

CONSTITUTION AND ETHICS COMMITTEE	AGENDA ITEM No. 6.
29 JULY 2024	PUBLIC REPORT

Report of:	Neil McArthur, Director of Legal and Governance and Monitoring Officer		
Cabinet Member(s) responsible:	Councillor Jones, Leader of the Council		
Contact Officer(s):	Karen Dunleavy, Democratic Services Officer	Tel. 452233	

CONSTITUTION AND ETHICS COMMITTEE START TIME 2024/25

RECOMMENDATIONS	
FROM: <i>Director of Legal and Governance</i>	Deadline date: <i>N/A</i>
<p>It is recommended that the Constitution and Ethics Committee:</p> <ol style="list-style-type: none"> 1. Agree and recommend to Council the start time for all Constitution and Ethics Committee meetings for the Municipal Year 2024-25. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Constitution and Ethics Committee meeting following the Full Council decision on 24 July 2019 to allow Committees to decide their own start times for the following Municipal Year.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to allow the Constitution and Ethics Committee (C&E) to discuss and agree the start times for meetings from the beginning of the Municipal Year 2024-25. The draft schedule of meetings has already been agreed by Council, however, a general review around Committee start times had delayed consideration of a report, and it was decided that this would take place at the first meeting of C&E.
- 2.2 This report is for the Constitution and Ethics Committee to consider under Council Standing Order section 4.4.1

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	
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4. BACKGROUND AND KEY ISSUES

- 4.1 At the Constitution and Ethics Committee on 8 July 2019 the Committee agreed by majority to recommend to Council that all Committees can agree their start times for the Municipal Year 2020-21 and each subsequent Municipal Year. This was again agreed by majority at the Full Council meeting on 24 July 2019.
- 4.2 The Council standing orders have been updated to reflect this decision and gives Committees the opportunity to decide their own start time.
- 4.3 In order for the start times to be incorporated into the draft meeting schedule it is important for the Committee to make a decision on this before March Full Council meeting. This is the only opportunity for the Committee to make this decision as the next meeting is after the May 2024 Council meeting.
- 4.4 Council standing orders allow the Committee to agree its start time every Municipal Year, thereby allowing the Committee to change the start times if it is felt that the start time was not suitable or working.
- 4.5 The Committee will need to decide the best start time and will need to weigh up attendance at meetings and the impact on the Council and members of the public.
- 4.6 The Committee has for the past two years met at 6pm, however, at a recent group representatives agenda setting meeting, a start time of 5pm was made.

5. CORPORATE PRIORITIES

- 5.1 The recommendation links to the follow Council Corporate Priorities:

4. Sustainable Future City Council

- *How we Work*
- *How we Serve*
- *How we Enable*

6. CONSULTATION

- 6.1 Consultation on the start times for the committee is being presented to members at this meeting Any recommendations will be presented to Full Council as part of the meeting schedule report.

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 It is anticipated that the Committee will agree a start time for meetings for the Municipal Year 2024-25 and this will be proposed as part of the draft meeting schedule.

8. REASON FOR THE RECOMMENDATION

- 8.1 The recommendation allows the Constitution and Ethics Committee to debate the start time of the meeting and make recommendations following debate.

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 N/A

10. IMPLICATIONS

Financial Implications

- 10.1 There are none.

Legal Implications

10.2 There are none.

Equalities Implications

10.3 There are none.

11. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

11.1 Minutes of the Constitution and Ethics Committee 8 July 2019
Report to Full Council 24 July 2019

12. APPENDICES

12.1 None.

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