

COUNCIL – 1ST MARCH 2010

Report of the Chief Executive

ITEM 7.3 TIMETABLE FOR COUNCIL AND COMMITTEE MEETINGS (2010/2011)

Purpose of Report

To adopt a timetable for Council and Committee meetings for the next Council Year (2010/2011), subject to any amendments, which may result from a review of scrutiny.

Recommendation

That the timetable for Council and Committee meetings for 2010/2011, attached as Appendix I to the report, be approved.

Reason

To ensure that a schedule of meetings for 2010/2011 was agreed and could be published accordingly.

Policy Context

Scheduling the Council's programme of meetings is in line with our aim – Better Council, to provide efficient and effective quality services.

Background

In March and April 2009, constitutional changes were approved, which

- deleted Regulatory Committee;
- created one Plans Committee; and
- established a separate Audit Committee and Performance Scrutiny Committee.

Last year's timetable also took into account changes made as a result of a Service Review of Committee Administration that:

- Plans Committee should meet on a four week cycle;
- Cabinet should meet on a four week cycle;
- Investigation and Review Scrutiny Committee should meet three times a year; and
- Council and other meetings should move to a six week cycle.

This year no further changes have been proposed to the number of cycles nor the frequency of Cabinet and Plans Committee. However, the Scrutiny Commission on 16th February 2010, requested that four meetings of Investigation and Review Scrutiny Committee be scheduled in 2010/11. The reason given was that the Investigation and Review Scrutiny Committee had found it difficult to co-ordinate the

work of Scrutiny Panels in 2009/10 with only three scheduled meetings of the Committee.

Scrutiny Commission, on 16th February 2010, also considered a timetable and ideas for reviewing Scrutiny, this could result in changes being proposed, which could impact on the terms of reference and meeting cycles of the Commission and scrutiny committees.

A proposed schedule of Council and Committee meetings for 2010/2011 has been drafted for consideration and is attached as Appendix I to this report. Scrutiny meetings are highlighted in italics, to make it easier to see which meetings may be affected by a review of scrutiny. Four dates have been proposed for Investigation and Review Scrutiny Committee.

Financial Implications

None.

Risk Management

There are no specific risks associated with this report.

Background Papers: None

Officer to Contact: Darren Tilley, Team Leader – Committee & Mayoral Services
(01509) 63-4783
darren.tilley@charnwood.gov.uk

APPENDIX I**Timetable of Council, Cabinet and Committee meetings for 2010/2011**

| Meeting | Day | Date | Time |
|--|------------------|-------------------|--------------|
| Annual Council | Monday | 10.05.2010 | 18.30 |
| Cabinet | Thursday | 13.05.2010 | 18.30 |
| <i>Performance Scrutiny Committee</i> | <i>Tuesday</i> | <i>18.05.2010</i> | <i>18.00</i> |
| <i>Community and Partnerships Scrutiny Committee</i> | <i>Wednesday</i> | <i>19.05.2010</i> | <i>18.00</i> |
| Personnel Committee | Tuesday | 25.05.2010 | 18.00 |
| <i>Investigation and Review Scrutiny Committee</i> | <i>Wednesday</i> | <i>26.05.2010</i> | <i>18.00</i> |
| Plans committee | Thursday | 27.05.2010 | 17.00 |
| Licensing committee | Tuesday | 01.06.2010 | 17.00 |
| Standards committee | Monday | 07.06.2010 | 18.00 |
| <i>Scrutiny Commission</i> | <i>Tuesday</i> | <i>08.06.2010</i> | <i>18.00</i> |
| Cabinet | Thursday | 10.06.2010 | 18.30 |
| Audit Committee (Special – Accounts) | Tuesday | 15.06.2010 | 18.00 |
| Plans committee | Thursday | 24.06.2010 | 17.00 |
| Council | Monday | 28.06.2010 | 18.30 |
| Audit Committee | Tuesday | 06.07.2010 | 18.00 |
| <i>Community and Partnerships Scrutiny Committee</i> | <i>Wednesday</i> | <i>07.07.2010</i> | <i>18.00</i> |
| Cabinet | Thursday | 08.07.2010 | 18.30 |
| Licensing committee | Tuesday | 20.07.2010 | 17.00 |
| Plans committee | Thursday | 22.07.2010 | 17.00 |
| Cabinet | Thursday | 05.08.2010 | 18.30 |
| <i>Performance Scrutiny Committee</i> | <i>Tuesday</i> | <i>17.08.2010</i> | <i>18.00</i> |
| Plans committee | Thursday | 19.08.2010 | 17.00 |
| <i>Scrutiny Commission</i> | <i>Thursday</i> | <i>26.08.2010</i> | <i>18.00</i> |
| Cabinet | Thursday | 02.09.2010 | 18.30 |
| Standards committee | Monday | 06.09.2010 | 18.00 |
| <i>Investigation and Review Scrutiny Committee</i> | <i>Wednesday</i> | <i>08.09.2010</i> | <i>18.00</i> |
| Council | Monday | 13.09.2010 | 18.30 |
| Plans committee | Thursday | 16.09.2010 | 17.00 |
| Audit committee | Tuesday | 21.09.2010 | 18.00 |

| Meeting | Day | Date | Time |
|--|-----------------|-------------------|--------------|
| Cabinet | Thursday | 30.09.2010 | 18.30 |
| Licensing committee | Tuesday | 12.10.2010 | 17.00 |
| <i>Community and Partnerships Scrutiny Committee</i> | Wednesday | <i>13.10.2010</i> | <i>18.00</i> |
| Plans committee | Thursday | 14.10.2010 | 17.00 |
| <i>Scrutiny Commission</i> | <i>Thursday</i> | <i>26.10.2010</i> | <i>18.00</i> |
| Cabinet | Thursday | 28.10.2010 | 18.30 |
| Council | Monday | 08.11.2010 | 18.30 |
| Plans committee | Thursday | 11.11.2010 | 17.00 |
| <i>Investigation and Review Scrutiny Committee</i> | Wednesday | <i>24.11.2010</i> | <i>18.00</i> |
| Cabinet | Thursday | 25.11.2010 | 18.30 |
| <i>Performance Scrutiny Committee</i> | <i>Tuesday</i> | <i>30.11.2010</i> | <i>18.00</i> |
| <i>Community and Partnerships Scrutiny Committee</i> | Wednesday | <i>01.12.2010</i> | <i>18.00</i> |
| Standards committee | Monday | 06.12.2010 | 18.00 |
| Audit committee | Tuesday | 07.12.2010 | 18.00 |
| Plans committee | Thursday | 09.12.2010 | 17.00 |
| <i>Scrutiny Commission</i> | <i>Monday</i> | <i>13.12.2010</i> | <i>18.00</i> |
| Licensing committee | Tuesday | 14.12.2010 | 17.00 |
| Cabinet | Thursday | 16.12.2010 | 18.30 |
| Plans committee | Thursday | 06.01.2011 | 17.00 |
| Council | Monday | 10.01.2011 | 18.30 |
| <i>Community and Partnerships Scrutiny Committee</i> | Wednesday | <i>19.01.2011</i> | <i>18.00</i> |
| Cabinet | Thursday | 20.01.2011 | 18.30 |
| Licensing committee | Tuesday | 01.02.2011 | 17.00 |
| Plans committee | Thursday | 03.02.2011 | 17.00 |
| <i>Scrutiny Commission</i> | <i>Tuesday</i> | <i>15.02.2010</i> | <i>18.00</i> |
| Cabinet | Thursday | 17.02.2011 | 18.30 |
| <i>Investigation and Review Scrutiny Committee</i> | Wednesday | <i>23.02.2011</i> | <i>18.00</i> |
| Council | Monday | 28.02.2011 | 18.30 |
| Plans committee | Thursday | 03.03.2011 | 17.00 |
| Standards committee | Monday | 07.03.2011 | 18.00 |
| Audit committee | Tuesday | 08.03.2011 | 18.00 |

| Meeting | Day | Date | Time |
|--|------------------|-------------------|--------------|
| <i>Community and Partnerships Scrutiny Committee</i> | <i>Wednesday</i> | <i>09.03.2011</i> | <i>18.00</i> |
| Licensing committee | Tuesday | 15.03.2011 | 17.00 |
| Cabinet | Thursday | 17.03.2011 | 18.30 |
| <i>Performance Scrutiny Committee</i> | <i>Tuesday</i> | <i>22.03.2011</i> | <i>18.00</i> |
| Plans committee | Thursday | 31.03.2011 | 17.00 |
| Council | Monday | 11.04.2011 | 18.30 |
| <i>Scrutiny Commission</i> | <i>Tuesday</i> | <i>12.04.2011</i> | <i>18.00</i> |
| Cabinet | Thursday | 14.04.2011 | 18.30 |
| Plans committee | Thursday | 28.04.2011 | 17.00 |
| Annual Council | Monday | 16.05.2011 | 18.30 |