

**Council – 21 May 2007**

## **CALENDAR OF MEETINGS 2007/08**

### **Report of the Head of Corporate Services**

**Statutory Powers:** Local Government Act 2000

**Financial Implications:** None

#### **Purpose:**

1. To seek Member approval of the calendar of meetings of Council bodies for the 2007/08 municipal year.

#### **RECOMMENDATION**

**That the Council RESOLVES to adopt the Calendar of Meetings for the 2007/08 municipal year as per Appendix A to this report**

#### **Background**

2. Council Procedure Rule 1.1(x) states that the Annual Meeting will:-  
“approve a programme of ordinary meetings of the Council for the year”
3. Set out at Appendix A is a programme of meetings for the period May 2007 – September 2008. As in previous years, meeting dates for a period of 18 months has been drafted so that Members are aware in advance of the next Annual Council meeting of the dates for a further 6 months of meetings. This also aids the necessary programming of meetings.
4. In drawing up the calendar of meetings, a number of parameters are set which include:-
  - Constitutional requirements which, for some Council bodies, sets the number and frequency of meetings to be held annually;
  - The wishes of Members that as many meetings as possible are on a Thursday;
  - The wishes of Members that there are no other meetings scheduled for the same day as the Executive, Scrutiny or Council as far as practicably possible;
  - The wishes of Members to avoid clashes with meetings of other organisations and events where possible;
  - The wishes of Members to avoid the Development Control Committee and the Executive or Council meeting in the same week as far as practicably possible;
  - Financial timescales and requirements.

5. It should be noted that the calendar only lists those meetings which can or need to be programmed (for constitutional, financial or other reasons). Meetings of other Council bodies such as Policy Development Groups, Licensing Committee and Personnel Panel are arranged as and when required.

### **Full Council Meetings**

6. At the last meeting of Council on 29 March 2007, Members considered a report of the Political Structures Working Group (95/06 refers). Part of the report concerned the Group's desire to look at ways of modernising the full Council meeting and it was agreed that the Group consider this further. At a subsequent meeting of the Group, it was proposed that the Council meetings scheduled for 15 November 2007 and 27 March 2008 be earmarked as dates upon which a different format for the Council meeting could be piloted. Before then, research will be undertaken with other authorities which have looked at this issue, with a view to reporting back to Council at the June 2007 meeting.

### **Risk Assessment**

<b>Risk</b>	<b>Mitigation</b>
Constitutional requirements regarding the number and frequency of meetings are missed	Drafting a calendar of meetings ensures that constitutional requirements are provided for and Member wishes, where possible, are taken into account

### **Conclusion**

7. The requirement in the constitution for the calendar of meetings to be considered at the Annual Council meeting causes some programming difficulties. However, by providing 18 months of meetings, these problems are overcome as well as giving Members some forward planning.

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Council  
21 May 2007

**Background Papers:**  
Council Constitution