**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 |
| 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 |
| 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 |