

TO ALL MEMBERS OF COUNCIL

MEMBERS' SURVEY QUESTIONNAIRE:
TIMING OF COUNCIL MEETINGS

In accordance with the provisions of the Local Government Measure, all Local Authorities should review the timings of Council meetings (this includes meetings of the full Council and any committee or sub-committee of the Council) at least once in every term, preferably after the new Council is elected.

We would like your feedback to assess your preference in relation to when the above meetings should be held, intervals and locations which are convenient to the majority of Members.

I would be grateful if you could complete this survey and return to
Head of Democratic Services, Civic Centre, Port Talbot Civic Centre
by Friday, 6 October 2017

COUNCILLOR: (Please insert name)

1. Do you find the arrangements for the current Cycle/Timetable of Meetings (attached) satisfactory?

YES / NO

If you answered NO to Question 1, please state why in the comments box.

Comments:

2. Please indicate your preference in relation to timings of meetings*:

- **Mornings**
(9am - 1pm)
 - **Afternoons**
(2pm - 5pm)
 - **Evenings**
(6pm - 8pm)
 - **Rotation of the above**
- Other**
(Please specify)
-

Comments: *(*It would assist the process if you are able to give a reason for your preferences - i.e. due to work or family commitments, or other evening commitments etc)*

3. Please indicate your preference in relation to location of meetings, bearing in mind the need for suitable arrangements to accommodate the larger Council/Committee meetings.

- **Port Talbot Civic Centre**
- **Neath Civic Centre**

Comments:

4. **Please indicate your preference in relation to frequency of Council, its Committees or Sub Committee meetings (see for reference the current Cycle as given on attached):**

- **Status Quo**

- **Other – please state your preference in the space below**

Comments:

5. **Please indicate below how you feel the facilities in the meeting rooms in Port Talbot and Neath Civic Centre could be improved?**

Comments

THANK YOU FOR YOUR TIME.

**PLEASE RETURN TO THE HEAD OF DEMOCRATIC SERVICES, CIVIC CENTRE, PORT TALBOT
BY 6 OCTOBER 2017**