
Decision Maker: COUNCIL

Date: Monday 16th July 2018

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

Title: COUNCILLOR ATTENDANCE 2017/18

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. Normally, this report is presented to the Council's annual meeting; unfortunately it was not ready in time this year, but is now set out 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.
- 1.2 This report does not purport to cover every meeting or to give an exhaustive account of the very wide range of activities undertaken by Councillors, of which these meetings form only a part.

2. RECOMMENDATION

Council is asked to note the Councillor attendance data for 2017/18 and agree that, subject to inclusion of data from any outstanding meetings and any minor corrections, this be published on the Council website.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
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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: £1,067,960
 5. Source of funding: 2018/19 Revenue Budget
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Personnel

1. Number of staff (current and additional): Not Applicable
 2. If from existing staff resources, number of staff hours: Not Applicable
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Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable: This report does not require an executive decision.
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Procurement

1. Summary of Procurement Implications: Not Applicable
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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 following recommendation 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 2017/18, plus a variety of other meetings and working groups. A schedule covering attendance of individual Members is attached as appendix 2.
- 3.3 The data in appendix 2 does not include attendance at a variety of more informal meetings, pre-meetings and callovers, partnership meetings, official engagements carried out by the Mayor and Deputy Mayor, or any of the wide range of ward-related activities and case-work carried out by Councillors throughout the year. 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 – these are included in a notes column in appendix 2.

Non-Applicable Sections:	Impact on Vulnerable Adults and Children/Policy/ Financial/Personnel/Legal/Procurement
Background Documents: (Access via Contact Officer)	Minutes of meetings held in 2017/18

Appendix 1

Meeting Name	Number of meetings in 2016/17	Number of Meetings in 2017/18
Council, Committees & Sub-Committees		
Council	6	10
General Purposes & Licensing	5	6
Appeals Sub-Committee	0	3
Audit Sub-Committee	3	3
Licensing Sub-Committee	13	10
Local Joint Consultative Committee	4	3
Pensions Investment Sub-Committee	6	5
Development Control Committee	6	6
Plans Sub-Committees (x4)	26	24
Appointment Panel	1	1
Standards Committee	0	2
Urgency Committee	1	0
PDS Committees and Sub-Committees		
Care Services PDS Committee	7	7
Education Select Committee	6	4
Environment PDS Committee	7	6
Executive & Resources PDS Committee	9	10
Public Protection & Safety PDS Committee	5	5
Renewal & Recreation PDS Committee	6	4
Education Budget PDS Sub-Committee	3	4
Health Scrutiny PDS Sub-Committee	3	3
Contracts Sub-Committee	6	5
OHSEL Joint Scrutiny Committee	3	3
Executive meetings		
Executive	15	16
Portfolio Holder Meetings	3	1
Other Meetings		
Health & Wellbeing Board	5	4
SACRE	3	3
Economic Partnership	4	4
Safer Bromley Partnership	1	4
Adoption Panel/Fostering & Adoption Panel	11	17
Foster Panel	18	12
Chief Executive Remuneration Panel	1	0
Crystal Palace Park Executive Project Board	3	1
Honorary Aldermen WG	0	1
Executive Working Groups		
Constitution Improvement WG	2	1
Children's Board	7	0
Child Safeguarding & Corporate Parenting WG	1	0
Local Development Framework Advisory Panel	8	1
Children's Services Governance WG	16	11
PDS Working Groups		
Beckenham Town Centre WG	7	5
School Places WG	1	1
Highways and Footways WG	2	0
Environmental Services Contract WG	1	0
TOTAL	235	206