

Body: Council

Date: 20 November 2013

Subject: Calendar of Meetings 2014/15

Report of: Head of Corporate Development

Ward(s): All

Purpose: To propose the calendar of meetings for 2014/15.

Contact: Katie Armstrong, Scrutiny Co-ordinator
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Recommendations: **That the calendar for 2014/15, as shown in the appendix to this report, be approved (subject to final ratification at the Council's next annual meeting).**

1.0 Introduction

- 1.1 It is usual at this time of the year to approve the Council's calendar of meetings for the council year commencing the following May.

2.0 Calendar for 2014/15

- 2.1 A draft calendar is appended to this report. The calendar of meetings broadly follows the pattern of previous years with a similar frequency of meetings. Proposed changes as compared with the 2013/14 calendar are detailed below.

2.2 Annual Council

- 2.2.1 The practice of holding both the Spring ordinary meeting on the same evening as the annual meeting is continued and it is proposed that this also be the arrangement in 2015 when both borough and parliamentary elections are due to be held on 7 May; otherwise it would mean a council meeting being held during the election "purdah" period. For 2015, the date of the annual meeting has to be fixed within a prescribed period after the date of election. The date Wednesday 27 May 2015 allows sufficient time in the immediate aftermath of the election to take account of any changes, obtain Group Leaders' nominations for committee seats and other positions and issue meeting papers.
- 2.2.2 The legal requirements for holding annual meetings are set out in Schedule 12 of the Local Government Act 1972. In years when no ordinary elections

are held a date may be fixed on any day in March, April or May. In an election year, the annual meeting must be on the 8th day after the day of retirement of councillors or such other day within the 21 days immediately following the day of retirement as the council may fix (the day of retirement is the 4th day after the day of election). The Council may set a time of their own choosing (or if no time is fixed the meeting is to be held at noon).

2.3 Cabinet

2.3.1 Cabinet in 2015, following the elections, will be held 2 weeks later than usual.

2.4 Planning Committee and Conservation Area Advisory Group

2.4.1 The dates of the May 2015 meetings have been moved forward one week so that they fall after the annual meeting.

3.0 Consultation

3.1 Group leaders and senior managers received a draft timetable for their information and comment.

4.0 Implications

4.1 There are no relevant implications to report in respect of this matter.

Peter Finnis

Head of Corporate Development

Background Papers:

None.

(der\P:council\13.11.20\calendar of meetings)

Calendar of Meetings

May 2014 - May 2015

MEETING:-	Time	2014								2015					
		May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Annual Council	6pm	7												27	
Council (* motions deadline 11am)	6pm	7		23 (*14)		17 (*8)		19 (*10)			18 (*9)			27 (*18)	
Cabinet	6pm	14		9		3	22		10		4	18			10
Scrutiny Committee	6pm		2			1	+14		8		2				
Planning Committee	6pm	13	10	8	5	2/30	28	25		6	3	3/24	21		2
Conservation Area Advisory Group	6pm	13		15	26		7	18		6	17	31			2
Licensing Committees	6pm			14			6			12		16			
Audit and Governance Committee	6pm		25			24			3			11			
Joint Staff Committee	2.30pm			9		10		26				4			
Joint Waste Committee	4pm			4 <i>E'brne</i>				7 <i>Hastings</i>							
Elections		22 Euro												7 Boro/ General	

Notes:

Council in May - Ordinary Council will follow-on from Annual Council (with a short interval in-between).

Scrutiny Committee - +14 October 2013 features the Annual Finance seminar.

Borough and General Elections 2015 - 7 May 2015 (N.B. "Purdah" period likely to start from c. 30 March)