

# ***Report to the Council***

**Committee:** Cabinet

**Date:** 24 April 2006

**Portfolio Holder:** Councillor S Barnes

**Item:** 8 (a)

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## **Recommending:**

**That Council adopts the Calendar of Meetings for the period May 2006 – May 2007 - attached to this report.**

## **Report:**

1. The forward programme of meetings of the Council was considered and approved by the Cabinet in March 2006 for onward endorsement by this Council. The calendar has developed over time to meet the changing needs of the authority. This year the format of the calendar has changed from previous years to incorporate the calendar onto two sides of A4 paper (unlike the previous years A3 format) for ease of reference. Since being agreed by Cabinet the following changes have been made to the calendar:

- Changed Housing Appeals Panel from 20<sup>th</sup> July to 19<sup>th</sup> July 2006;
- Changed the Joint Consultative Committee from 21<sup>st</sup> September to 20<sup>th</sup> September 2006;
- Changed the District Development Committee from 3<sup>rd</sup> October to 10<sup>th</sup> October 2006;
- Changed the Overview & Scrutiny Agenda Planning Group meeting from 14<sup>th</sup> June to 15<sup>th</sup> June 2006 and from 13<sup>th</sup> September to 14<sup>th</sup> September 2006; and
- Arranged an extra Finance Cabinet Committee meeting on 19<sup>th</sup> June 2006.

### **(a) Overview and Scrutiny Oversight Committee**

2. As last year the, Overview and Scrutiny Oversight Committee will meet at the start of the municipal year to plan their programme in conjunction with the Cabinet. They will then meet each cycle on the Thursday before Cabinet (i.e.) after the Cabinet agenda is published. This is to allow both normal scrutiny business and 'oversight' of the Cabinet agenda to improve pre-decision scrutiny. One further meeting at the end of the year (programmed for 5 April 2007) is planned to round up programme and report to Council with their Annual Report.

### **(b) Overview and Scrutiny Task and Finish Panels**

3. No scheduled meetings have been programmed for the Task and Finish Panels. These panels tend to meet as and when they are needed to complete their own self set timetabled reviews.

### **(c) Council**

4. It is also programmed that two Council budget meetings are provisionally set for February 2007 to be used if needed.

### **(d) Finance Cabinet Committee**

5. A meeting of the Finance Cabinet Committee has been programmed for April 2007 to allow the Committee the opportunity to review the forward Audit Plan.

**(e) Licensing Committee**

6. Regular monthly meetings of the Licensing Sub-Committee are planned to meet the on-going requirements of the Council including the new powers under the new Licensing Act.

**Reason for decision:**

7. The Council should set its forward calendar as early as possible to allow forward bookings of facilities. Any alteration to the broad look of the programme would require further consultations with the local councils.

**Options considered and rejected:**

8. Individual frequencies of meetings could be varied. In practice additional meetings are added as and when issues dictate. These also include call-ins, the procedure for which allows for extraordinary meetings to be convened.

**Consultation undertaken:**

9. Heads of Service, Overview and Scrutiny Lead Officers.

**Resource implications:**

Budget provision: Provision for external meetings £1,230

Personnel: Officer attendance at evening meetings

Land: Nil

Community Plan/BVPP reference: BVPP 2003-04 page 24 ‘... carry out reviews of the Constitution to ensure effectiveness and accountability of the decision-making process...’

Relevant statutory powers: LGA 2000 (section 22), LGA 72 (section 101 – 102)

Background papers: Nil

Environmental/Human Rights Act/Crime and Disorder Act Implications: Officer attendance at evening meetings. A balance should be struck between the effective running of the authority and the rights and home/work balance of individuals (members and officers).

Key Decision reference: (if required) None – decision by full council is required.