



WEST OXFORDSHIRE
DISTRICT COUNCIL

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Name and Date of Committee	COUNCIL – 24 JULY 2024
Subject	RESULTS OF MEMBER SURVEY ON COUNCIL START TIMES
Wards Affected	None
Accountable Member	Councillor Andy Graham – Leader of the Council. Email: andy.graham@westoxon.gov.uk
Accountable Officer	Andrew Brown – Democratic Services Business Manager. Email: andrew.brown@publicagroup.uk
Report Author	Andrew Brown – Democratic Services Business Manager. Email: andrew.brown@publicagroup.uk
Purpose	To report to Council the results of the Member Survey on Council start times which Council agreed to undertake at the Annual Meeting on 22 May 2024.
Annexes	Annex A – Summary of Responses Annex B – Detailed responses Q1 and Q2 Annex C – Detailed responses Q3 and Q4 Annex D – Detailed responses Q5
Recommendations	That Council resolves to: <ol style="list-style-type: none">1. Note the report;2. Agree any trial of a different start time for a meeting of full Council.
Corporate Priorities	<ul style="list-style-type: none">• Working Together for West Oxfordshire
Key Decision	NO
Exempt	NO
Consultees/ Consultation	A survey was circulated to all Members of the Council.

1. EXECUTIVE SUMMARY

- 1.1 This report presents the results of a survey circulated to all members on preferred start times for full Council meetings.

2. BACKGROUND

- 2.1 Full Council meetings currently start at 2.00pm. Council on 22 May 2024 considered a proposal to trial a 6.00pm start time for the full Council meeting on 25 September 2024. Council agreed to defer the decision pending all members being surveyed on their preferred start times. A survey was circulated to all members on 23 May 2024 with a response deadline of 5 July 2024. 32 responses were received, representing a response rate of 65%.

3. SURVEY RESULTS

- 3.1 The results of the survey are set out in annexes A-D.

4. OTHER COUNCILS

- 4.1 In the debate at Council on 22 May 2024, members requested information about when other councils hold their full Council meetings. The start times for other neighbouring, Oxfordshire and partner district councils are set out below.

Council	Full Council start time(s)	Comments
Cherwell District Council	6.30pm	
Cotswold District Council	6.00pm in British Summer Time, 2.00pm during General Metric Time, with the exception of the budget setting meeting at 6.00pm.	
Forest of Dean District Council	6.00pm	Recently changed from 7.00pm
South Oxfordshire	6.00pm	
Stratford-Upon-Avon District Council	2.00pm	
Vale of the White Horse District Council	7.00pm	

5. ALTERNATIVE OPTIONS

- 5.1 Council is responsible for setting the meeting times of full Council. The status quo is 2.00pm and the alternative options provided in the survey were 10.00am, 12.00pm, 4.00pm and 6.00pm.

6. FINANCIAL IMPLICATIONS

6.1 There are no financial implications.

7. LEGAL IMPLICATIONS

7.1 There are no legal implications.

8. RISK ASSESSMENT

8.1 There are no significant risks.

9. EQUALITIES IMPACT

9.1 Council will have due regard to equalities issues when agreeing any changes to meeting start times.

10. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS

10.1 There are no climate and ecological emergencies implications.

11. BACKGROUND PAPERS

11.1 None.

(END)