

## **Constitution Committee**

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**Date of Meeting:** 21<sup>st</sup> November 2019.

**Report Title:** Council Meeting Arrangements

**Senior Officer:** Head of Democratic Services and Governance

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### **1. Report Summary**

Council, on 17<sup>th</sup> October 2019, considered a report on meeting arrangements, which provided an opportunity for the meeting to determine whether changes should be made. During the debate, it was proposed that Members should be given a further opportunity to comment upon the proposals in the report, before the matter was considered further.

An exercise has been undertaken to secure the views of Members. This report will enable the Committee to consider Member responses, in order for it to make recommendations to Council.

### **2. Recommendation**

- 2.1. That the Committee consider its original recommendations to Council upon meeting arrangements, together with the submissions made by Members, before making its recommendations to the December meeting of Council.

### **3. Background**

- 3.1. On 19<sup>th</sup> September 2019, the Committee considered a report, which addressed a number of practical issues relating to meeting arrangements.
- 3.2. The Committee made a series of recommendations to Council on 17<sup>th</sup> October 2019. The report appears at Appendix A.
- 3.3. During the debate at the Council meeting, views were expressed that Members should be given a further opportunity to comment upon the proposals in the report, before the matter was considered further.

3.4. Following the meeting of Council, a survey was sent to Members. This can be seen at Appendix B.

3.5. Officers have analysed the survey responses, and a summary of that analysis appears at Appendix C.

#### **4. Implications of the Recommendations**

The recommendations of the Committee will inform the decision of Council at its December meeting. If Council decides that changes should be made to the Council's meeting arrangements, these will need to be reflected in the Council's Constitution.

##### **4.1. Legal Implications**

Any changes to the Council's meeting arrangements must be reflected in the Council's Constitution.

##### **4.2. Finance Implications**

No direct finance implications would arise from the recommendations of this report.

##### **4.3. Policy Implications**

No direct policy implications would arise from the recommendations of this report, other than those matters which would be reflected in the Council's Constitution.

##### **4.4. Equality Implications**

The Committee will consider practicalities relating to its meeting arrangements, such as the day upon, and the time at which, Council should meet. The recommendations made by the Committee will take account of the needs of those with disabilities, who currently find it difficult to find parking provision in Sandbach Town Centre, as a consequence of meetings taking place on Market Day.

##### **4.5. Human Resources Implications**

No direct human resources implications would arise from the recommendations of this report.

##### **4.6. Risk Management Implications**

No direct risk management implications would arise from the recommendations of this report.

#### **4.7. Rural Communities Implications**

No direct rural communities implications would arise from the recommendations of this report.

#### **4.8. Implications for Children & Young People/Cared for Children**

There are no direct implications for children and young people.

#### **4.9. Public Health Implications**

There are no direct implications for public health.

#### **4.10. Climate Change Implications**

Current difficulties experienced by Members in seeking parking spaces on the day of Council might result in additional driving around Sandbach in order for some Members to find car parking provision. The proposed change of day of Council meetings, to avoid Market Day, would minimise this.

### **5. Ward Members Affected**

There would appear to be no direct issues relating to particular Wards.

### **6. Consultation & Engagement**

All Members have been given the opportunity to participate in a survey, in order to secure their feedback upon the matters previously considered by the Committee and Council.

### **7. Access to Information**

Other than the documents appended to this report, there are no background documents.

### **8. Contact Information**

8.1. Any questions relating to this report should be directed to the following officer:

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