

Appendix A

Draft Calendar of Meetings 2006/2007

May 2006

- 11 ANNUAL COUNCIL *
- 17 Development Control *
- 18 Executive *
- 23 Community PDG *

June 2006

- 1 Scrutiny *
- 14 Development Control *
- 15 COUNCIL *
- 22 (am) Executive *
- 22 (pm) Environment PDG *
- 29 (am) Council Tax Setting Panel (Statement of Accounts)
- 29 (pm) Community PDG *

July 2006

- 6 Scrutiny ***
- 11 Salcombe Harbour Board (Annual Inspection followed by pm meeting) ***
- 12 Development Control ***
- 19 Prosperity PDG**
- 20 COUNCIL ***
- 27 Executive ***

August 2006

- 10 Scrutiny (Call-ins only) ***

September 2006

- 5 Salcombe Harbour Board**
- 6 Development Control**
- 7 Executive ***
- 13 (am) Business Board (Leisure, Car Parks and Markets) ***
- 13 (pm) Business Board (Operations Team) ***
- 14 (am) Environment PDG ***
- 14 (pm) Community PDG ***
- 21 Scrutiny ***
- 28 COUNCIL ***

October 2006

- 12 Executive ***
- 18 Development Control ***
- 24 Salcombe Harbour Board**
- 26 (am) Scrutiny ***
- 26 (pm) Prosperity PDG ***

November 2006

- 9 Executive**
- 15 Development Control**
- 16 COUNCIL**
- 23 Scrutiny**
- 28 (am) Business Board (Operations Team)**
- 28 (pm) Business Board (Leisure, Car Parks and Markets)**

December 2006

- 7 Executive (Budget)**
- 12 (am) Prosperity Policy Development Group (Budget)**
- 12 (pm) Salcombe Harbour Board**
- 13 Development Control**
- 19 Environment Policy Development Group (Budget)**
- 20 Scrutiny**
- 21 COUNCIL**

January 2007

- 4 Executive**
- 11 Community Policy Development Group (Budget)**
- 17 Development Control**
- 18 Scrutiny (Budget)**
- 25 Executive (Budget)**
- 30 Salcombe Harbour Board**

February 2007

- 8 COUNCIL (Budget)**
- 14 Development Control**
- 21 (am) Business Board (Operations Team)**
- 21 (pm) Business Board (Leisure, Car Parks and Markets)**
- 22 Scrutiny**
- 27 Council Tax Setting Panel**

March 2007

- 1 Community Policy Development Group**
- 6 Environment Policy Development Group**
- 8 Executive**
- 14 Development Control**
- 15 Prosperity Policy Development Group**
- 20 Salcombe Harbour Board**
- 22 Scrutiny**
- 29 COUNCIL**

April 2007

- 5 Executive**
- 11 Development Control**
- 19 Scrutiny**
- 25 (am) Business Board (Operations Team)**
- 25 (pm) Business Board (Leisure, Car Parks and Markets)**

May 2007

- 8 Salcombe Harbour Board**
- 10 ANNUAL COUNCIL**
- 16 Development Control**
- 24 Scrutiny**

June 2007

- 5 Environment Policy Development Group**
- 7 Executive**
- 13 Development Control**
- 14 Community Policy Development Group**
- 21 Scrutiny**
- 27 Prosperity Policy Development Group**
- 28 COUNCIL**

July 2007

- 10 Salcombe Harbour Board (Annual Inspection followed by pm AGM)**
- 12 Executive**
- 18 Development Control**
- 26 Scrutiny**

September 2007

- 5 Development Control**
- 6 Executive**
- 12 (am) Business Board (Operations Team)**
- 12 (pm) Business Board (Leisure, Car parks and Markets)**
- 13 COUNCIL**
- 20 Scrutiny**

(* indicates meeting dates already approved at previous Annual Council, May 05)

ISSUES TAKEN INTO ACCOUNT WHEN DRAFTING 2006/07 CALENDAR:

- Avoidance of 29 and 30 November 2006 as Team Talk 2006 to take place on these dates;
- Additional Council Tax Setting Panel scheduled for end of June 2006 for Statement of Accounts approval;
- Council Budget 2007 meeting (8 Feb) a week before DCC Budget meeting (15 Feb);
- Council Tax Setting Panel scheduled to avoid DCC's provisional second Budget meeting (23 Feb)
- Attempt (where possible) to avoid Business Boards and PDGs being held on Thursday mornings to avoid potential clash with Executive Briefings;
- Avoid Council / Development Control Committee / Executive meeting in the same week where possible;
- Constitutional Requirements:

Body	No. of Meetings required by Constitution	Notes
Council	Not specified	8 meetings have been programmed (including one for the last week in June for approval of the Statement of Accounts).
Executive	Minimum of 10	Request to keep no. of meetings to a maximum of 10. However, 5 meetings have already been agreed for the period May – Oct. This would mean only 5 for the period Nov – May including 1 exclusively for the budget. A further 6 have been programmed giving a total of 11 for the year.
Scrutiny	6 ordinary and 6 provisional for call-ins	11 meetings have been programmed with only 1 (August 06) dedicated to a call-in. In practice, all Scrutiny agendas include call-ins as a standing item and if a call-in is requested when a scheduled meeting is not imminent, a meeting will be arranged on an ad hoc basis.
Development Control	4 weekly cycle	The Leader did request that consideration be given to extending the meeting cycle to 5-weekly. There was concern that this would slow down the speed of determinations and so the 4-week cycle has been retained where possible.
PDGs	Minimum of 4 each	Each PDG has 4 meetings programmed, including the budget meeting. Further meetings are arranged as required.

Business Boards	Minimum of 4 each	4 meetings have been arranged with both Boards meeting on the same date, one morning, one afternoon.
Salcombe Harbour Board	Not specified	6 meetings have been programmed as in previous years. This is consistent with the draft constitution for the new governance arrangements.
Licensing committee / Personnel Panel	Minimum of 1 each	These are arranged as required.
Programming Panel	2 – 4 times per year	These have tended to be on the morning of Council. It is suggested that this continue on an ad hoc basis rather than be programmed into the Calendar.