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<b>PART A:</b>	<b>MATTERS DEALT WITH UNDER DELEGATED POWERS</b>
<b>REPORT TO:</b>	<b>OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>DATE:</b>	<b>20 APRIL 2017</b>
<b>REPORT OF THE:</b>	<b>RESOURCES AND ENABLING SERVICES LEAD (S151)</b>
<b>TITLE OF REPORT:</b>	<b>FINAL REPORT - SCRUTINY REVIEW OF MEETING START TIMES AND MANAGEMENT OF MEETINGS</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

1.1 This report presents the draft final report of the scrutiny review on meeting start times and management of meetings for consideration and approval by the Committee.

### **2.0 RECOMMENDATION(S)**

2.1 It is recommended that the draft final report be approved, subject to any to amendments that the Committee wish to make.

### **3.0 REASON FOR RECOMMENDATION(S)**

3.1 To agree the findings and the recommendations from the scrutiny review.

### **4.0 SIGNIFICANT RISKS**

4.1 There are no significant risks relating to finalising the report. Any risks identified and discussed as part of the review are included in the findings in the main report.

### **5.0 POLICY CONTEXT AND CONSULTATION**

5.1 The review links to the corporate aim "to transform the Council".

5.2 It links to the strategic objectives "to know our communities and meet their needs" and "to develop the leadership, capacity and capability to deliver future improvements".

## **REPORT**

### **6.0 REPORT DETAILS**

- 6.1 The meeting of Full Council on 8 December 2016 resolved that the Overview and Scrutiny Committee carry out a review of meeting start times.
- 6.2 The meeting of Full Council on 21 February 2017 resolved that the remit of this review be broadened to cover the efficient management of meetings of Full Council.
- 6.3 The scrutiny review has now been completed and the draft final report is presented to the Committee for consideration and approval.

## **7.0 IMPLICATIONS**

- 7.1 The following implications have been identified:
- a) Financial  
There are no direct financial implications arising from the review.
  - b) Legal  
There are no legal implications arising from the review.
  - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)  
There are no other implications arising from the review. An equality impact assessment has been conducted in relation to meeting start times.

## **8.0 NEXT STEPS**

- 8.1 Once agreed the final report will be submitted to the Policy and Resources Committee for consideration.

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### **Background Papers:**

Minutes of Full Council on 8 December 2016 and 21 February 2017  
Minutes of Overview and Scrutiny Committee on 16 February 2017 and 30 March 2017

**Background Papers are available for inspection at:**  
[www.ryedale.gov.uk](http://www.ryedale.gov.uk)