

Health, Care and Housing Scrutiny Committee

Meeting Venue
**Council Chamber - County Hall,
Llandrindod Wells, Powys**

Meeting Date
Tuesday, 29 May 2018

Meeting Time
9.30 am

For further information please contact
Wyn Richards
01597 826375



County Hall
Llandrindod Wells
Powys
LD1 5LG

22/05/18

The use of Welsh by participants is welcomed. If you wish to use Welsh please inform us by noon, two working days before the meeting

AGENDA

1.	APOLOGIES
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To receive apologies for absence.

2.	ELECTION OF VICE CHAIR
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To elect a Vice Chair for the ensuing year.

3.	DECLARATIONS OF INTEREST
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To receive declarations of interest from Members.

4.	DECLARATIONS OF PARTY WHIPS
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To receive disclosures of prohibited party whips which a Member has been given in relation to the meeting in accordance with Section 78(3) of the Local Government Measure 2011.

(NB: Members are reminded that under Section 78 Members having been given a prohibited party whip cannot vote on a matter before the Committee.)

5.	ADULT SOCIAL CARE IMPROVEMENT PLAN
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To consider the Adult Social Care Improvement Plan.
(To Follow)

6.	WORK PROGRAMME
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To receive a verbal update.

7.	TIMING OF MEETINGS
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To receive and consider the report of the Scrutiny Manager and Head of Democratic Services.
(Pages 3 - 4)

CYNGOR SIR POWYS COUNTY COUNCIL.

**Health, Care and Housing Scrutiny Committee
Learning, Skills and Economy Scrutiny Committee
Audit Committee**

REPORT AUTHOR: Scrutiny Manager and Head of Democratic Services

SUBJECT: Timing of Meetings

REPORT FOR: Decision

- 1.1 The need to achieve consistently high levels of attendance by members at scrutiny committees was the subject of discussion leading to the approval of the new scrutiny committee structure on 17th May, 2018. This was why a minimum attendance level of 60% was recommended to Council which was approved.
- 1.2 However it was acknowledged by Group Leaders that as the Council has a number of Members / Co-Opted Members who work, having meetings commencing at the usual time of 10 a.m. might not suit working Members / Co-Opted Members. It was further suggested that working Members / Co-Opted Members might be able to end their working day earlier, subject to negotiation with their employer, which could mean their attending a meeting scheduled later in the day. The Group Leaders therefore suggested that it would be appropriate to trial meetings at different times of the day to see whether this would assist attendance.
- 1.3 It is expected that scrutiny committees should be a maximum of 3 hours in duration. In order to ascertain whether a trial of meetings at different times should be undertaken by each committee, Members / Co-Opted Members are asked initially to indicate which of the following options would best suit them in terms of attending meetings of the scrutiny committees:

(Members / Co-Opted Members can select one or more of the options set out below):

Option A	10 a.m. to 1.00 p.m
Option B	2.00 p.m. to 5.00 p.m.
Option C	4.00 p.m. to 7.00 p.m.
Option D	5.00 p.m. to 8.00 p.m.

- 1.4 For those Members / Co-Opted Members not present at the meeting, officers will email the options set out above to them so that a full picture of the views of all of the Committee can be obtained. The results will be reported back to the next meeting of each Committee.

Recommendation:	Reason for Recommendation:
That Members / Co-Opted Members indicate their preferences for meeting times to determine whether a trial of different meeting times be undertaken by the committee.	To consider meeting times to encourage maximum attendance at scrutiny committee meetings.

Relevant Policy (ies):	
Within Policy:	Y / N
Within Budget:	Y / N

Relevant Local Member(s):	
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Person(s) To Implement Decision:	Wyn Richards
Date By When Decision To Be Implemented:	July 2018

Contact Officer:	Wyn Richards, Scrutiny Manager and Head of Democratic Services
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Email:	wyn.richards@powys.gov.uk

Background Papers used to prepare Report: