

Decision Maker: COUNCIL

Date: 4th June 2014

Decision Type: Non-Urgent Non-Executive Non-Key

Title: COUNCILLOR ATTENDANCE 2013/14

Contact Officer: Graham Walton, Democratic Services Manager
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 One of the recommendations of the Constitution Improvement Working Group, endorsed by Council on 15th December 2009, was that details of Councillor attendance at meetings be published at the end of each Council year. The data for 2013/14 will be included in this report. The data covers formal meetings of the Council, the Executive, Committees and Sub-Committees, plus at the request of the Constitution Improvement Working Group various other meetings including executive and non-executive working groups. Even with this additional information, this report does not purport to give an exhaustive account of Councillor activity.
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2. **RECOMMENDATION(S)**

Council is asked to note the Councillor attendance data for 2013/14 and agree that, subject to inclusion of data from any outstanding meetings and any minor corrections identified by Members, this be published on the Council website.

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Excellent Council:
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Financial

1. Cost of proposal: No Cost:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Representation
 4. Total current budget for this head: £1,159,600
 5. Source of funding: 2013/14 Revenue budget
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Staff

1. Number of staff (current and additional): 0
 2. If from existing staff resources, number of staff hours: N/A
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Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable: This report does not involve an executive decision
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is provided for the benefit of Councillors and to assist in providing transparency about the work of Councillors.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

3.1 The Constitution Improvement Working Group in its third report, presented to full Council on 15th December 2009, recommended that information about Councillor attendance at meetings should be recorded and published annually. This information has always been published through the minutes of meetings, but was not previously been brought together in one document. The recommendation (set out below) was adopted by Council -

“That attendance information be routinely collected and that it be published annually at the end of the Municipal Year including details of apologies for absence and the appointment of substitutes.”

3.2 The meetings covered are listed in appendix 1; these are all Council, Committee, Sub-Committee and Executive/Portfolio Holder meetings during the Council year 2013/14, plus a variety of other meetings and working groups. The Constitution Improvement Working Group also suggested that individual Members be offered the opportunity to add any further notes or comments that take into account any other meetings not already covered. A schedule covering attendance of individual members will be circulated “to follow” as soon as it is available as appendix 2.

3.3 The data in appendix 2 will not include attendance at a variety of more informal meetings, partnership meetings, official engagements carried out by the Mayor and Deputy Mayor, or any of the wide range of ward-related activities carried out by Councillors throughout the year.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Minutes of meetings in 2013/14 (except those held in private.)

Meeting Name	Number of Meetings in 2013/14
Council, Committees & Sub-Committees (91)	
Council	6
General Purposes & Licensing	7
Appeals Sub-Committee	5
Audit Sub-Committee	3
Industrial Relations Sub-Committee	1
Licensing Sub-Committee	24
Local Joint Consultative Committee	3
Pensions Investment Sub-Committee	5
Rights of Way Sub-Committee	1
Development Control Committee	6
Plans Sub-Committees (x4)	26
Appointment Panel	0
Standards Committee	1
Urgency Committee	3
PDS Committees and Sub-Committees (41)	
Care Services PDS Committee	5
Education PDS Committee	5
Environment PDS Committee	5
Executive & Resources PDS Committee	8
Public Protection & Safety PDS Committee	5
Renewal & Recreation PDS Committee	5
Education Budget PDS Sub-Committee	5
Health Scrutiny PDS Sub-Committee	3
Executive meetings (13)	
Executive	11
Improvement & Efficiency Sub-Committee	0
Portfolio Holder Meetings	2
Other Meetings (54)	
Health & Wellbeing Board	6
SACRE	3
Economic Partnership	4
Safer Bromley Partnership	4
Adoption Panel	14
Foster Panel	19
Crystal Palace Park Executive Project Board	4
Executive Working Groups (22)	
Biggin Hill Heritage Centre WG	1
Constitution Improvement WG	2
Children's Board	9
Child Safeguarding & Corporate Parenting WG	2
Local Development Framework Advisory Panel	6
Special Educational Needs WG	2
PDS Working Groups (14)	
Beckenham & West Wickham Town Centres WG	3
Behaviour Service WG	1
Costs and Charges WG	2
Primary School Places WG	2
New Technology WG	3
Parking WG	1
School Governance WG	2
TOTAL	235