

SLOUGH BOROUGH COUNCIL

REPORT TO: Audit & Corporate Governance Committee

DATE: 13th December 2018

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WARD(S): All

PART I FOR INFORMATION

MEMBERS ATTENDANCE RECORD - MAY 2018 TO NOVEMBER 2018

1. **Purpose of Report**

To submit for information details of Members meeting attendance details for the period May 2018 to November 2018.

2. **Recommendation(s)/Proposed Action**

The Committee is requested to resolve that Members' attendance details at meetings for the period May 2018 to November 2018 be noted.

3. **The Joint Wellbeing Strategy, the JSNA and the Five Year Plan.**

By putting in place the means for effectively monitoring Members' performance the Council will help ensure that governance of the highest order is maintained which will contribute to achieving the Council's priorities.

4. **Other Implications**

- (a) **Financial** – None
- (b) **Risk Management** – There are no specific risks arising from this report.
- (c) **Human Rights Act and Other Legal Implications** - None

5. **Supporting Information**

- 5.1 In accordance with the Audit and Corporate Governance Terms of Reference, details of Members attendance at meetings, for the period May 2018 to November 2018, are attached at Appendix 1. The information details the number of meetings each Member was called to attend, the number of meetings actually attended and in respect of meetings not attended whether or not apologies were tendered.
- 5.2 It is recognised that attendance at meetings forms only part of the duties of an elected Member. A significant proportion of a Member's time may be spent in dealing with constituents' enquiries and requests for help; representing the views, opinions and interests of their constituents in respect of ward issues/matters; representing the views and policies of the Council within their Ward which may require attendance at local tenants'/residents' meetings.

Accordingly, the indicators now reported are only partially representative of a Member's overall performance.

- 5.3 Members may also be aware that agendas for meetings include a brief report setting out Member attendance for that Committee/ Panel, for that municipal year. This allows ongoing monitoring of Members attendance at that Committee/Panel meeting.
- 5.4 The statistics have been compiled using data obtained from the Committee system, 'Modern.gov' which has the facility to collate Member attendance, thereby reducing the need to compile and maintain manual records. Information produced using Modern.Gov details the number of meetings a Member was expected at, those who attended and whether apologies were submitted.

6. **Conclusion**

The Committee is requested to note Members attendance details for the period May 2018 to November 2018.

7. **Appendices**

Appendix 1 - Members Attendance Record Statistics May 2018 to November 2018.

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