

# REPORT TO COUNCIL

REPORT OF: DEMOCRACY SERVICE MANAGER

REPORT NO.: DEM037

DATE: 21 JANUARY 2010

<b>TITLE:</b>	<b>Draft programme of Council, Committee, and other meetings 2010 – 2011 for consultation purposes</b>
<b>FORWARD PLAN ITEM:</b>	N/A
<b>DATE WHEN FIRST APPEARED IN FORWARD PLAN:</b>	N/A
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	N/A

<b>COUNCIL AIMS/ PORTFOLIO HOLDER NAME AND DESIGNATION:</b>	COUNCILLOR RAY AUGER - DEMOCRATIC REPRESENTATION	
<b>CORPORATE PRIORITY:</b>	QUALITY ORGANISATION	
<b>CRIME AND DISORDER IMPLICATIONS:</b>	NONE	
<b>FREEDOM OF INFORMATION ACT IMPLICATIONS:</b>	This report is publicly available via the Local Democracy link on the Council's website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>INITIAL EQUALITY IMPACT ASSESSMENT</b>	<b>Carried out and appended to report?</b>  <b>Not Applicable</b>	<b>Full impact assessment required?</b>  <b>No</b>
<b>BACKGROUND PAPERS:</b>	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 22 April 2010 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 and includes six scheduled meetings for the Scrutiny Committee.

To enable a Council resolution by the end of the calendar year for new statutory provisions under the Local Government and Public Involvement in Health Act 2007 the ordinary meeting of the Council normally held in late January has been scheduled for 9 December 2010.

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 2010 Parish Council conference in November 2010 has also been included given the success of 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 2010/11 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 22 April 2010 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 9 April 2010.

## **7. CONTACT OFFICER**

Lena Shuttlewood: Democracy Service Manager  
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