

Indicative timing for Full Council Summary

1. New Start time 1pm rather than 1.30pm (see point 1)
2. Removal of Backbench Community Concerns item.
3. New slot for Health and Wellbeing Minutes for 20 minutes (see point 6b)
4. New Devolved Matters Report considered immediately after tea for 30 minutes (see point 8)
5. Tea at 4.20pm (see point 7)
6. White papers for 45 mins rather than 30 mins (see point 9)
7. Mover of White paper motion may speak for 5 minutes (see point 9)
8. All speakers on White papers are able to do so for four minutes, including summing up. (see point 9)
9. Seconders of all Motions to be able to speak.
10. No changes to other speaking times

	BUSINESS TO BE CONSIDERED	APPROXIMATE TIMINGS	COMMENT
1.	Commencement of Council meeting	1.00pm	Council commences ½ an hour earlier.
2.	Announcements/Minutes of the previous meeting/Declarations of Interests/communications	1.00pm to 1.05pm	
3.	Deputations	1.05pm to 1.30pm	Upto 20 minutes if all 4 ‘slots’ are allocated
4.	Question Time	1.30pm to 2.00pm	
5.	Reports and Recommendations of Committees (Executive Board etc) (NB see report prior to tea)	2.00pm – 2.30pm	This varies for each meeting, averages at about 30 minutes for this block of business
a)	Community Committee Reports x 2	2.00pm to 2.20pm	For each report received: <ul style="list-style-type: none"> • Chair to Move - 2 minutes • Member to 2nd - 2 minutes • Up to 2 Members to contribute – (2x2 minutes) • Chair to sum up - 2 minutes

	BUSINESS TO BE CONSIDERED	APPROXIMATE TIMINGS	COMMENT
b)	Procedural Reports & recommendations from committees	2.20 – 2.30pm	This varies for each meeting, averages at about 10 minutes
6.	Minutes	(2.30pm – 4.20pm – detail see below)	
a)	Executive Board	2.30 to 3.30pm	1hr (as now) on Exec minutes
b)	Health and Wellbeing Board	3.30pm to 3.50pm	New 20 minutes slot
c)	Minutes of Committees, Boards and Panels – OTHER MINUTES	3.50pm to 4.10pm	20 minutes on other minutes
d)	LEADER'S SUMMING UP	4.10pm to 4.20pm	Leader's summing up ten minutes
7.	TEA BREAK	4.20pm to 4:50pm	3hrs 20mins before tea: 2hrs 30mins after tea
8.	Report on Devolved Matters	4.50pm – 5.20pm	
9.	WHITE PAPERS X 3	5.20pm to 7.35pm	45 minutes per White paper each speaker speaking for up to 4 minutes with the exception of the original mover of the motion who may speak for up to 5 minutes. The seconder of a motion or amendment may also speak. NB This will allow ten speakers including the original mover as opposed to the current 8-9 members that currently speak.
10.	COUNCIL FINISHES	7.40pm	Plus a small amount of time for voting.