

REPORT TO COUNCIL

REPORT OF: ACCESS & ENGAGEMENT PORTFOLIO HOLDER

REPORT NO. DEM041

DATE: 22 April 2010

TITLE:	Programme of Meetings of Council, Committees and Policy Development Groups for 2010/11	
COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:	Councillor Ray Auger: Portfolio Holder for Access and Engagement (Democratic Representation)	
CORPORATE PRIORITY:	Corporate Governance: Management of the Council's business	
CRIME AND DISORDER IMPLICATIONS:	None	
FREEDOM OF INFORMATION ACT IMPLICATIONS:	This report is publicly available on the Council's website from the Your Council and Democracy page	
INITIAL EQUALITY IMPACT ASSESSMENT	Carried out and appended to report? Not Applicable	Full impact assessment required? No
BACKGROUND PAPERS:	N/A: Constitutional procedures	

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.

2. RECOMMENDATIONS

That the Council

(1) agrees the recommendation of the Development Control Committee to move to a four week cycle of meetings in the 2010/11 municipal year for a trial period of twelve months;

(2) determines the dates of meetings for the Council, other committees and policy development groups.

3. DETAILS OF REPORT

At the Council meeting held on 21 January 2010, members considered a draft programme of meetings. A copy of that draft programme of meetings is attached as Appendix 1.

Development Control Committee

Following that meeting, the Development Control Committee at its meeting on 23 February 2010 considered moving from a three week cycle of meetings to a four week cycle. To improve the service the committee has recommended a move to a four week cycle. The committee would wish to effect this from the first meeting after the annual meeting for a trial period of twelve months. From a practical viewpoint, if approved, this decision will have to be implemented with effect from the May meeting of the Development Control Committee since the agenda for the scheduled meeting on 27 April 2010 will have been despatched before this Council meeting.

An alternative draft programme of meetings showing the Development Control Committee meeting on a four week cycle is attached as Appendix 2.

Scrutiny Committee

An aspect of the Scrutiny Committee's remit is to oversee the Council's performance management data in relation to progress with priority actions. However, the dates proposed for Scrutiny Committee meetings are somewhat out of "sync" with the performance reporting schedule. It is therefore proposed to realign the scheduled meetings of the Scrutiny Committee better to fit in with analysis of this data within the performance reporting timetable. The Chairman of the Scrutiny Committee has been consulted on these proposed changes and is in agreement.

4. OTHER OPTIONS CONSIDERED

Changes to some meeting dates have been suggested in this report for the reasons given.

Subject to agreement to the timetable for implementation of the new executive arrangements at item 17 on the agenda, the council meeting listed for 9 December 2010 may not be required.

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.

5. RESOURCE IMPLICATIONS

6. RISK AND MITIGATION (INCLUDING HEALTH AND SAFETY AND DATA QUALITY)

7. ISSUES ARISING FROM EQUALITY IMPACT ASSESSMENT

None

8. CRIME AND DISORDER IMPLICATIONS

None

9. COMMENTS OF THE SECTION 151 OFFICER

I have no specific comments to make in relation to the financial implications of this report.

10. COMMENTS OF THE MONITORING OFFICER

It is appropriate that Council take into account the representations received about requirements for meetings when considering the programme of meetings.

11. APPENDICES:

12. CONTACT OFFICER

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