



**POLICY AND RESOURCES SCRUTINY COMMITTEE –  
4TH MARCH 2014**

**SUBJECT: SUMMARY OF MEMBERS' ATTENDANCE – QUARTER 3 – 1ST  
OCTOBER 2013 TO 31ST DECEMBER 2013**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151  
OFFICER**

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**1. PURPOSE OF REPORT**

1.1 To report Members' levels of attendance at scheduled meetings of Caerphilly County Borough Council.

**2. THE REPORT**

2.1 Appendix 1 details Members' attendance for quarter 3 (1st October 2013 to 31st December 2013), at the following meetings:

- Council;
- Cabinet;
- Scrutiny Committees;
- Planning Committee;
- Audit Committee;
- Democratic Services Committee; and
- Sustainable Development Advisory Panel.

2.2 The information is compiled from attendance sheets signed by Members at these meetings. Members will note a change to the percentage previously reported for Quarter 1. This was due to a Councillor who was in attendance but omitted to sign the attendance sheet. The data has now been updated to reflect the amendment.

2.3 The appendix also allows for a comparison with the same period in the preceding two years. When making comparisons to previous quarters/years, please note that overall averages given are the weighted average to reflect the number of meetings in each quarter.

2.4 Details for the final quarter (1st January 2014 to 7th May 2014) will be reported to the next appropriate meeting of the Scrutiny Committee.

**3. EQUALITIES IMPLICATIONS**

3.1 There are no specific equalities implications arising as a result of this report.

#### **4. FINANCIAL IMPLICATIONS**

4.1 There are no specific financial implications arising as a result of this report.

#### **5. PERSONNEL IMPLICATIONS**

5.1 There are no specific personnel implications arising as a result of this report.

#### **6. CONSULTATIONS**

6.1 None.

#### **7. RECOMMENDATIONS**

7.1 That Members note the content of the report.

#### **8. REASONS FOR THE RECOMMENDATIONS**

8.1 To inform Members of attendance levels at scheduled meetings of Caerphilly County Borough Council from the Annual Meeting of Council, 2013.

Author: R. Barrett (Committee Services Officer)

Background Papers:  
Member attendance sheets

Appendices:  
Appendix 1 Schedule of Members' Attendance 2011 to 2014