

<b>Classification</b>	<b>Item No.</b>
<b>Open / Closed</b>	

<b>Meeting:</b>	Standards Committee
<b>Meeting date:</b>	19 <sup>th</sup> November 2024
<b>Title of report:</b>	Member Attendance Statistics
<b>Report by:</b>	Michael Cunliffe, Principal Democratic Services Officer
<b>Decision Type:</b>	N/A Report for information only
<b>Ward(s) to which report relates</b>	(Not applicable)

**Executive Summary:**

This report sets out all Councillor attendance at public Committee meetings from the beginning of the municipal year (May 2024) until Monday the 11<sup>th</sup> November 2024.

This summary includes public facing meetings as listed on the data information and attendance summaries for other meetings (including private meetings) which are provided to political groups informally on a monthly basis.

**Recommendation(s)**

That Councillor attendance at meetings be noted.

**Attendance Statistics**

**Explanation of the statistics counts**

- **Expected** - The number of meetings that the councillor was expected to attend, whether in person or virtually, in their capacity as member of that committee.

- **Present** - The number of meetings that the councillor attended in their capacity as member of that committee.
  - **In attendance** - The number of meetings that the councillor attended in a capacity other than committee member, for example a voluntary attendance out of personal interest for a topic being discussed.
  - **Apologies sent** – Meetings not attended, where the Councillor is a member of the committee, where apologies were submitted.
  - **Absent** - Meetings not attended, where the Councillor is a member of the committee, where apologies were not submitted.
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### **Community impact/links with Community Strategy**

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#### **Equality Impact and considerations:**

An equalities analysis is not required.

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#### **Assessment of Risk:**

Councillor non-attendance can result in inquorate meetings. Regular reporting of attendance statistics mitigates this risk by giving early notice to Councillors of possible concerns and allowing early resolution. The monitoring also highlights any Members who may not have attended meetings for some time in advance of the 6 month attendance regulation.

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#### **Consultation:**

N/A

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#### **Legal Implications:**

There are no legal implications.

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#### **Financial Implications:**

There are no financial implications.

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#### **Report Author and Contact Details:**

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**Background papers:**

None.

**Please include a glossary of terms, abbreviations and acronyms used in this report.**

Term	Meaning
N/A	