

Cabinet

9 December 2015



Title	Calendar of Meetings for 2016-2017		
Purpose of the report	To make a recommendation to Council		
Report Author	Greg Halliwell		
Cabinet Member	Councillor Vivienne Leighton	Confidential	No
Corporate Priority	This item is not in the current list of Corporate priorities but still requires a Cabinet decision		
Cabinet Values	Accountability		
Recommendations	Cabinet is asked to recommend the Calendar of Meetings for 2016-17 to Council for approval.		

1. Key issues

- 1.1 The proposed Calendar of meetings for 2016-17 (Appendix 1) has been compiled to enable the consideration of Council business and covers the period from May 2016 to May 2017.
- 1.2 Council meetings have been scheduled to enable effective decision-making whilst making the best use of resources available. The meetings have been programmed to ensure that the Council makes decisions in a timely way to help with the implementation of its priorities and strategies, as well as fulfilling its constitutional and legal obligations.
- 1.3 In May 2017, Monday 1 May is a bank holiday, therefore Group will be held on Tuesday 2 May and the Cabinet meeting in that cycle will be held on Thursday 11 May.
- 1.4 The Chief Finance Officer has been consulted on the suitability of dates to enable end-of-period financial reports to be available for consideration at Cabinet and Overview and Scrutiny Committee meetings.
- 1.5 The Leader of the Council and the Committee Chairmen have the power to call additional or extraordinary meetings when required to accommodate urgent or unscheduled matters of business.

2. Options analysis and proposal

- 2.1 The Calendar of meetings provides a framework for the democratic and decision making processes that will underpin the delivery of the council's key priorities. It is proposed to agree the dates as set out in Appendix 1.

3. Financial implications

- 3.1 The cost of administering the proposed meetings can be met from within the existing budget.

4. Other considerations

- 4.1 Council, Cabinet and Committee meetings are held in venues that meet the requirement of the Equality Act in terms of accessibility and hearing loops etc. in order to ensure access to meetings for all.

5. Timetable for implementation

- 5.1 Once ratified at the Council meeting on 17 December 2015, the Calendar of meetings will be published on the website and implemented from May 2016.

Background papers: There are none.

Appendices:

Appendix 1 - proposed calendar of meetings (A3 x 2)

Appendix 1a - proposed calendar of meetings (A4)