

5. TIMETABLE OF MEETINGS 2015-16

The Council Executive considered a report (copies of which had been circulated) by the Chief Executive providing a timetable of meetings to July 2016 of the council, its committee's and working groups (including Policy Development and Scrutiny Panel's) which met on a regular basis.

Attached to the report at Appendix 1 was a timetable of meetings for the period August 2015 to July 2016 and had been designed in accordance with best practice following the general pattern and frequency of meetings of bodies of the council's decision-making structure. Also attached to the report at Appendices 2 and 3 was the same information but presented in an alternative format.

Meetings for other bodies such as the Licensing Board were set independently but were also shown in the timetable of meetings for completeness.

It was also noted that under the council's Scheme of Administration, meetings of Policy Development and Scrutiny Panels were to be fixed by the Clerk in consultation with Chairs and Lead Officers. These arrangements were presently being made and were included where known.

Additionally Local Area Committees were required to agree each year a schedule of regular meetings for the succeeding twelve months to be submitted to the Council Executive for approval. Some of these had been agreed but some remained outstanding and provisional dates were included for those bodies in the appendices.

It was recommended that the Council Executive :-

- a) Note and approve the arrangements shown in Appendix 1 of meetings of the council, its committees and working groups from August 2015 until July 2016;
- b) Note that dates proposed for meetings of Policy Development and Scrutiny Panels may be subject to change after consideration by Chairs and Lead Officers and that any changes should be incorporated into the calendar; and
- c) Authorise the Chief Executive to adjust the arrangements in Appendix 1 in the event of any changes being advised by Lead Officers for Local Area Committee before 30 June 2014.

Decision

To approve the terms of the report