

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Committee Report

Public

Date of Meeting: 15 December 2005

Title: DATES AND TIMES OF MEETINGS FOR 2006/07

Report of: Director of Legal and Democratic Services

Report reference: LDS.51/05

Summary:

A report which was submitted to the Executive on 21 November 2005 relating to the dates and times of meetings for 2006/07 is appended to this report for consideration.

Recommendations:

The observations of the Overview and Scrutiny Management Committee are requested on the dates and times of meetings of the Overview and Scrutiny Committees for submission to the City Council.

Contact Officer: Stephen Halstead Ext: 7557

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

1. BACKGROUND INFORMATION AND OPTIONS

- 1.0 Attached at Appendix A is a draft schedule of meeting dates for the City Council, the Executive, Overview and Scrutiny Committees and the regulatory Committees for the 2006/07 Municipal Year.
- 2.0 The current frequency of meetings is as follows:-

City Council (ordinary meetings) 8 weekly;
Overview and Scrutiny Management Committee 6 weekly;
Overview and Scrutiny Committees 6 weekly;
Executive (required to meet at least 13 times per year) 4 weekly;
Development Control Committee 6 weekly;
Regulatory Panel 5 weekly.
Licensing Committee Quarterly

Meetings of the Standards Committee, Appeals Panel, Employment Panel, Licensing Sub-Committees and other meetings are held as and when required.

6.0 Dates and times for meetings of the Executive are at the discretion of the Leader and are currently every 4 weeks.

2. CONSULTATION

2.1 Consultation to Date.

The dates and times for meetings have been circulated to the Leader and relevant Officers for comment.

The Head of Finance has advised that deadlines for approving the Council's Final Accounts and the operation of the Budget process may require special meetings of Executive, Overview and Scrutiny Committees and the City Council. The establishment of a free-standing Audit Committee to deal with corporate governance issues will also need to be re-considered following receipt of relevant legislation.

2.2 Consultation proposed.

This report will be circulated to the Overview and Scrutiny Management Committee for consideration. Their views will be reported to the City Council on 17 January 2006.

3. STAFFING/RESOURCES COMMENTS

3.1 Subject to the Council agreeing a schedule of meetings for Council, Overview and Scrutiny Committees and Regulatory Committees and the Leader arranging a schedule of meetings of the Executive which are broadly comparable with the schedule of meetings for the current Municipal Year, there are no additional staffing/resource requirements arising from this report.

4. FINANCIAL COMMENTS

- 4.1 The Head of Finance has advised that deadlines for approving the Council's Final Accounts and the operation of the Budget process may require special meetings of Executive, Overview and Scrutiny Committees and the City Council. These can be programmed into the Civic Calendar during the course of the forthcoming Municipal Year. The establishment of a free-standing Audit Committee to deal with corporate governance issues will also need to be re-considered following receipt of relevant legislation.
- 4.2 The scheduling of the budget meeting itself may also need revisiting as it is dependent on receiving relevant financial information from central Government. The meeting is currently scheduled for 6 February 2007 and any proposed amendments to the budget on the night would act as a reference back to the Executive on those amendments if that date is maintained.

5. LEGAL COMMENTS

5.0 These are incorporated in this report.

6. CORPORATE COMMENTS

6.0 None

7. RISK MANAGEMENT ASSESSMENT

7.0 Not applicable

8. EQUALITY ISSUES

8.0 Not applicable

9. ENVIRONMENTAL IMPLICATIONS

9.0 Not applicable

10. CRIME AND DISORDER IMPLICATIONS

10.0 Not applicable

11. IMPACT ON CUSTOMERS

11.0 Not applicable

12. RECOMMENDATIONS

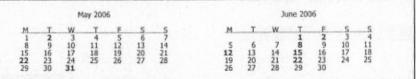
- (1) The observations of the Executive are requested for submission to the City Council on the schedule of dates and times for meetings in the 2006/07 Municipal Year.
- (2) That the dates and times for meetings of the Executive, which have been chosen by the Leader, be noted.

13. REASONS FOR RECOMMENDATIONS

13.0 In order to recommend to the City Council a schedule of dates and times for meetings covering the 2006/07 Municipal Year as required by Procedure Rule 1.1(ix).

J M EGAN
DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES

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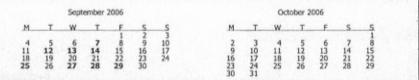
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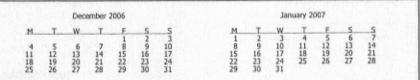
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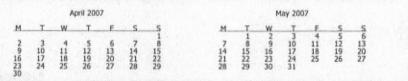
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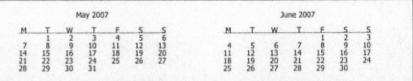


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May 2007 -June 2007



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