

Agenda Item 7

Cabinet Member	Councillor Stephen Cooksey		
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Date	24 th September 2019		
Ward (s) affected	N/A	Key Decision	No

Subject	Revised Council Meeting Calendar 2019 - 2020
Recommendations	The Cabinet is asked to approve the revised council meeting schedule for 2019/20.
Corporate Priority	The schedule of meetings is planned to enable the Council and its various decision-making bodies to meet the Council Strategy and its priorities.
The Cabinet has the authority to determine the Recommendations	

1.0 Introduction

- 1.1 The Council's meeting schedule runs from after the annual Council meeting in May each year and is approved by the Cabinet.
- 1.2 Following the approval of this schedule by the Cabinet in November 2018, it has been necessary to make a few alterations to meetings scheduled to take place for the remainder of the municipal year 2019-2020.

2.0 Revisions to the Meeting Schedule for 2019-2020

- 2.1 The necessary revisions are detailed below:

(a) Development Management

To avoid meetings on the evening before the scheduled Police and Crime Commissioner and Local Elections taking place on 7th May, the Development Management meeting previously arranged for 6th May 2020 has been rescheduled to 29th April 2020.

(b) Audit Committee

To reflect the ongoing work plan of the Audit Committee, dates have been revised as follows:

10th October (new date) to sign off Statement of Accounts

31st October 2019 (to replace 21st November)

26th March 2020 (new date)

The previously scheduled meeting date for Audit Committee on 6th February 2020 remains unchanged.

(c) Extraordinary Cabinet and Extraordinary Council

Previously, extraordinary meetings of the Cabinet and Council were scheduled for 4th June and 18th June 2019 respectively to enable consideration of the draft Local Plan prior to district wide consultation. These dates have now been revised to 1st October 2019 for the Extraordinary Cabinet meeting and 15th October 2019 for the Extraordinary Council meeting.

(d) Licensing Committee

To accommodate the new Audit Committee date on 10th October, the Licensing Committee has been put back by one week to 17th October 2019.

- 2.2 A meeting schedule for 2019/2020 detailing all of the revisions is attached at Appendix 1 to this report.

Financial Implications

None from approving this revised schedule

Legal Implications

The Council is legally required to make decisions as set out in its Constitution and the meeting schedule (together with any revisions) is set out to achieve this.

2.0 Options

Option One (recommended): The Cabinet approve the revised meeting schedule for 2019/20 as set out in Appendix 1

Option Two: The Cabinet could ask that the revised meeting schedule be given further consideration by officers.

3.0 Corporate Implications

Monitoring Officer commentary

The Monitoring Officer has confirmed that all relevant legal implications have been taken into account

S151 Officer commentary

The S151 Officer has confirmed that there are no financial implications arising from the approval of the revised meeting schedule.

Risk Implications

Failure to agree the proposed revisions to the meeting schedule for 2019/2020 will impact agenda planning and decision making.

Equalities Issues

The impact on officers attending evening meetings is addressed by relevant Executive Heads of Service.

Employment Resources

The impact on officers attending evening meetings is addressed by relevant Executive Heads of Service.

Sustainability Issues: None for the purposes of this report.

Consultation: Scrutiny Committee.

Communications: None for the purposes of this report.

Background Papers: None for the purposes of this report.