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REPORT TO EXECUTIVE			
PORTFOLIO AREA: LEADER			
Date of Meeting:		28 APRIL 2003	
Public			
Key Decision:	No	Recorded in Forward Plan:	No
Inside/Outside Policy Framework			

Title: PROPOSAL TO CHANGE THE TIME OF THE ANNUAL COUNCIL MEETING

Report of: HEAD OF LEGAL AND DEMOCRATIC SERVICES

Report reference: LDS.27/03

Summary:

The Report deals with the possibility of the time of the Annual Council Meeting on 19 May being moved from 11.00 a.m. to 6.45 p.m. in the evening.

Recommendations:

The Executive make appropriate recommendations to the City Council at its meeting on 29 April 2003 if the Executive wishes to propose a change in the time of the meeting.

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2. BACKGROUND INFORMATION AND OPTIONS

1. The Council Procedure Rules provide for the Annual Meeting of the Council to be held at 11.00 a.m., unless the Council decides otherwise. The Annual Meeting this year will take place on 19 May 2003.
2. It has been suggested that there may be advantages if the timing of this Annual Meeting could be moved to the evening, probably at 6.45 p.m. in line with the ordinary Council meetings.
3. If the timing of the meeting were to be changed, then it would be a matter for the Executive to make an appropriate recommendation to the Council and for the Council itself to then decide the timing of the Annual Meeting in accordance with Council Procedure Rule 5.1.

1. CONSULTATION

1. Consultation to Date.

None

1. RECOMMENDATIONS

3.1 The Executive make appropriate recommendations to the City Council at its meeting on 29 April 2003 if the Executive wishes to propose a change in the time of the meeting.

2. REASONS FOR RECOMMENDATIONS

4.1 To enable the time of the Annual Council Meeting on 19 May 2003 to be changed if this is what the Executive wishes to recommend the full Council to consider.

3. IMPLICATIONS

- Staffing/Resources –

There may be additional staffing resources in terms of flexitime/overtime required to support an evening meeting.

- Financial –

This will depend on any additional staffing resources required to support the evening meeting.

- Legal –

They are incorporated in this Report.

- Corporate –

It will be a matter for the full Council to decide whether to change the time of the Annual Meeting.

- Risk Management –

No additional risks anticipated.

- Equality Issues –

None anticipated.

- Environmental –

None anticipated.

- Crime and Disorder –

None anticipated.

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