

<b>Committee:</b> Police Committee	<b>Date:</b> 20 May 2015
<b>Subject:</b> Attendance at Sub Committee meetings	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Information</b>

### Summary

This report provides details of attendance by Members at the Professional Standards Sub Committee, the Performance and Resources Management Sub Committee and the Economic Crime Board meetings over a three-year period (1 April 2012 – 31 March 2015). For your information, details of attendance by Members at the Grand Committee are detailed in Appendix 1 to this report.

This report was requested at your last meeting on 26 March 2015 following a discussion regarding inquorate meetings. As a result, your Committee agreed to amend the membership of the Professional Standards and Integrity Sub Committee, the Performance and Resources Management Sub Committee and the Economic Crime Board to include the Chairman and Deputy Chairman as ex-officio Members in an attempt to prevent inquorate meetings from happening.

The quorum for both Sub Committees and the Economic Crime Board is 3.

### Recommendation

Members are asked to:

- Note the contents of the report and consider reviewing the attendance figures in one year.

### Main Report

#### Background

1. The **Performance and Resources Management Sub Committee** meets quarterly, usually on Wednesday mornings and over the last three years has had two inquorate meetings. The attendance figures for the last 3 years (1 April 2012 – 31 March 2015) are as follows - .

Member	Attendances 2014/2015	Attendances 2013/2014	Attendances 2012/2013
Deputy Douglas Barrow	4	3	3
Alderman Alison Gowman	4	2	
Stanley Keith Knowles	2	3	3
Kenneth Ludlam (co-opted)	2	4	3
Don Randall	1	1	3

Alderman Ian Luder		0	
James Henry Pollard		2	
Robert Duffield			2

*N.B: Inquorate meetings took place on 15 November 2013 and 18 March 2015.*

2. The **Professional Standards and Integrity Sub Committee** meets quarterly, usually on Friday mornings. The attendance figures for the last 3 years are as follows - .

Member	Attendances 2014/2015	Attendances 2013/2014	Attendances 2012/2013
Alison Gowman	4	2	3
Joyce Carruthers Nash, OBE, Deputy	4	3	3
Richard David Regan	3	1	1
Vivienne Littlechild	3	2	3
Dhruv Patel	3		
Helen Marshall	4	3	2
Deputy Brian Harris			2

3. The **Economic Crime Board** meets quarterly, usually on Thursday or Friday mornings and over the last three years there have been two inquorate meetings. In addition, in 2012/2013 there were only three meetings. The attendance figures for the last 3 years are as follows - .

Member	Attendances 2014/2015	Attendances 2013/2014	Attendances 2012/2013
Nick Bensted-Smith	2		
Mark Boleat	1	2	1
Deputy Richard Regan	2	3	1
Simon Duckworth	4	3	3
Lucy Frew	2		
Helen Marshall	3	3	2
Alderman Neil Redcliffe		2	0
Deputy Brian Harris		3	
Alderman Ian Luder			2

*N.B: Inquorate meetings took place on 6 February 2013 and 22 May 2014.*

## **Conclusion**

4. This report shows that over the last three years, four inquorate meetings have taken place. However, in order to try and prevent this from happening in future, the Chairman and Deputy Chairman of the Grand Committee have been appointed as ex-officio Members to both the Sub Committees and the Board. It is suggested that you consider reviewing the attendance statistics again in one year.

## **Appendices**

- Appendix 1 – Police Committee attendance details

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Appendix 1

Police Committee attendance details - 2014/2015 – 8 meetings per year.

<b>Member</b>	<b>Attendances</b>
Deputy Douglas Barrow	8
Mark Boleat	6
Simon Duckworth	4
Lucy Frew	7
Alderman Alison Gowman	7
Stanley Keith Knowles	6
Vivienne Littlechild	5
Alderman Ian Luder	5
Helen Marshall	7
Deputy Joyce Nash	8
Henry Pollard	8
Don Randall	5
Deputy Richard Regan	2