

ANNUAL MEETING OF THE COUNCIL

24 APRIL 2018

REFERENCE FROM CABINET

A.3 PROGRAMME OF MEETINGS: 2018/2019 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 2018/2019 municipal year.

EXECUTIVE SUMMARY

This report will enable Council to, as required by the Constitution, agree a programme of meetings for the 2018/2019 Municipal Year.

RECOMMENDATION(S)

- (a) That the draft programme of meetings for the Council and Committees, as set out in the Appendix to this report, be approved; and**
- (b) That the proposed dates for Members' training on planning etc. matters be noted.**

PART 2 – SUPPORTING INFORMATION

BACKGROUND

Further to minute 167 (A.1) of the meeting of the Cabinet held on 23 March 2018 a draft programme of meetings is set out as an Appendix to this report.

Council will also be aware that a review of the Council's committee structure has recently been completed (Minute 146 – 27.3.18 refers).

Consequently, a draft programme of meetings has been prepared and approved and is set out as an Appendix to this report. The meetings of the Community Leadership Overview and Scrutiny Committee, and the Resources and Services Overview and Scrutiny 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.

Meetings of the Audit Committee, the Human Resources and Council Tax 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 normally at 6.00 p.m. in the Princes Theatre in the Town Hall, Clacton-on-Sea or in the Council Chamber, at the Council Offices, Weeley. However, the dates of the programmed Local Plan Committee meetings will be subject to change

and/or additional meetings may need to be arranged to reflect the Local Plan decision making process which is outside the Council's control.

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.

Cabinet meetings are fixed by the Leader of the Council in accordance with Article 7.08 Cabinet Procedures Rule sub-section 1.1 of the Council's Constitution and therefore the scheduling et cetera may change. The public meetings of the Cabinet listed are scheduled to commence at 10.30 a.m. in the Essex Hall, at the Town Hall, Clacton-on-Sea.

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.

A new feature this year is the inclusion of dates for Members' training on matters relating to planning and development control in order to assist Members in keeping their diaries up-to-date.

BACKGROUND PAPERS FOR THE DECISION

None.

APPENDICES

Programme of meetings for the 2018/2019 Municipal Year.