

## **COUNCIL**

**21 JANUARY 2016**

### **SCHEDULE OF MEETINGS 2016/2017**

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 2016/2017 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 2016/2017 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 2016/2017.

2.2 The proposed schedule of meetings for 2016/2017 is attached at Appendix A and is broadly consistent with the pattern and frequency of meetings in 2015/2016 although the 2<sup>nd</sup> and 3<sup>rd</sup> cycles of Overview and Scrutiny Committee meetings have been moved slightly later in 2016 to ensure timely reporting of quarterly Council Plan monitoring information.

#### **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 2016/17 has been developed.

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

- 5.1 The current number and pattern of member level meetings and activity reflects the staffing capacity within Democratic Services which was significantly reduced as a consequence of previous budget decisions. Any increase in the overall number of meetings could not be achieved without a commensurate 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 2016/2017 as set out in Appendix A to the report for recommendation to the annual meeting of the Council on 18 May 2016.

### **Lead officer contact**

Julie Keith, Head of Democratic Services  
Telephone: 01634 332760  
Email: julie.keith@medway.gov.uk

### **Appendices**

Appendix A – Draft schedule of meetings 2016 – 2017

### **Background papers**

None

# SCHEDULE OF MEETINGS MAY 2016 - MAY 2017

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 2016</b>		
Wednesday 18 May 2016	<b>7pm</b> - Annual Council	St George's Centre
Thursday 26 May 2016	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee	
Tuesday 31 May 2016	<b>9.30am</b> – Licensing Hearing Panel	
<b>JUNE 2016</b>		
Wednesday 1 June 2016	<b>6.30pm</b> – Planning Committee	
<b>Tuesday 7 June 2016</b>	<b>3pm – Cabinet</b>	
Thursday 9 June 2016	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Friday 10 June 2016	<b>2pm</b> – Licensing Sub Committee	
Tuesday 14 June 2016	<b>9.30am</b> – Licensing Hearing Panel	
Wednesday 15 June 2016	<b>7pm</b> – Employment Matters Committee	
Thursday 16 June 2016	<b>6.30pm</b> – Regeneration, Community and Culture Overview & Scrutiny Committee	
Tuesday 21 June 2016	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee	
Wednesday 22 June 2016	<b>6pm</b> – Councillor Conduct Committee	
Thursday 23 June 2016	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee	
Tuesday 28 June 2016	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 28 June 2016	<b>4pm</b> – Health and Wellbeing Board	
Wednesday 29 June 2016	<b>6.30pm</b> – Planning Committee	
Thursday 30 June 2016	<b>7pm</b> – Audit Committee	

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DATE	MEETING	VENUE
<b>JULY 2016</b>		
Wednesday 6 July 2016	<b>6pm</b> – Licensing and Safety Committee	
Thursday 7 July 2016	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Tuesday 12 July 2016	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 12 July 2016	<b>3pm – Cabinet</b>	
Wednesday 13 July 2016	<b>6pm</b> – Councillor Conduct Committee	
Thursday 21 July 2016	<b>7pm</b> - Council	St George's Centre
Tuesday 26 July 2016	<b>9.30am</b> – Licensing Hearing Panel	
Wednesday 27 July 2016	<b>6.30pm</b> – Planning Committee	
<b>AUGUST 2016</b>		
Tuesday 2 August 2016	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee	
Wednesday 3 August 2016	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Friday 5 August 2016	<b>2pm</b> – Licensing Sub Committee	
Tuesday 9 August 2016	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 9 August 2016	<b>3pm – Cabinet</b>	
Wednesday 10 August 2016	<b>6pm</b> – Councillor Conduct Committee	
Thursday 18 August 2016	<b>6.30pm</b> – Regeneration, Community and Culture Overview & Scrutiny Committee	
Tuesday 23 August 2016	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 23 August 2016	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee	

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<b>DATE</b>	<b>MEETING</b>	<b>VENUE</b>
Wednesday 24 August 2016	<b>6.30pm</b> – Planning Committee	
Thursday 25 August 2016	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee	
Tuesday 30 August 2016	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Wednesday 31 August 2016	<b>6pm</b> – Licensing and Safety Committee	
<b>SEPTEMBER 2016</b>		
Tuesday 6 September 2016	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 6 September 2016	<b>3pm – Cabinet</b>	
Wednesday 7 September 2016	<b>7pm</b> – Employment Matters Committee	
Thursday 8 September 2016	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Tuesday 13 September 2016	<b>4pm</b> – Health and Wellbeing Board	
Wednesday 14 September 2016	<b>6pm</b> – Councillor Conduct Committee	
Tuesday 20 September 2016	<b>9.30am</b> – Licensing Hearing Panel	
Wednesday 21 September 2016	<b>6.30pm</b> – Planning Committee	
Tuesday 27 September 2016	<b>3pm – Cabinet</b>	
Thursday 29 September 2016	<b>7pm</b> – Audit Committee	
<b>OCTOBER 2016</b>		
Tuesday 4 October 2016	<b>9.30am</b> – Licensing Hearing Panel	
Wednesday 5 October 2016	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Thursday 6 October 2016	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee	

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<b>DATE</b>	<b>MEETING</b>	<b>VENUE</b>
Wednesday 12 October 2016	<b>6pm</b> – Councillor Conduct Committee	
Thursday 13 October 2016	<b>7pm</b> - Council	St George's Centre
Friday 14 October 2016	<b>2pm</b> – Licensing Sub Committee	
Tuesday 18 October 2016	<b>9.30am</b> – Licensing Hearing Panel	
Wednesday 19 October 2016	<b>6.30pm</b> – Planning Committee	
Thursday 20 October 2016	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee	
Tuesday 25 October 2016	<b>3pm</b> – <b>Cabinet</b>	
Tuesday 25 October 2016	<b>6.30pm</b> – Regeneration, Community and Culture Overview & Scrutiny Committee	
Wednesday 26 October 2016	<b>6pm</b> – Licensing and Safety Committee	
Thursday 27 October 2016	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee	
<b>NOVEMBER 2016</b>		
Tuesday 1 November 2016	<b>9.30am</b> – Licensing Hearing Panel	
Thursday 3 November 2016	<b>4pm</b> – Health and Wellbeing Board	
Wednesday 9 November 2016	<b>6pm</b> – Councillor Conduct Committee	
Thursday 10 November 2016	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Tuesday 15 November 2016	<b>9.30am</b> – Licensing Hearing Panel	
Wednesday 16 November 2016	<b>6.30pm</b> – Planning Committee	
Tuesday 22 November 2016	<b>3pm</b> – <b>Cabinet</b>	
Tuesday 29 November 2016	<b>9.30am</b> – Licensing Hearing Panel	

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<b>DATE</b>	<b>MEETING</b>	<b>VENUE</b>
Wednesday 30 November 2016	<b>7pm</b> – Employment Matters Committee	
<b>DECEMBER 2016</b>		
Thursday 1 December 2016	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Thursday 1 December 2016	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee	
Tuesday 6 December 2016	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee	
Wednesday 7 December 2016	<b>6pm</b> – Councillor Conduct Committee	
Thursday 8 December 2016	<b>6.30pm</b> – Regeneration, Community and Culture Overview & Scrutiny Committee	
Friday 9 December 2016	<b>2pm</b> – Licensing Sub Committee	
Tuesday 13 December 2016	<b>9.30am</b> – Licensing Hearing Panel	
Wednesday 14 December 2016	<b>6.30pm</b> – Planning Committee	
Thursday 15 December 2016	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee	
Tuesday 20 December 2016	<b>3pm</b> – <b>Cabinet</b>	
Tuesday 20 December 2016	<b>6pm</b> – Licensing and Safety Committee	
<b>JANUARY 2017</b>		
Tuesday 3 January 2017	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 10 January 2017	<b>7pm</b> – Audit Committee	
Wednesday 11 January 2017	<b>6pm</b> – Councillor Conduct Committee	
Thursday 12 January 2017	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Tuesday 17 January 2017	<b>9.30am</b> – Licensing Hearing Panel	

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<b>DATE</b>	<b>MEETING</b>	<b>VENUE</b>
Tuesday 17 January 2017	<b>3pm – Cabinet</b>	
Tuesday 17 January 2017	<b>6.30pm</b> – Regeneration, Community and Culture Overview & Scrutiny Committee	
Wednesday 18 January 2017	<b>6.30pm</b> – Planning Committee	
Thursday 19 January 2017	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee	
Tuesday 24 January 2017	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee	
Wednesday 25 January 2017	<b>6pm</b> – Licensing and Safety Committee	
Thursday 26 January 2017	<b>7pm</b> - Council	St George's Centre
Tuesday 31 January 2017	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 31 January 2017	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee	
<b>FEBRUARY 2017</b>		
Wednesday 1 February 2017	<b>7pm</b> – Employment Matters Committee	
Thursday 2 February 2017	<b>4pm</b> – Health and Wellbeing Board	
Tuesday 7 February 2017	<b>3pm – Cabinet</b>	
Wednesday 8 February 2017	<b>6pm</b> – Councillor Conduct Committee	
Thursday 9 February 2017	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Friday 10 February 2017	<b>2pm</b> – Licensing Sub Committee	
Tuesday 14 February 2017	<b>9.30am</b> – Licensing Hearing Panel	
Wednesday 15 February 2017	<b>6.30pm</b> – Planning Committee	
Thursday 23 February 2017	<b>7pm</b> - Council (budget)	St George's Centre



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DATE	MEETING	VENUE
Tuesday 28 February 2017	<b>9.30am</b> – Licensing Hearing Panel	
<b>MARCH 2017</b>		
Thursday 2 March 2017	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Tuesday 7 March 2017	<b>3pm – Cabinet</b>	
Wednesday 8 March 2017	<b>6pm</b> – Licensing and Safety Committee	
Thursday 9 March 2017	<b>6.30pm</b> - Children and Young People Overview & Scrutiny Committee	
Tuesday 14 March 2017	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 14 March 2017	<b>4pm</b> – Health and Wellbeing Board	
Wednesday 15 March 2017	<b>6.30pm</b> – Planning Committee	
Thursday 16 March 2017	<b>6.30pm</b> - Health and Adult Social Care Overview & Scrutiny Committee	
Tuesday 21 March 2017	<b>7pm</b> – Audit Committee	
Wednesday 22 March 2017	<b>6pm</b> – Councillor Conduct Committee	
Tuesday 28 March 2017	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 28 March 2017	<b>6.30pm</b> – Regeneration, Community and Culture Overview & Scrutiny Committee	
<b>APRIL 2017</b>		
Tuesday 4 April 2017	<b>3pm – Cabinet</b>	
Thursday 6 April 2017	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Friday 7 April 2017	<b>2pm</b> – Licensing Sub Committee	
Tuesday 11 April 2017	<b>9.30am</b> – Licensing Hearing Panel	

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<b>DATE</b>	<b>MEETING</b>	<b>VENUE</b>
Wednesday 12 April 2017	<b>6.30pm</b> – Planning Committee	
Thursday 13 April 2017	<b>6.30pm</b> – Business Support Overview & Scrutiny Committee	
Wednesday 19 April 2017	<b>6pm</b> – Councillor Conduct Committee	
Tuesday 25 April 2017	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 25 April 2017	<b>4pm</b> – Health and Wellbeing Board	
Wednesday 26 April 2017	<b>7pm</b> – Employment Matters Committee	
Thursday 27 April 2017	<b>7pm</b> - Council	St George's Centre
<b>MAY 2017</b>		
Tuesday 9 May 2017	<b>9.30am</b> – Licensing Hearing Panel	
Tuesday 9 May 2017	<b>3pm – Cabinet</b>	
Wednesday 10 May 2017	<b>6.30pm</b> – Planning Committee	
Thursday 11 May 2017	<b>9am</b> – School Transport and Curriculum Appeals Committee	
Wednesday 17 May 2017	<b>Annual Council</b>	St George's Centre