

ANNUAL MEETING OF THE COUNCIL

25 APRIL 2017

REFERENCE FROM CABINET

A.4 PROGRAMME OF MEETINGS: 2017/2018 MUNICIPAL YEAR

(Report prepared by Ian Ford)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To enable Council to give consideration to the programme of meetings for the 2017/2018 municipal year.

EXECUTIVE SUMMARY

This report will enable Council to, as required by the Constitution, agree a programme of meetings for the 2017/2018 Municipal Year.

RECOMMENDATION(S)

That the draft programme of meetings for the Council and Committees, as set out in the Appendix to this report, be approved.

PART 2 – SUPPORTING INFORMATION

BACKGROUND

Further to minute 165 (A.4) of the meeting of the Cabinet held on 17 March 2017 a draft programme of meetings is set out as an Appendix to this report.

The meetings of the Corporate Management Committee, Community Leadership and Partnerships Committee and the Service Development and Delivery Committee will normally commence at 7.30 p.m. Meetings of the Planning Committee will normally commence at 6.00 p.m. Those Committees will normally meet at the Council Offices, Weeley. The commencement time and venue for meetings of the Community Leadership and Partnerships Committee may be subject to change on a meeting by meeting basis dependent on whether there is a need to assist representatives of external organisations who are attending at the request of the Committee.

Meetings of the Audit Committee, the Human Resources Committee, the Licensing and Registration Committee and the Standards Committee will be held on a quarterly basis at the Council Offices, Weeley and will normally commence at 7.30 p.m. (with the exception of the Standards Committee which will meet at 10.00 a.m.). Local Plan Committee meetings will be held at 6.00 p.m. at the Council Offices, Weeley or in the Princes Theatre in the Town Hall, Clacton-on-Sea depending on the predicted public attendance.

Public meetings of the Cabinet are scheduled to commence at 10.30 a.m. in the Essex Hall, at the Town Hall, Clacton-on-Sea.

Meetings of the full Council will commence at 7.30 p.m. and are scheduled to be held in the Princes Theatre at the Town Hall.

Members will note that Cabinet meetings are fixed by the Leader of the Council in

accordance with Article 7.08 Cabinet Procedure Rule 1.1 and therefore the scheduling et cetera may change.

The programme does not show meetings of the Sub-Committees, which are arranged either at meetings of the relevant Sub-Committee or from time to time when required.

Note: Since the meeting of the Cabinet held on 17 March 2017 an extra meeting of the Community Leadership and Partnerships Committee to be held at 6.30 p.m. on 31 July 2017 has been added to the programme of meetings. This is to enable that Committee to receive an update on health issues including the Sustainability and Transformation Plan; the Health Overview and Scrutiny; and the Clinical Commissioning Group.

In addition, the meeting of the Cabinet due to have been held on 19 May 2017 has been cancelled.

BACKGROUND PAPERS FOR THE DECISION
None.

APPENDICES
Programme of meetings for the 2017/2018 Municipal Year.