

## COUNCIL – 9TH JANUARY 2011

### Report of the Chief Executive

#### Part A

#### ITEM 6.3 2012/2013 TIMETABLE FOR COUNCIL AND COMMITTEE MEETINGS AND MEMBER TRAINING

##### Purpose of Report

To consider a proposed timetable for Council and Committee meetings for the next Council Year (2012/2013) and designated Member Training days.

##### Recommendations

1. That the schedule of Council, Cabinet and Committee meetings for 2012/2013, attached as an Annex to the report, be approved; and
2. that the proposed dates for the Cabinet/Scrutiny Liaison Group and Member Training Days, *shown in italics* in the attached Annex to the report, be endorsed.

##### Reasons

1. To ensure that a schedule of meetings for 2012/2013 was agreed and could be published accordingly.
2. To ensure the effective operation of the Scrutiny system by ensuring that meetings between representatives of the Executive and senior Scrutiny Councillors were held to maintain a constructive dialogue. To ensure that there was a structure to Training and Development days for Councillors.

##### Policy Justification and Previous Decisions

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

##### Implementation Timetable including Future Decisions

Attached as an Annex is a proposed timetable for Council and Committee meetings for the next Council Year (2012/2013) to ensure that a schedule of meetings for 2012/2013 is agreed and published accordingly.

Included, are four proposed dates for the Standards Committee. The Localism Act 2011 removes the requirement to have a Standards Committee, the implementation date for this change is not yet certain but is expected to be at or before the start of the 2012/2013 Council Year. However, the dates have been included should the

Council decide to continue to choose to have a Standards Committee under the new arrangements set out in the Act.

Also included are proposed Member Training days, to endorse the approach that designated Member Training days be allocated to ensure a structured and timetabled approach to Councillor training.

In addition, three dates have been proposed for the Cabinet/Scrutiny Liaison Group to ensure the effective operation of the Scrutiny system by ensuring that meetings between representatives of the Executive and senior Scrutiny Councillors are held to maintain a constructive dialogue.

### Report Implications

The following implications have been identified for this report.

#### *Financial Implications*

None.

#### *Risk Management*

There are no specific risks associated with these recommendations.

Key Decision: No.

Background Papers: None.

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SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS AND MEMBER TRAINING FOR 2012/2013

<b>Meeting</b>	<b>Day</b>	<b>Date</b>
Overview Scrutiny Group	Tuesday	01/05/2012
Performance Panel	Tuesday	08/05/2012
Cabinet	Thursday	10/05/2012
<b>Annual Council</b>	<b>Monday</b>	<b>14/05/2012</b>
<i>Member Training Day</i>	<i>Wednesday</i>	<i>16/05/2012</i>
Scrutiny Management Board	Wednesday	23/05/2012
Plans Committee	Thursday	24/05/2012
Licensing Committee	Tuesday	29/05/2012
Overview Scrutiny Group	Wednesday	30/05/2012
Cabinet	Thursday	07/06/2012
Standards Committee	Monday	11/06/2012
Personnel Committee	Tuesday	12/06/2012
<i>Cabinet/Scrutiny Liaison Group</i>	<i>Wednesday</i>	<i>13/06/2012</i>
Appeals and Reviews Committee	Monday	18/06/2012
Policy Scrutiny Group	Tuesday	19/06/2012
<i>Member Training Day</i>	<i>Wednesday</i>	<i>20/06/2012</i>
Plans Committee	Thursday	21/06/2012
<b>Council</b>	<b>Monday</b>	<b>25/06/2012</b>
Audit Committee	Tuesday	26/06/2012
Overview Scrutiny Group	Monday	02/07/2012
Performance Panel	Tuesday	03/07/2012
Cabinet	Thursday	05/07/2012
Licensing Committee	Tuesday	17/07/2012
Scrutiny Management Board	Wednesday	18/07/2012
Plans Committee	Thursday	19/07/2012
<i>Member Training Day</i>	<i>Wednesday</i>	<i>25/07/2012</i>
Overview Scrutiny Group	Monday	30/07/2012
Cabinet	Thursday	02/08/2012
Policy Scrutiny Group	Tuesday	14/08/2012
<i>Member Training Day</i>	<i>Wednesday</i>	<i>15/08/2012</i>
Plans Committee	Thursday	16/08/2012
Performance Panel	Tuesday	21/08/2012
Overview Scrutiny Group	Wednesday	22/08/2012
Cabinet	Thursday	30/08/2012
Standards Committee	Monday	03/09/2012
Appeals and Review Committee	Monday	10/09/2012
Scrutiny Management Board	Wednesday	12/09/2012

<b>Meeting</b>	<b>Day</b>	<b>Date</b>
Plans Committee	Thursday	13/09/2012
<b>Council</b>	<b>Monday</b>	<b>17/09/2012</b>
Audit Committee – Accounts	Tuesday	18/09/2012
<i>Member Training Day</i>	<i>Wednesday</i>	<i>19/09/2012</i>
Overview Scrutiny Group	Monday	24/09/2012
Audit Committee	Tuesday	25/09/2012
Cabinet	Thursday	27/09/2012
Policy Scrutiny Group	Tuesday	09/10/2012
Plans Committee	Thursday	11/10/2012
Licensing Committee	Tuesday	16/10/2012
Overview Scrutiny Group	Monday	22/10/2012
<i>Member Training Day</i>	<i>Wednesday</i>	<i>24/10/2012</i>
Cabinet	Thursday	25/10/2012
Scrutiny Management Board	Wednesday	07/11/2012
Plans Committee	Thursday	08/11/2012
<b>Council</b>	<b>Monday</b>	<b>12/11/2012</b>
Overview Scrutiny Group	Monday	19/11/2012
Performance Panel	Tuesday	20/11/2012
<i>Member Training Day</i>	<i>Wednesday</i>	<i>21/11/2012</i>
Cabinet	Thursday	22/11/2012
<i>Cabinet/Scrutiny Liaison Group</i>	<i>Wednesday</i>	<i>28/11/2012</i>
Appeals and Reviews Committee	Monday	03/12/2012
Audit Committee	Tuesday	04/12/2012
Plans Committee	Thursday	06/12/2012
Standards Committee	Monday	10/12/2012
Licensing Committee	Tuesday	11/12/2012
Overview Scrutiny Group	Monday	17/12/2012
<i>Member Training Day</i>	<i>Wednesday</i>	<i>19/12/2012</i>
Cabinet	Thursday	20/12/2012
Plans Committee	Thursday	03/01/2013
Policy Scrutiny Group	Tuesday	08/01/2013
<b>Council</b>	<b>Monday</b>	<b>14/01/2013</b>
Overview Scrutiny Group	Tuesday	15/01/2013
Cabinet	Thursday	17/01/2013
<i>Member Training Day</i>	<i>Wednesday</i>	<i>23/01/2013</i>
Scrutiny Management Board	Wednesday	30/01/2013
Plans Committee	Thursday	31/01/2013
Licensing Committee	Tuesday	05/02/2013
Overview Scrutiny Group	Monday	11/02/2013
Performance Panel	Tuesday	12/02/2013
<i>Member Training Day</i>	<i>Wednesday</i>	<i>13/02/2013</i>

<b>Meeting</b>	<b>Day</b>	<b>Date</b>
Cabinet	Thursday	14/02/2013
<i>Cabinet/Scrutiny Liaison Group</i>	<i>Wednesday</i>	<i>20/02/2013</i>
<b>Council</b>	<b>Monday</b>	<b>25/02/2013</b>
Policy Scrutiny Group	Tuesday	26/02/2013
Plans Committee	Thursday	28/02/2013
Appeals and Reviews Committee	Monday	04/03/2013
Audit Committee	Tuesday	05/03/2013
Overview Scrutiny Group	Monday	11/03/2013
Performance Panel	Tuesday	12/03/2013
Cabinet	Thursday	14/03/2013
Standards Committee	Monday	18/03/2013
<i>Member Training Day</i>	<i>Wednesday</i>	<i>20/03/2013</i>
Scrutiny Management Board	Wednesday	27/03/2013
Plans Committee	Thursday	28/03/2013
Overview Scrutiny Group	Monday	08/04/2013
Licensing Committee	Tuesday	09/04/2013
Cabinet	Thursday	11/04/2013
<i>Member Training Day</i>	<i>Wednesday</i>	<i>17/04/2013</i>
<b>Council</b>	<b>Monday</b>	<b>22/04/2013</b>
Policy Scrutiny Group	Tuesday	23/04/2013
Plans Committee	Thursday	25/04/2013
Cabinet	Thursday	09/05/2013
<b>Annual Council</b>	<b>Monday</b>	<b>13/05/2013</b>

