

REPORT TO COUNCIL

REPORT OF: DEMOCRACY SERVICE MANAGER

REPORT NO.: DEM021

DATE: 22 JANUARY 2009

TITLE:	Draft programme of Council, Committee, and other meetings 2009 – 2010 for consultation purposes
FORWARD PLAN ITEM:	N/A
DATE WHEN FIRST APPEARED IN FORWARD PLAN:	N/A
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	N/A

COUNCIL AIMS/ PORTFOLIO HOLDER NAME AND DESIGNATION:	COUNCILLOR RAY AUGER - DEMOCRATIC REPRESENTATION	
CORPORATE PRIORITY:	QUALITY ORGANISATION	
CRIME AND DISORDER IMPLICATIONS:	NONE	
FREEDOM OF INFORMATION ACT IMPLICATIONS:	This report is publicly available via the Local Democracy link on the Council's website: www.southkesteven.gov.uk	
INITIAL EQUALITY IMPACT ASSESSMENT	Carried out and appended to report? Not Applicable	Full impact assessment required? No
BACKGROUND PAPERS:	Draft timetable as appended	

1. INTRODUCTION

Under Part 4 of the Constitution – Council Procedure rule 1 – it is the business of the annual Council meeting to approve a programme of ordinary meetings of the Council for the year. However, from a practical point of view, a draft programme for the next municipal year is drawn up at the start of the calendar year. The purpose of this report is to give members an opportunity to be consulted on the proposed dates before the programme goes before the Council on 23 April 2009 for final approval.

2. RECOMMENDATION

The Council is to consider the draft programme of meetings as appended and make any comments or suggested revisions before it is submitted for final approval at the annual Council meeting.

3. DETAILS OF REPORT

The draft programme presented follows the pattern of meetings previously adopted.

Six scheduled Scrutiny Committee meetings have been included. At the last annual Council meeting six dates had been included in the draft programme but three dates were deleted. During 2008/09, two additional (public) Scrutiny Committee meetings were in fact held on two of the dates that were deleted.

The draft programme contains proposed dates for the Policy Development Co-ordination Group meetings but this is for members' awareness at this stage. These meetings will not appear in the final public version of the timetable.

A proposed date for the 2009 Parish Council conference in November 2009 has also been included given the success of the previous events.

4. OTHER OPTIONS CONSIDERED AND ASSESSED

Under the Local Government Act 1972, the Council must hold an annual meeting. The Constitution states that the Cabinet must meet at least 12 times a year and the Development Control Committee must meet with such frequency in order to determine applications within the statutory timeframe – usually on a 3 week cycle.

5. COMMENTS OF SECTION 151 OFFICER

This is an opportunity for members to make suggestions and proposals for the 2009/10 meetings programme timetable. I have no specific financial comments to make.

6. COMMENTS OF MONITORING OFFICER

It is appropriate that members are consulted on the proposed timetable. It is proposed the final draft timetable be put to Council at its meeting on 23 April for approval. Any comments should be made to the Democracy Services Manager well before the date for the deadline for submission of reports to Council on 8 April 2009.

7. CONTACT OFFICER

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