

## **COUNCIL**

**22 JANUARY 2015**

### **SCHEDULE OF MEETINGS 2015/2016**

Report from: Neil Davies, Chief Executive

Author: Julie Keith, Head of Democratic Services

#### **Summary**

This report asks the Council to consider a provisional programme of meetings for the 2015/2016 municipal year, as set out in the attached appendix, for recommendation to the Council's annual meeting.

#### **1. Budget and Policy Framework**

1.1 The programme of ordinary Council and Committee meetings is a matter for formal approval by the Council at its annual meeting in May each year.

#### **2. Background**

2.1 The Council is being asked to consider a draft programme of Council and Committee meetings for the 2015/2016 municipal year in advance of a decision being made at the annual Council meeting in May, in order to provide some certainty for Members on the schedule of dates for key meetings during 2015/2016.

2.2 The proposed schedule of meetings for 2015/2016 is attached at Appendix A and is broadly consistent with the pattern and frequency of meetings in 2014/2015. There may be some changes following the outcome of the local election on 7 May 2015. Any changes and the final version of the timetable of meetings will be reported to the annual Council meeting for approval.

#### **3. Risk management**

3.1 There are no risk management implications arising from this report.

#### **4. Consultation**

4.1 Group Whips, Directors, and other lead officers from each Directorate have been consulted on the proposed meetings schedule. Group Leaders have also been kept informed as the timetable for 2015/16 has been developed.

## **5. Financial and legal implications**

- 5.1 In response to a reduction in staffing capacity in Democratic Services effective from April 2011, the Council agreed a commensurate adjustment in member level meetings and activity including a reduction from seventeen to twelve Cabinet meetings per year and a reduction from eight to six meetings of the Council and its Overview and Scrutiny Committees. Any increase in the overall number of member level meetings could only be achieved with an increase in staffing resources in Democratic Services.

## **6. Recommendation**

- 6.1 The Council is asked to agree a provisional programme of Council and Committee meetings for 2015/2016 as set out in Appendix A to the report for recommendation to the annual meeting of the Council on 27 May 2015.

### **Lead officer contact**

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### **Background papers**

None

## SCHEDULE OF MEETINGS MAY 2015 - MAY 2016

Please note that all meetings are held at Gun Wharf unless otherwise stated and this information is subject to change

DATE	MEETING	VENUE
<b>MAY 2015</b>		
27 May 2015 (Wed)	Annual Council	St George's Centre
<b>JUNE 2015</b>		
3 June 2015 (Wed)	6.30pm – Planning Committee	
4 June 2015 (Thurs)	7pm - Children and Young People Overview and Scrutiny Committee	
10 June 2015 (Wed)	10am - South Thames Gateway Building Control Joint Committee	
11 June 2015 (Thurs)	2pm - School Transport and Curriculum Appeals Committee	
12 June 2015 (Fri)	2pm – Licensing Sub Committee	
16 June 2015 (Tues)	9.30am Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
<b>16 June 2015 (Tues)</b>	<b>3pm – Cabinet</b>	
17 June 2015 (Wed)	7pm - Employment Matters Committee	
18 June 2015 (Thurs)	7pm - Regeneration, Community and Culture Overview and Scrutiny Committee	
23 June 2015 (Tues)	7pm - Health and Adult Social Care Overview and Scrutiny Committee	
24 June 2015 (Wed)	7pm - Councillor Conduct Committee	
25 June 2015 (Thurs)	7pm - Business Support Overview and Scrutiny Committee	
30 June 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
30 June 2015 (Tues)	4pm - Health and Wellbeing Board	

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DATE	MEETING	VENUE
<b>JULY 2015</b>		
1 July 2015 (Wed)	6.30pm – Planning Committee	
<b>7 July 2015 (Tues)</b>	<b>3pm – Cabinet</b>	
8 July 2015 (Wed)	6pm - Licensing and Safety Committee	
9 July 2015 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	
14 July 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
14 July 2015 (Tues)	7pm - Audit Committee	
15 July 2015 (Wed)	6pm - Councillor Conduct Committee	
21 July 2015 (Tues)	6.30pm - Children and Young People Overview and Scrutiny Committee	
28 July 2015 (Tues)	9.30pm - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
28 July 2015 (Tues)	6.30pm - Planning Committee	
<b>30 July 2015 (Thurs)</b>	<b>7pm – Council</b>	<b>St George’s Centre</b>
<b>AUGUST 2015</b>		
<b>4 August 2015 (Tues)</b>	<b>3pm – Cabinet</b>	
5 August 2015 (Wed)	8.45am - School Transport and Curriculum Appeals Committee	
6 August 2015 (Thu)	6.30pm - Regeneration, Community and Culture Overview and Scrutiny Committee	
7 August 2015 (Fri)	2pm Licensing Sub-Committee	
11 August 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
11 August 2015 (Tues)	6.30pm - Health and Adult Social Care Overview and Scrutiny Committee	

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<b>DATE</b>	<b>MEETING</b>	<b>VENUE</b>
13 August 2015 (Thurs)	6.30pm - Business Support Overview and Scrutiny Committee	
19 August 2015 (Wed)	6pm - Councillor Conduct Committee	
20 August 2015 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	
25 August 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
<b>25 August 2015 (Tues)</b>	<b>3pm – Cabinet</b>	
26 August 2015 (Wed)	6.30pm – Planning Committee	
<b>SEPTEMBER 2015</b>		
2 September 2015 (Wed)	6pm - Licensing and Safety Committee	
8 September 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
9 September 2015 (Wed)	7pm - Employment Matters Committee	
10 September 2015 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	
15 September 2015 (Tues)	4pm - Health and Wellbeing Board	
16 September 2015 (Wed)	6pm - Councillor Conduct Committee	
22 September 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
22 September 2015 (Tues)	6.30pm - Children and Young People Overview and Scrutiny Committee	
23 September 2015 (Wed)	10am - South Thames Gateway Building Control Joint Committee	
23 September 2015 (Wed)	6.30pm – Planning Committee	
24 September 2015 (Thurs)	7pm – Audit Committee	
<b>29 September 2015 (Tues)</b>	<b>3pm – Cabinet</b>	

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DATE	MEETING	VENUE
29 September 2015 (Wed)	6.30pm - Regeneration, Community and Culture Overview and Scrutiny Committee	
<b>OCTOBER 2015</b>		
1 October 2015 (Thurs)	6.30pm - Health and Adult Social Care Overview and Scrutiny Committee	
6 October 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
7 October 2015 (Wed)	8.45am - School Transport and Curriculum Appeals Committee	
8 October 2015 (Thurs)	6.30pm - Business Support Overview and Scrutiny Committee	
14 October 2015 (Wed)	6pm - Councillor Conduct Committee	
<b>15 October 2015 (Thurs)</b>	<b>7pm – Council</b>	<b>St George's Centre</b>
16 October 2015 (Fri)	2pm – Licensing Sub Committee	
20 October 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
21 October 2015 (Wed)	6.30pm – Planning Committee	
<b>27 October 2015 (Tues)</b>	<b>3pm – Cabinet</b>	
28 October 2015 (Wed)	6pm - Licensing and Safety Committee	
<b>NOVEMBER 2015</b>		
3 November 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
3 November 2015 (Tues)	4pm - Health and Wellbeing Board	
11 November 2015 (Wed)	6pm - Councillor Conduct Committee	
12 November 2015 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	
17 November 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	

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DATE	MEETING	VENUE
18 November 2015 (Wed)	6.30pm - Planning Committee	
<b>24 November 2015</b> <b>(Tues)</b>	<b>3pm – Cabinet</b>	
<b>DECEMBER 2015</b>		
1 December 2015 (Tues)	9.30am – Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
2 December 2015 (Wed)	7pm - Employment Matters Committee	
3 December 2015 (Thurs)	6.30pm - Business Support Overview and Scrutiny Committee	
7 December 2015 (Mon)	8.45am - School Transport and Curriculum Appeals Committee	
8 December 2015 (Tues)	6.30pm - Children and Young People Overview and Scrutiny Committee	
9 December 2015 (Wed)	6pm - Councillor Conduct Committee	
10 December 2015 (Thurs)	10am - South Thames Gateway Building Control Joint Committee	
10 December 2015 (Thurs)	6.30pm – Regeneration, Community and Culture Overview and Scrutiny Committee	
11 December 2015 (Fri)	2pm Licensing Sub Committee	
15 December 2015 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
<b>15 December 2015</b> <b>(Tues)</b>	<b>3pm – Cabinet</b>	
16 December 2015 (Wed)	6.30pm – Planning	
17 December 2015 (Thurs)	6.30pm - Health and Adult Social Care Overview and Scrutiny Committee	
22 December 2015 (Tues)	6pm - Licensing and Safety Committee	
<b>JANUARY 2016</b>		
5 January 2016 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	

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DATE	MEETING	VENUE
6 January 2016 (Wed)	6pm - Councillor Conduct Committee	
<b>12 January 2016 (Tues)</b>	<b>3pm – Cabinet</b>	
12 January 2016 (Tues)	7pm - Audit Committee	
14 January 2016 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	
19 January 2016 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
19 January 2016 (Tues)	6.30pm - Children and Young People Overview and Scrutiny Committee	
20 January 2016 (Wed)	6.30pm Planning Committee (provisional)	
<b>21 January 2016 (Thurs)</b>	<b>7pm – Council</b>	<b>St George's Centre</b>
26 January 2016 (Tues)	6.30pm - Health and Adult Social Care Overview and Scrutiny Committee	
27 January 2016 (Wed)	6pm - Licensing and Safety Committee	
28 January 2016 (Thurs)	6.30pm - Regeneration, Community and Culture Overview and Scrutiny Committee	
<b>FEBRUARY 2016</b>		
2 February 2016 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
2 February 2016 (Tues)	6.30pm - Business Support Overview and Scrutiny Committee	
3 February 2016 (Wed)	7pm - Employment Matters Committee	
4 February 2016 (Thurs)	4pm - Health and Wellbeing Board	
<b>9 February 2016 (Tues)</b>	<b>3pm – Cabinet</b>	
10 February 2016 (Wed)	6.30pm – Planning Committee	
11 February 2016 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	



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<b>DATE</b>	<b>MEETING</b>	<b>VENUE</b>
12 February 2016 (Fri)	2pm – Licensing Sub Committee	
16 February 2016 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
17 February 2016 (Tues)	6pm - Councillor Conduct Committee	
<b>25 February 2016 (Thurs)</b>	<b>7pm Council (Budget)</b>	<b>St George's Centre</b>
<b>MARCH 2016</b>		
1 March 2016 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
3 March 2016 (Thurs)	6.30pm - Children and Young People Overview and Scrutiny Committee	
<b>8 March 2016 (Tues)</b>	<b>3pm – Cabinet</b>	
9 March 2016 (Wed)	6.30pm – Planning Committee	
10 March 2016 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	
15 March 2016 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
15 March 2016 (Tues)	4pm - Health and Wellbeing Board	
16 March 2016 (Wed)	6pm - Licensing and Safety Committee	
17 March 2016 (Thurs)	10am - South Thames Gateway Building Control Joint Committee	
17 March 2016 (Thurs)	6.30pm Health and Adult Social Care Overview and Scrutiny Committee	
22 March 2016 (Tues)	7pm - Audit Committee	
23 March 2016 (Wed)	6pm – Councillor Conduct Committee	
29 March 2016 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
29 March 2016 (Tues)	6.30pm - Regeneration, Community and Culture Overview and Scrutiny Committee	

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DATE	MEETING	VENUE
<b>APRIL 2016</b>		
5 April 2016 (Tues)	3pm – Cabinet	
6 April 2016 (Wed)	6.30pm – Planning Committee	
12 April 2016 (Tues)	9.30am – Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
13 April 2016 (Wed)	6pm – Councillor Conduct Committee	
14 April 2016 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	
14 April 2016 (Thurs)	6.30pm - Business Support and Overview and Scrutiny Committee	
<b>21 April 2016 (Thurs)</b>	<b>7pm – Council</b>	<b>St Georges' Centre</b>
26 April 2016 (Tues)	9.30am – Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
27 April 2016 (Wed)	7pm - Employment Matters Committee	
28 April 2016 (Thurs)	4pm - Health and Wellbeing Board	
<b>MAY 2016</b>		
3 May 2016 (Tues)	6.30pm – Planning Committee	
5 May 2016 (Thurs)	Election - Police and Crime Commissioner	
10 May 2016 (Tues)	9.30am - Licensing Hearing Panel/Licensing 1982 Act Hearing Panel	
<b>10 May 2016 (Tues)</b>	<b>3pm – Cabinet</b>	
11 May 2016 (Wed)	6pm - Councillor Conduct Committee	
12 May 2016 (Thurs)	8.45am - School Transport and Curriculum Appeals Committee	
<b>18 May 2016 (Wed)</b>	<b>Annual Council</b>	<b>St George's Centre</b>