

**TITLE OF REPORT:**           **Calendar of Meetings 2017/18**

**REPORT OF:**               **Mike Barker, Strategic Director, Corporate Services and Governance**

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### **Purpose of the Report**

1. This report sets a proposal to revise the calendar of meetings for 2017/18.

### **Background**

2. Every year a calendar of meetings is drawn up for the Council's main decision making bodies and overview and scrutiny committees for the following municipal year.
3. The Cabinet and Council on 24 January and 2 February 2017 respectively agreed the calendar of meetings for 2017/18.

### **Proposal**

4. Following consultation with the Leader of the Council, it is proposed to realign meetings of the Cabinet and Council so they are held in the same week with effect from July 2017 to make the Council's decision making process more effective and efficient.
5. This will result in Cabinet meetings continuing to meet on the current frequency of once per month but will require the frequency of Council meetings to be changed from every six weeks to bi-monthly. The changes to the calendar of meetings resulting from this realignment of meetings are set out in Appendix 2. In addition to these changes, it will also be necessary to change the dates of some Group meetings. These have been incorporated into the revised calendar of meetings for 2017/18 attached at Appendix 3.
6. It is proposed that the Cabinet agrees the revised calendar of meetings for 2017/18 (attached at appendix 3) and that it be forwarded to Council for approval.

### **Recommendations**

7. The Cabinet is requested to recommend Council to approve the revised calendar of meetings 2017/18.

For the following reason:

To make the Council's decision making process more effective and efficient.

### Policy Context

1. Preparing a calendar of meetings for the municipal year enables effective planning of Council business and preparation of the Cabinet's schedule of decisions. The Council's Charter for Local Decision Making and Voting also aims to ensure that decision making is open and democratic and that residents are aware of meetings and decisions taking place.

### Background

2. The Cabinet and Council on 24 January and 2 February 2017 respectively agreed the calendar of meetings for 2017/18.

### Consultation

3. The Leader of the Council has been consulted on the revised changes to the calendar of meetings.

### Alternative Options

4. No other options have been considered.

### Implications of Recommended Option

#### 5. Resources

- a) **Financial Implications** - The Strategic Director, Corporate Resources confirms that there are no financial implications arising from this report.
- b) **Human Resources Implications** – There are no human resources implications arising from this report.
- c) **Property Implications** – There are no property implications arising from this report.

6. **Risk Management Implication** - There are no risk management implications arising from the recommended option.

7. **Equality and Diversity Implications** - There are no equality and diversity implications arising from the recommended option.

8. **Crime and Disorder Implications** - There are no crime and disorder implications arising from the recommended option.

9. **Health Implications** – There are no health implications arising from the recommended option.

10. **Sustainability Implications** - There are no sustainability implications arising from the recommended option.

11. **Human Rights Implications** - There are no human rights implications arising from the recommended option.

12. **Area and Ward Implications** - There are no area and ward implications arising from the recommended option.

**13. Background Information** - The calendar of meetings approved for the current municipal year.