

Report on	To provide an update on the findings of the survey carried out on preferred start time for Planning Committee
Date of Meeting	7 May 2024
Reporting Officer	Karen Doyle, Planning Service Lead – Local Planning
Contact Officer	Karen Doyle

Is this report restricted for confidential business? If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	x

1.0	Purpose of Report																		
1.1	To provide an update on the findings of the survey carried out on preferred start time for Planning Committee.																		
2.0	Background																		
2.1	The starting time of the Planning Committee was reviewed in July 2023 with the time change implemented from 7pm to 5pm in September 2023. It was agreed that a review would be carried out in six months.																		
3.0	Main Report																		
3.1	Members were asked to state a starting time preference for the monthly Planning Committee. Members were asked to consider between the alternatives of 5pm, 6pm or 7pm.																		
3.2	<p>The findings of the survey of Members are as follows:</p> <table border="1"> <tr> <td>5pm</td> <td>2</td> </tr> <tr> <td>6pm</td> <td>13</td> </tr> <tr> <td>7pm</td> <td>1</td> </tr> </table> <p>The majority of Members have voted for a 6pm start.</p> <p>Staff members were asked to consider a first and second preference and the findings are as follows:</p> <table border="1"> <thead> <tr> <th>Time</th> <th>1st pref</th> <th>2nd pref</th> </tr> </thead> <tbody> <tr> <td>5pm</td> <td>6</td> <td>1</td> </tr> <tr> <td>6pm</td> <td>2</td> <td>6</td> </tr> <tr> <td>7pm</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	5pm	2	6pm	13	7pm	1	Time	1 st pref	2 nd pref	5pm	6	1	6pm	2	6	7pm	0	0
5pm	2																		
6pm	13																		
7pm	1																		
Time	1 st pref	2 nd pref																	
5pm	6	1																	
6pm	2	6																	
7pm	0	0																	

3.3	<p>Overall the majority of staff have indicated a 1st preference of commencing at 5pm, with a 6pm start being a second preference for staff.</p> <p>Staff were also asked to explain the reasons for the preference. Those who responded with a reasoning stated it was based on:-</p> <ul style="list-style-type: none"> - prevention of over tiredness at the Planning Committee following a full day in the office carrying out their duties; - the desire to see their children before bedtime and collect them from sporting or other clubs that take place in the evening; - the need to be in the office the following day and carry out their duties following the planning committee; and - avoid travelling alone late at night, particularly in the winter months;
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None identified at present.
	Human: None identified at present.
	Risk Management: None identified at present.
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None identified.
	Rural Needs Implications: None identified.
5.0	Recommendation(s)
5.1	That it be recommended to the Council that following the review of the start time of the planning committee be changed to 6pm in line with the overall majority of Members and officers.
6.0	Documents Attached & References
	None

