

AGENDA 7, Enc vii) PROPOSAL: PUBLICATION OF COUNCILLOR ATTENDANCE AT MEETINGS

Proposed by: Cllr David Coyle

Date: 20th October 2026

Proposal

That the Council agrees to formally record and publish attendance by Councillors at all Council meetings (*see legal note below*), including:

- Full Council
- Finance and General Services Committee
- Personnel Committee
- Climate and Environment Committee
- Partnership Board
- CCTV Group
- Youth Advisory Committee
- Allotment Liaison Committee
- NALC County Committee
- Ashington Town Forum

Reasoning

The proposal is intended to improve transparency around Member participation in Council business. Publishing attendance alongside the Council's minutes would bring the Council in line with the approach already taken by Northumberland County Council and a number of other Town and Parish Councils.

Freedom of Information Requests (FOI)

Making this information routinely available as part of standard publications would also reduce any administration in response to individual Freedom of Information (FOI) requests as attendance records would already be in the public domain.

Recommendation

That Council:

- Agrees to record attendance at all meetings listed above, for all Councillors.
 - Agrees that this attendance information be published as part of the Council's usual publication scheme alongside minutes and agendas.
 - Agrees to delegate to officers how this information is displayed on the website.
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Clerk's Note and References

What is particularly worth noting from a legal point of view are those meetings that constitute 'attendance'. Section 85(2) of the Local Government Act 1972 is very clear that 'attendance by a councillor' at certain other meetings is treated as attendance at a meeting of the authority where the councillor attends in their capacity "as a member" of the relevant committee, sub-committee, joint committee, joint board or other qualifying body.

The reference to attending "as a member" is important. It means that the councillor is attending in a recognised membership or representative capacity, rather than simply attending because they are a councillor.

Below are links to how other T&P Councils publicise attendance. Many more hold attendance records but do not publish them. What is held by a Council can be subject to a FOI request.

[Councillor attendance record – Silloth-on-Solway Town Council](#)

[Councillor Attendance | Knutsford Town Council](#)

[Councillor Attendance – Albrighton and Donington Parish Council](#)

[Attendance Records - Formby Parish Council](#)

[Councillors | Ramsey Town Council](#)