



DISS TOWN COUNCIL

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Report to:	Full Council
Date of Meeting:	14.08.19
Authorship:	Deputy Town Clerk
Subject:	Committee Meetings

Introduction

1. The Council currently have 12 FC Committee meetings per year, all other Committee agenda's (Infrastructure, Executive and Facilities) are heard during the FC Committee meeting.
2. Councillors decided during the last FC meeting that this was not working and that they would like to revert back to having individual Committee meetings.
3. The Deputy Clerk has been looking at implementing the meetings back into the working calendar.

Meetings

4. There is a FC meeting once a month throughout the year. There were 8 Executive Meetings, 6 Facilities Meetings and 5 Infrastructure Meetings throughout the year.
5. There are three sub Committee's, Planning, Carnival and Christmas Lights. We also have an appeals Committee for HR issues when required. Planning is called as and when needed, Planning called 9 meetings last year, both Carnival and Christmas Lights have 9 meetings.
6. Given the appointment of new co-opted Councillors it was agreed that going back to individual committee meetings would be beneficial for Previous and New Councillors.
7. Without adding in the sub Committees' the figure is currently 31 meetings that Officers have to attend and facilitate throughout the year.

Recommendations

1. To continue with having a FC meeting once a month with a rest in August.
2. To continue to have the Carnival, Christmas Lights and Planning as previously planned.
3. To change the frequency of the Executive, Facilities and Infrastructure meetings to quarterly, therefore bringing the figure down from 31 meetings to 24, which will allow two per calendar month throughout the year.