDICES
5.01	Draft diary of meetings 2016/17.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None. Contact Officer: Nicola Gittins, Team Manager – Committee Services Telephone: 01352 702345 E-mail: nicola.gittins@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	Schedule of meetings – covers the period from 1 September 2016 to 31 July 2017 Gap in meetings from 17 April to 2 June 2017 – No meetings have been scheduled for this period, apart from the Council’s Annual Meeting on 16 May 2017, to enable Members to canvas prior to the County Council elections on 4 May 2017 and to allow Membership of each Committee to be agreed following the AGM on 16 May 2017 prior to the despatch of any agendas