

Report to Local Council's Liaison Committee

Date of meeting: 14 November 2016



Subject: Local Council's Liaison Committee – Future Meetings

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Recommendations/Decisions Required:

- (1) That the Committee consider and agree the most appropriate number of meetings to be held in each municipal year from 2017/18; and**
- (2) That, should the Committee wish to meet on a reduced number of occasions from 2017/18, it agrees when such meetings should be held during each year; and**
- (3) That subject to the agreement of the District Council's overall calendar of meetings for 2017/18, the Committee make recommendation as to the most appropriate day of the week for its meetings.**

Report:

1. (District Council) At its meeting on 4 July 2016, the Committee requested that consideration be given to a possible reduction in the number of meetings of the Committee during each municipal year, from three each year to two. The Committee requested that the District Council consult with all Parish and Town Councils to obtain a consensus view in this regard.
2. Officers have since consulted on this matter with all twenty-four local councils and its own member representatives on the Committee. Eight responses were received to this consultation, as follows:
 - (a) 6 respondents favoured the holding of 2 meetings each year. These respondents felt that additional meetings could be arranged as necessary; and
 - (b) 2 respondents favoured retaining 3 meetings each year.
3. The Committee is therefore requested to consider and agree the most appropriate number of meetings to be held in each municipal year, from 2017/18. Members are also asked to identify when such meetings should be scheduled during each year.
4. The Committee has also expressed the view that it could meet on weekdays other than Mondays, which often clash with some Parish and Town Council meetings. In addition to consideration of the number of meetings each year, Members are also asked to consider and agree the most appropriate day of the week for its meetings.
5. The District Council is currently preparing its overall calendar of meetings for 2017/18, which will be considered by the Cabinet on 1 December 2016. Although the views of the Committee with regard to the most appropriate day of the week for its meetings will

be fed into this process, it should be recognised that the District Council also needs to avoid meeting overlaps and member clashes wherever possible, whilst also ensuring that accommodation and officer support is also available for meetings of the Committee. The views of the Committee in terms of its future meeting arrangements will therefore be accommodated wherever possible.