

Report to:	COUNCIL
Relevant Officer:	Mark Towers, Director of Governance and Regulatory Services
Relevant Cabinet Member:	Councillor Blackburn, Leader of the Council
Date of Meeting:	22 May 2015

PROGRAMME OF MEETINGS 2015/ 2016

1.0 Purpose of the report:

1.1 The Council will be asked to consider a programme of meetings for the remainder of 2015 and the calendar year 2016.

2.0 Recommendation(s):

2.1 To approve the calendar of meetings and the start times of meetings as attached at Appendix 14(a).

3.0 Reasons for recommendation(s):

3.1 To have in place scheduled meeting dates to enable the Council's committees to transact their business during the Municipal Year.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

To not schedule meeting dates although this will not allow Council and its committees to plan their business and meeting dates for the Municipal year ahead.

4.0 Council priority:

4.1 The appointment of Council committees will help the Council achieve all its priorities.

5.0 Background information

- 5.1 The Constitution states that at the Annual meeting of the Council, a programme of ordinary meetings of the Council shall be determined. In agenda item 12 there is a range of committees due to be considered, should these committees be appointed then the calendar put forward is reflective of those proposals.
- 5.2 A similar cycle as before is proposed, but with Licensing Committee, Public Protection Sub Committee, Planning Committee and Budget Council moving to a 6.00pm start time (unless the business of the meeting dictates otherwise e.g. an item/ range of items are to be a half day in length). In particular for the regulatory committees, this will enable members of the public to attend and present their views at a time outside normal working hours. It is anticipated that the Chief Officers Employment Committee, shall continue to meet as and when necessary.
- 5.3 In line with Councils in other boroughs, the Planning Committee is asked to use the site visit option on an exceptional basis consider the use of technology as an alternative to a 'formal' visit, enabling all the committee and interested parties (members of the public/ applicant/ objectors etc) to see details of the site as part of the Planning Committee meeting when the application is considered.
- 5.4 No Area Forum meetings are proposed for June/July and it is recommended that the opportunity be taken to review the different forms of community engagement currently in use by the Council and report back to the July Council meeting.
- 5.5 A proposed programme of meetings is set out at Appendix 14(a) with the start times for all committees are listed at the end of the Appendix.
- 5.6 It is for the Leader of the Council to schedule Executive meetings, but proposed dates have been listed in the programme at Appendix 14(a), for completeness. It will also be for the Licensing Committee to formalise the schedule of Public Protection Sub-Committee meetings.

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 14(a) - Calendar of Meetings 2015/ 2016

6.0 Legal considerations:

- 6.1 The Council's Constitution provides for the Annual meeting to formulate a schedule of Council and Committee meetings for the forthcoming Municipal Year.

7.0 Human Resources considerations:

7.1 There are no human resources considerations.

8.0 Equalities considerations:

8.1 There are no equalities considerations.

9.0 Financial considerations:

9.1 There are no additional financial considerations.

10.0 Risk management considerations:

10.1 Failure to put in place a schedule of meetings will put at risk the ability for the Council to transact its business efficiently.

11.0 Ethical considerations:

11.1 There are no ethical considerations.

12.0 Internal/external consultation undertaken:

12.1 No further consultation has taken place with this item as the schedule of meetings is in accordance with previous practice.

13.0 Background papers:

13.1 There are no additional background papers to this report.