

Report to the Council

Committee: Cabinet

Date: 16 February 2010

Portfolio Holder: Councillor Mrs D Collins
(Leader's Portfolio)

Item: 13

1. CALENDAR OF MEETINGS – 2010/11

Recommending:

That the calendar of meetings for the period May 2010 - May 2011 attached at Appendix 1 be adopted.

Background

1. The Cabinet considers the calendar of meetings each year prior to final approval by the Council. The calendar has developed over time to meet the changing needs of the authority and, where possible, meetings of a committee have been standardised on a particular night of the week.

2. At the request of the Cabinet, Democratic Services have considered ways to reduce the number of member meetings being held by the Council. The proposed calendar shows a reduction of 5.4% in the number of member meetings for 2010/11, which would generate a total projected saving of £8,910.00.

3. The draft calendar keeps the current format of three area based Planning Sub-Committees. The number of Council meetings remains the same but the number of Cabinet meetings is reduced by one with meetings held every six weeks. For Overview and Scrutiny, there is a reduction of seven meetings in total, one for the main Committee and six for the Scrutiny Panels. The timing of the main Committee is changed so that it is held approximately one week before the Cabinet.

4. Licensing Sub-Committee meetings are moved from Thursday mornings to Tuesday mornings to allow for greater availability of Democratic Services Officers. There are no changes currently planned for the Standards Committee, Local Councils' Liaison Committee, the Housing Appeals and Review Panel, the Audit & Governance Committee and the Joint Consultative Committee, although there is the potential to reduce the number of meetings for the latter two Committees.

5. Overview and Scrutiny have suggested that the meetings of the Finance & Performance Management Cabinet Committee & Scrutiny Panel should be held on the same evening when considering the prospective budget for 2011/12 in January 2011. The Cabinet concurred and the meeting of the Scrutiny Panel has been moved to the same evening as the Cabinet Committee, 17 January 2011, starting at 6.00pm with the meeting of the Cabinet Committee following at approximately 8.00pm.

6 We recommend as set out at the commencement of this report.