



Report of:	Meeting	Date	Item No.
The Leader of the Council (Cllr Gibson) and Philippa Davies (Corporate Director of Resources)	Council	23 January 2014	11

CALENDAR OF MEETINGS 2014/15

1. Purpose of Report

- 1.1 To enable a proposed programme of meetings for 2014/15 to be confirmed.

2. Outcomes

- 2.1 Effective democratic decision making.

3. Recommendation

- 3.1 That the Calendar of Meetings for 2014/15, attached as Appendix 1, be approved.

4. Background

- 4.1 The proposed programme of meetings for 2014/15 follows a similar pattern to the programme for the current year.

5. Key Issues and Proposals

- 5.1 The suggested times, frequency and dates of each type of meeting are listed in Appendix 2. Any adjustments to the usual pattern of meetings is also referred to.

IMPLICATIONS

Finance	None arising directly from this report.
Legal	The proposed schedule of meetings meets with the requirements of the law and the Council's Constitution.

OTHER RISKS/IMPLICATIONS: CHECKLIST

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

Implications	✓ / x
Community Safety	x
Equality and Diversity	x
Sustainability	x
Health and Safety	x

Risks/Implications	✓ / x
Asset Management	x
Climate Change	x
Data Protection	x

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List of Background Papers:		
Name of Document	Date	Where available for inspection
None	-	-

LIST OF APPENDICES

Appendix 1 Proposed Calendar of Meetings for 2014/15

Appendix 2 List of proposed dates of meetings

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DATES OF MEETINGS 2014/15

COUNCIL

8 meetings (excluding Annual Meetings)
Approximately 6 weekly frequency. Thursdays at 7.00 pm

8 May 2014 (Annual meeting 2014/15)

5 June 2014

24 July 2014

4 September 2014

16 October 2014

27 November 2014

22 January 2015

5 March 2015 – Budget meeting

16 April 2015

21 May 2015 (Annual Meeting 2014/15)

The meeting in April 2015 is one week later than in 2014, because of the dates of Easter holiday. The Annual Meeting in 2015 is also one week later than in 2014 because of the need for time to prepare and publish reports on the appointment of a Leader and Cabinet, as well as Committees, following the elections to be held on 7 May 2015.

AUDIT COMMITTEE

6 meetings. Not evenly spaced but similar pattern as in 2013/14. Scheduled to fit in with the requirements of the Audit Plan and various statutory deadlines. Tuesdays, alternately at 6 pm and 2 pm, as previously agreed by the Committee.

20 May 2014 6 pm

24 June 2014 2 pm

26 August 2014 6 pm

23 September 2014 2 pm

11 November 2014 6 pm

10 March 2015 2 pm

EMPLOYMENT AND APPEALS COMMITTEE

3 meetings. Mondays at 6 pm

7 July 2014

3 November 2014

9 March 2015

OVERVIEW AND SCRUTINY COMMITTEE

11 meetings. Monthly frequency (except August). Generally 4th Monday at 6.00 pm but, some meetings on 3rd Monday to avoid clashes with Full Council meetings or Bank Holidays and to ensure an even period between meetings.

19 May 2014

23 June 2014

28 July 2014

22 September 2014

20 October 2014

17 November 2014

15 December 2014

26 January 2015

23 February 2015

23 March 2015

27 April 2015

PLANNING COMMITTEE

11 meetings – First Wednesday of each month at 2 pm (except, second Wednesday in January and April 2015, because of New Year and Easter holidays. No meeting scheduled for May 2015 because of elections on 7 May 2015.

4 June 2014

2 July 2014

6 August 2014

3 September 2014

1 October 2014

5 November 2014

3 December 2014

7 January 2015 (changed from 1 January)

4 February 2015

4 March 2015

8 April 2015 (changed from 2 April)

LICENSING COMMITTEE

11 meetings – Last Thursday of each month at 6 pm, unless changed to avoid a Council meeting. (As in 2013/14 monthly meetings scheduled except December to meet deadlines for dealing with applications. Easier to cancel meetings if not needed than to add extra meetings if fewer meetings programmed at the outset).

29 May 2014

26 June 2014

31 July 2014

28 August 2014

25 September 2014

30 October 2014

20 November 2014 (changed to avoid Council)

29 January 2015

26 February 2015

26 March 2015

30 April 2015

STANDARDS COMMITTEE

3 meetings scheduled - Thursdays at 6 pm.

Evenly spaced throughout the year. Same pattern as in 2013/14

19 June 2014

6 November 2014

19 March 2015

CABINET

10 meetings – Approximately 6 weekly Wednesday at 6pm (on same day as Management Board meetings)

21 May 2014
18 June 2014
30 July 2014
10 September 2014
22 October 2014
3 December 2014
14 January 2015
18 February 2015 (Budget meeting)
25 March 2015
22 April 2015

COUNCILLOR DEVELOPMENT GROUP

4 Meetings – Mondays at 6.30pm.

9 June 2014
15 September 2014
8 December 2014
16 March 2015

Conservative Group Tuesday before each Council Meeting

Labour Group Monday before each Council Meeting

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