



Subject:	Request to Present to Committee – Special Meetings
Date:	8 th November, 2017
Reporting Officer:	Jim Hanna, Senior Democratic Services Officer
Contact Officer:	Louise McLornan, Democratic Services Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	To seek the Committee's views on the holding of special meetings to receive presentations from outside organisations and/or to consider also whether or not it wishes to change the commencement time of the monthly meeting.
2.0	Recommendations
2.1	The Committee is asked to consider the 3 options and advise on a preferred option or combination of options for Jan – Dec 2018 <ul style="list-style-type: none">- Option 1: Introduce a time limit for presentations- Option 2: Schedule monthly Special Meetings

	<ul style="list-style-type: none"> - Option 3 – Retain current arrangements <p>The Committee is also asked to consider:</p> <ul style="list-style-type: none"> - Whether it wishes to amend the start time for CG&R to 4.30 or 5.00pm
3.0	Main report
<p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p>	<p><u>Key Issues</u></p> <p>Members will be aware that the previous meeting of the Committee lasted almost five hours. This was due to the mixture of business on the agenda, that is, three presentations and the Committee’s normal business.</p> <p>A number of Members complained about the length of the meeting and the fact that some of the important matters which appear later on the agenda are not given proper consideration due to the length of time spent on earlier items, particularly presentations.</p> <p>In this this regard, the Committee, at time of writing this report and not including the 2 requests to follow at this evening’s meeting, has already agreed to receive a further 5 presentations over the next 2 months (see Appendix 1).</p> <p>The Committee has a number of options to try to address this issue and Members’ concerns.</p> <p><u>Option 1 – Time limit for Presentations</u></p> <p>The Committee will be aware that deputations to the Council are limited to 10 minutes and to the Licensing and Planning Committee to 5 minutes. It may be that the Committee might wish to consider imposing a similar protocol and place a time limit on presentations.</p> <p>However, it is a generally accepted view of Members that this is not always practical and not conducive to good business. There are many occasions when the outside organisation has been invited to the Committee to present and the amount of information to be conveyed to the Members and the extent of interaction between the representatives of the organisation the Committee will always differ depending on the matter/topic being discussed.</p>

3.7

Option 2 – Schedule monthly Special Meetings

The Committee had previously agreed to hold special 'City Infrastructure' meetings, as and when required, to receive presentations from outside bodies such as Transport NI and NI Water. It was also anticipated that Health and Housing would be discussed in this way. Given the increasing number of presentations from other external organisations which the Committee is receiving, it might be beneficial for the Committee to agree to the holding of special meetings for this purpose also.

3.8

It is suggested that, in any month where the Committee is due to receive only one presentation that this be included, as it is currently, on the agenda for the monthly meeting. In the event where there are 2 or more presentations scheduled in any month however, it is recommended that the Committee agrees that a special meeting be held for this purpose.

3.9

If the Committee is minded to agree to this option, given the number of presentations, it is likely that the Committee would have to meet twice per month. To accommodate this and to allow Members to manage their diaries, the meeting schedule for the Committee for 2018 (also on the agenda for today's meeting) could be revised to include an additional monthly meeting, or a second meeting every other month.

3.10

There is precedent for this insofar as the People and Communities Committee schedules, in advance, special quarterly meetings to receive presentations from representatives of the Housing Executive. Also, the Planning Committee schedules an additional monthly meeting which is only held if required.

3.11

It should be pointed out the special meeting would be held to receive presentations only and would *not include any other items of business* which is normally considered at the monthly meeting.

3.12

If, of course, there are less than two presentations in any given month, the special meeting will not be required and Members will be given due and timely notice of its cancellation.

3.13

Option 3 - Retain the Current Position

The final option is, of course, to continue with the current position to receive presentations at the monthly meeting.

<p>3.14</p> <p>3.15</p> <p>3.16</p>	<p><u>Commencement Time of Meeting</u></p> <p>In addition, regardless of which option the Committee chooses, it also might wish to consider changing the commencement time of the monthly meeting. As Members are aware, the meetings of the Committee currently start at 5.15pm whilst the other Standing Committees commence at 4.30pm or 5.00pm.</p> <p><u>Financial & Resource Implications</u> None.</p> <p><u>Equality or Good Relations Implications</u> None</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 – Current list of future presentations</p>