Review of Full Council Meetings Member Working Group

Interim Report to 5 July Council

<u>Outline</u>

1   The working group has been formed. It's cross party and comprises 10 Members with named substitutes.

2   Members have met on two occasions to date and a further two meetings are scheduled.

3   A Work Programme has been agreed which is split into two stages:

4   In **Stage 1**, Members will:

- look at the purpose and the function of the Council meeting
- consider solutions and change under the themes of:
    - o 'A modern, accessible and open meeting'
    - o 'An efficient, effective meeting that is fit for purpose'
- Look at best practice in other local authorities
- Decide changes from September meeting and how to achieve change.
- Continuous review

5   In **Stage 2**, the Working Group will consider a wider review of Council decision making and public engagement over the 2017/18 municipal year.

6   **<u>Progress so far</u>**

7   At the first Meeting on 23 June, Members discussed the purpose of full Council and considered a range of issues:

- Public perception about the purpose
- Involvement of the public and elected Members
- The relevance to the City of topics debated
- Accountability of Members
- Member behaviour

8   At the second meeting on 30 June, Members discussed in more detail, practical

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and structural issues associated with full Council meetings including:

- The importance of maintaining time for engagement with the public as well as Member debate
- the time and duration of the meetings
- managing the content and length of agendas
- tributes to former councillors
- questions from the public and Members

9   The working group viewed some examples of webcasting in Leeds and Rotherham and in particular, the way public questions or deputations were managed.

10   Members of the working group were asked to consider the following by talking with other members of their own group to allow further discussion at the next meeting on the 7th July:

- Changing the start time and duration of the meeting
- Define purpose of the meeting
- Audio recording
- Layout and seating
- Managing the number of motions
- Time limits for speakers
- Order of business/structure of meetings
- Introduction of a regular break time
- Simplifying the voting process