

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

DEMOCRATIC SERVICES COMMITTEE

Report of the Head of Legal and Democratic Services – Mr C. Griffiths

13 February 2023

Matter for Information

Wards Affected:

All Wards

Timing of Council Meetings

Purpose of the Report

1. To update Members of the Democratic Services Committee on requirements surrounding the timing of Council meetings.

Background

2. Section 6 of the Local Government (Wales) Measure 2011 requires the Council to undertake a survey of Members regarding the timing, frequency and location of meetings of the Council and its Committees at least once during the term of administration.
3. Following analysis of the original survey results at the meeting of the Democratic Services Committee held on 19 October 2017, Members requested that arrangements be made by canvassing the views of individual Committees as to the timings of those meetings.

4. To satisfy section 6 of the Local Government (Wales) Measure 2011 this arrangement has continued annually, with individual Committees being canvassed for their views on their respective meeting times following the Annual Meeting of Council.
5. Members of Council are also surveyed annually and are asked to comment on frequency and timing of meetings.
6. There are no arrangements that suit all Members in relation to all formal meetings, but the majority of respondents outlined their support for the current cycle schedule.
7. The cycle of meetings is agreed at the Annual Meeting of Council and members are keen that these meeting dates are only changed or cancelled if absolutely necessary.

Financial Impact

8. There are no financial impacts associated with this report. However, future changes to meeting times and/or venues locations may have potential implications in relation to the costs associated with administering the governance arrangements of the Council.

Integrated Impact Assessment

9. As this report relates to governance, no integrated impact assessment is required

Workforce Impacts

10. There are no workforce impacts associated with this report. However, changes to existing meeting arrangements may have implications for those officers who attend meetings of the Council.

Legal Powers

11. S.6 Local Government (Wales) Measure 2011

<http://www.legislation.gov.uk/mwa/2011/4/contents>

Risk Management

12. There are no significant risks associated with this report.

Consultation

13. There is no requirement under the Constitution for external consultation on this item.

Recommendation

14. That the Committee note the update in relation to Timings of Meetings.
15. That the Committee endorse the inclusion of 'Timings of Meetings' questions to be included in the Annual Member Survey.

List of Background Papers

16. None.

Officer Contacts

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