

Q1. Council and Committee meetings should start at:	Yes	No
a) 10.00am, 2.00pm & 4.00pm as currently	10	
b) 10.00am for all meetings	1	2
c) 2.00pm for all meetings	2	1
d) an evening start time (e.g 7.00pm) for all meetings	1	6
e) an evening start time for selected Committees (please specify)	2	4
f) No preference	1	
<p>Comments:</p> <ul style="list-style-type: none"> • I drive a long way to meetings, on average 45 mins each way and appreciate greatly that most events happen on a Tuesday and that I can do most of the travel in the daylight • Although my preference is to stay, the way things are, although I am open to changes. My main concern with making major changes to the system is that this may generate clashes with other meetings. In particular, moving things into the evenings could at times make attending parish councils difficult. In our ward, we have seven-parish council to deal with plus the link meetings. • There seems to be occasionally some overlap with some meetings during the day. Evening meetings tend to clash with Parish meetings which most of us are already involved in. • Evening meetings should not be introduced for several reasons. <ol style="list-style-type: none"> 1. Those with young families will still need to arrange child care – including for those at school. 2. Members have Parish Council meetings to attend plus multiple community meetings – all of which take place in the evening. This would affect attendance at WD meetings. 3. Officers being required to work during the evenings will impact staff and their family life. 4. Staff working late at night will impact the effectiveness of service delivery during the daytime as there would be reduced staff availability. 5. The public are unlikely to attend evening meetings due to caring responsibilities, practical issues such as getting a meal on the table and travel times. 6. With regard to planning, site meetings would be impractical in the evening when it is dark. Equally, agents could well be reluctant to attend a DM meeting in the evening as they would traditionally work 9-5. 7. The points raised at item 5 could well be applied to members • Holding all meetings at 10am or 2pm will not be practical. It will make it virtually impossible to schedule all the committees in line with the constitution if only one a day can be held. • I have other commitments in the evenings, such as Parish Council meetings etc., so daytime works best for me. • I have children at school so keeping it in school times is ideal for me. If we move meetings to the evening then it will clash with Parish meetings and also family time, which is important to me! • I personally prefer meetings during the day but accept that other members may feel differently and would always try to fit in. • The 16.00hrs start time would not fit in with my work but I am only one person. 		

- A range of start times provides flexibility for officers/members. Evening meetings would clash with Member commitments - community/PC meetings.
- Evening meetings may well be convenient for those Members who live in easy reach of KP, however, a number of Members live a considerable distance from Tavistock and travelling home to remote locations in inclement weather after a late finish is inconsiderate. Likewise, a number of Officers live in the South Hams/Torbay, and could face a difficult journey across open moorland at a late hour. Not something we should be asking them to do.
- The council needs to be more reflective of its communities. However representation is impractical for those working age and parent of younger children. 7pm allows time to either finish work AND/OR get children home from school and settled with a sitter prior,
- Evening Meetings – Audit, O&S, Standards
- Impossible to find times which suit everybody. Making maximum use of Tuesdays makes sense. We could have meetings on Tuesdays at 10, 2, 4, and 7
- I work for myself, so meetings after 2pm would be preferable for me. I could get several hours of work done before travelling to a Council or Committee meeting.
I like the idea of evening meetings, but I would be concerned about travel to / from the more remote areas of our Borough. Car journeys across Dartmoor late at night and in the dark can be a challenge. Public transport would not be an option and more environmental forms of transport will probably take longer.
- How can we attend Town / Parish Council meetings if we have WDBC Council meetings in the evening?
- 4.00pm for all meetings

Q2. Council and Committee meetings should be:	Yes	No
a) contained in a single day per week (e.g Tuesdays)	10	
b) spread over two days per week (e.g Mondays and Tuesdays)	3	3 1 xNot out of the question

Comments:

- I am already upset that I miss informal Council on Monday afternoons because I am working and I am Pleased that most other meetings fall on a Tuesday
- I have no particular preference on this issue other than scheduling may become difficult.
- If spread over two days, then councillor travel expenses could well increase significantly with members needing to get to Tavistock twice a week instead of once. We do have some over two days i.e. informal council is on a Monday. If the Council decided to spread its regular meetings over 2 days, then this could have implications to current members who would have stood for election on the basis that they would need to take one day off work per week to attend Council meetings.
- There are often too many meetings in one day and it is hard to concentrate on all of them at once.

- Keeping it to the 1 day help me dedicate every Tuesday to council work.
- Happy either way.
- Spreading meetings over two days is counterproductive for both Officers and Members. It does not make good use of officer time and will increase travelling. If meetings are spread over two days, this could mean some Members travelling to KP on two consecutive days, resulting in poor time management and extra travelling costs.
- A date (Monday) is made available for additional meetings if required. This is rarely used, which suggests that Tuesday's allow adequate time for meetings.
- 'High intensity' days are appreciated. If training/meetings have to be during the working day or over 'school run' periods then a higher return of investment mitigates the cost of childcare or missing of a days pay/work.
- Any councillors with jobs will have difficulty taking two days off.
- It would save significant travel time if travel to Tavistock was just one day a week – but a whole day of meetings / training is complicated to manage with 24/7 work commitments (24/7 is overstating my commitment).

Q3. If contained in a single day the whole day should be utilised for meetings and training/workshops etc

**Yes
9**

**No
2**

Comments:

- I would be happy to complete Council business in a day. Now that I have experience of what that means I doubt half a day per week would be enough
- I have no particular preference x3
- As far as possible. On occasions, it may be necessary to arrange meetings on other days, but as an exception.
- Makes better use of officer/member time.
- Make Sense
- A full day of meetings / training is complicated to manage with 24/7 work commitments, so 2 days starting after 2pm would be preferable.

Q4. If contained in a single day no more than half a day should be used for meetings/training etc

**Yes
2**

**No
6**

Comments:

- Once again, I have no particular preference. My main concern with this is information overload and some people may find it difficult to cope with all the different things in one day effectively
- I have no preference x3

- Utilise whole day
- The difficulty arises when members need to attend two different events that are being run at the same time or are overlapping. Not possible to accommodate all in half a day. Currently it can be very difficult to physically find the time to meet with an officer for a face to face meeting where it is needed and that is when in Tavistock for the full day. I appreciate that for members who live on the South side of the moor it is easier as their travel time is less.
- Not worried, sometime I go brain dead
- Use the whole day – more efficient for everybody
- Yes... a full day of meetings / training is complicated to manage with 24/7 work commitments

Q5. Member Training events and Workshops should be held during the evening	Yes 4	No 9
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Comments:

- Considering my return travel time for each visit is 1.5 hours in good traffic, I would not support another trip to be built in to the Council timetable. Evenings are also not good for me – I am working most days until early evening, and in addition I do not like driving late evening for such distances in the dark.
- As previously stated in another question, moving things into the evenings could at times make attending parish councils difficult. In our ward, we have seven-parish council to deal with plus the link meetings.
- Rather not. Clashes with other meeting for other bodies I represent.
- Happy for this to be considered further taking into account the need for the events to be publicised well in advance with maybe a doodle poll to check availability. As referred to above, members will have parish/town/community meetings regularly and they do occur in the evenings plus all parties involved will have routine family/domestic commitments.
- I think if they were held on the fixed days then we wouldn't need evenings.
- Most Members are involved in other community activities/PC meetings. Evening meetings at KP would seriously disrupt these important Member commitments and detract from their community involvement.
- Officers should not be expected to work evenings running training events, especially if SH also introduced evening training.
- This would be more in line with a cultural shift towards councillors as representative members of their respective communities conducting business when they are best able (in their spare time outside of core working hours), rather than as a semi-class of representatives from a relatively narrow band of society.
- 7.00pm Tuesday would make perfect sense

<ul style="list-style-type: none"> I think most of my answers would be the same as for Council and Committee meetings. I think training events in the evenings would be poorly attended as they may be seen as lower priority than Town / Parish Council meetings. 		
Q6. Members should be offered the option to attend briefings and appropriate training by Skype	Yes 12	No 3
<p>Comments:</p> <ul style="list-style-type: none"> Theoretically this sounds useful, so long as it includes the ability to ask questions and participate. Currently I believe much benefit is gained from being able to join in debates and question the speakers as matters arise. I know skype is excellent for meetings between far-flung participants who are catching up on smallish issues that they all already understand. But I remain to be convinced that for the complex issues addressed by Council training, remote participation will be enough. The only problem with this option is broadband speed. For this to work effectively all members must have good broadband speeds for system to work effectively. Depends on training, most would be better if attended so officers can gauge reactions and understanding. Some briefings and updates from officers are good via skype. Training - by Skype would not be particularly effective as people have different learning styles and the majority learn by a combination of being able to ask questions of the tutor, group discussion and observing "how it is done". Skype would only really work if done on a one to one basis with trainees losing out on the group discussion. Briefings – How Chairman’s briefings are conducted can be agreed between the relevant officers and members. For member wide briefings, there is the option to pre-record and send members the link. How will it be monitored that members have actually listened/watched the briefing? If member wide briefings are going to be live, how would questions from individuals be dealt with? But only for meetings with officers, which happen now anyway. Yes where appropriate Could be unwieldy but as long as members understand this then no problem By exception only. Attending meetings at KP has the added benefit of meeting other Members/Officers, which will enhance their development. This would bring the council up to date with other organisations (both public sector (MOD for example) and many in the private sector). Services such as Adobe Connect’ and others offer a ready-made platform to enable this. This would also allow greater attendance from geographically displaced members and/or for members who have to work core hours yet may be able to take time out for a short periods to attend skype meetings. This would negate the need for commuting to and from the meeting that would add significant time to the activity and otherwise preclude attendance. 		

- Impossible while I am at work – and very difficult at home (terrible WIFI)
- I think some training could be delivered via pre-recorded videos. This would be particularly useful where “old” members have previously attended training sessions on a subject e.g. standards.
- I am a substitute on the planning committee and it is easy to forget the details. It would be great if we could access pre-recorded training videos “on-demand”.
- I am not sure how this would work – but remote training sessions could be followed up with an “in person” or remote question and answer session.

Any further Comments:

- Programming sessions is an endless area for discussion, because working people struggle to attend daytime sessions, and those with young families struggle to attend during evenings etc.
- My key issues are my current work commitments and the long distance / time it takes for me to get to Tavistock.
- I am sure all members assessed their availability before putting their names up for election. When I was considering becoming a councillor I went to great pains to organise my work (I am self employed) to leave Tuesdays available for council duties. It would be very hard for me to find additional journey times / council days.
- Those members who have only one or two Parishes to look after and no other commitments may be able to attend evening meetings, but this is not the case with those who already have meetings scheduled throughout the year with other local authorities, charities and indeed work commitments in the evenings as well as weekends!!
- Generally what we have in place already I feel works well.
- If we want to attract “younger people” in the future, then maybe look to keeping the main council and committee meetings in the morning so for example 10-1pm
- The current arrangements work well for the vast majority of Members. Spreading meetings over additional days/evenings places extra strain on officer resource. Our shared service arrangements at South Hams also need to be considered as any change to the existing arrangements would surely make time management very difficult and reduce effectiveness.
- If it isn't broken, don't fix it
- Am concerned that we might replace too many “face to face” / “in person meetings” with Skype /pre-recorded sessions. It is much harder to build constructive relationships with remote meetings and many valuable ideas are captured during break times.