**Benefits and disadvantages of different types of meetings**

CiLCA 2021 LO12

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| **Type of committee** | **Benefits** | **Disadvantages** |
| Committee with delegated powers | * Power to spend, speeds things up
* Spend quality time in discussion
* Focussed members
* Might not reflect views of all council so “bad” decisions can’t be made
* Co-opt MoP
* Joint Advisory committee with another authority
* Reduce time of full council meetings
* Subject to standing orders = structure
* Focussed training
 | * More clerk time – attendance, agendas, minutes
* Decisions may not have full council support
* May not get/keep enough members
* Might not reflect views of all council so “bad” decisions can be made
* Additional cost – room hire, clerk time, paperwork
* Items can yo-yo between committees and full council
* Reluctance to use delegated powers
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| Advisory committee | * Might not reflect views of all council so “bad” decisions can’t be made
* Co-opt MoP
* Joint Advisory committee with another authority
* Subject to standing orders = structure
* Members of the committee more interested in subject of committee
* Concentration of expertise
* Focussed training
 | * May not reflect the views of the council
* More clerk time – attendance, agendas, minutes
* Decisions may not have full council support
* May not get/keep enough members
* Additional cost – room hire, clerk time, paperwork
* Items can yo-yo between committees and full council
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| Working group | * MoP or outside expertise can be members
* Less democratic/not subject to standing orders
* Less administration
* Doesn’t require the clerk
* Focussed training
* Less cost
* Can meet online
* Doesn’t need to be open to the press and the public
* No quorum
* WG report to full council
 | * Restricted – can only work on specific project.
* Have to get council support
* Lack of structure can be open to abuse
* Whole council unaware of what’s going on, additional work to communicate.
* Doesn’t need to be open to the press and the public – not transparent
* Less democratic/not subject to standing orders
* Don’t do the work/create extra work for clerk
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