

Report to the Cabinet

Report reference: C/118/2006-07.
Date of meeting: 12 March 2007.



Portfolio: Finance, Performance Management and Corporate Support Services.

Subject: Calendar of Council meetings – 2007/08 Municipal Year.

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Democratic Services Officer: Gary Woodhall (01992 – 564470).

Recommendation:

- (1) That, as attached, the draft Calendar of Meetings for the period May 2007 – May 2008 be recommended to the Council for adoption.**

Report:

1. The forward programme of meetings of the Council is considered by the Cabinet each year for onward approval by the Council. The calendar has developed over time to meet the changing needs of the authority.

Overview and Scrutiny Committee:

2. As per last year, the Overview and Scrutiny 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 3 April 2008) is planned to round up the programme and present to Council their Annual Report.

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.

Council:

4. It is also programmed that two Council budget-setting meetings are provisionally set for February 2008 to be used if needed.

Audit and Governance Committee:

5. A new committee has been programmed into the calendar for next year, the Audit and Governance Committee. This new committee was set up to provide for effective leadership on governance, financial reporting and audit issues. It will have five meetings scheduled for the year.

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 Gambling Act.

Planning Sub-Committees:

7. In February 2007, the four area Planning Sub-Committees were reduced down to three by combining the old Plans B and C. For the new year they have been renamed Area Plans East (formerly Plans B and C), West (formerly Plans D) and South (formerly Plans A). The three new Sub-Committees will meet on a four-week cycle.

Statement in Support of Recommended Action:

8. 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.

Other Options Considered and Rejected:

9. 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:

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

Resource implications:

Budget provision: Provision for external meetings £1,230; provision for Committee Allowance in respect of officer attendance at evening meetings.

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: None.

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 the Council is required.