

CAMBRIDGE CITY COUNCIL

REPORT OF: Democratic Services Manager

TO: Civic Affairs Committee

20/11/2013

WARDS: None directly affected

MUNICIPAL YEAR 2014/15

1 INTRODUCTION

1.1 This report seeks approval to the Council's meeting calendar for the Municipal Year 2014/15.

2. RECOMMENDATIONS

2.1 To agree the meetings calendar attached.

2.2 To consider options for the Annual Meeting in May 2015.

3. BACKGROUND

3.1 This Committee sets the forward programme of dates for Council and committee meetings, following consultation with Leaders of all party groups. Following the requirement to move the Annual Meeting from May to June 2014, Leaders were consulted but only on the summer meeting cycle, because of two options available. The proposal for the summer cycle before the committee has been supported, but the assumption made is that the remainder of the 2014/15 year should reflect the current annual cycle of meetings as far as possible.

3.2 The changes to highlight are:

- There is a compressed summer scrutiny cycle, because of the later Annual Meeting of the Council. The following Council meeting takes place on the first day of the summer school holiday.
- A Council meeting in the first week of November because of changes to the timing of the political party conference season in September/October.

NB. Both the Area Committees and the Joint Development Control Committee will set dates with the knowledge of this forward programme.

- 3.3 If adopting current scheduling conventions, the Annual Meeting for 2015 would be held in May half term. The Committee's view on this is requested.

4. **IMPLICATIONS**

- (a) **Financial Implications** n/a
- (b) **Staffing Implications** n/a
- (c) **Equal Opportunities Implications**

The convention when setting dates has been to spread meetings across the days of the week (Monday-Thursday) and the hours in the day. There has been a move over recent years by individual committees to move meetings into the late afternoon/evening to reflect councillor preferences.

- (d) **Environmental Implication**
- (e) **Procurement**
- (f) **Consultation and communication**
- (g) **Community Safety**

BACKGROUND PAPERS: None.

The author and contact officer for queries on the report is Gary Clift on 01223 45701.

Report file:

Date originated: 20 November 2013
Date of last revision: 20 November 2013

Cambridge City Council - Meeting Card - 2014/2015

2014												2015				
May	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May				
Sat								Sat				Sat				
Sun	1							Sun	1	1		Sun				
Mon	2 10:00am Licensing C 6:00pm Civic Affairs			1 10:00am Licensing C			1 10:00am Licensing C	Mon	2 10:00am Licensing C	2 10:00am Licensing C		Mon				
Tue			1 5:30pm Ho Mgmt Bd	2			2	Tue	3			Tue				
Wed	3			3 9:30am Planning	1 9:30am Planning		3 9:30am Planning	Wed	4 9:30am Planning	3 5:30pm Ho Mgmt Bd 4 9:30am Planning	1 9:30am Planning	Wed				
Thur	1	5	3	4	2		4	Thur	1 Bank Holiday	5	2	Thur				
Fri	2	6	4	1	3		5	Fri	2	6	3 Bank Holiday	Fri				
Sat	3	7	5	2	6		6	Sat	3	7	4	Sat				
Sun	4	8	6	3	7		7	Sun	4	8	5	Sun				
Mon	5 Bank Holiday	9 10:00am Licensing D	7 10:00am Licensing D	4 10:00am Licensing D	8 10:00am Licensing D	6 10:00am Licersing D	3 10:00am Licensing C	8 10:00am Licensing D	Mon	5 10:00am Licersing D	9 10:00am Licensing D	6 Bank Holiday	Mon			
Tue	6		8 5:00pm Environment	5 4:30pm DPSS	9 4:30pm DPSS		4 4:30pm DPSS	9 4:30pm DPSS	Tue	6 5:30pm Ho Mgmt Bd	10 5:00pm Environment	7 10:00am Licensing C	Tue			
Wed	7	11 10:00am DCF Planning	9	6 9:30am Planning	10 10:00am DCF Planning	8 10:00am DCF Planning	5 9:30am Planning	10 10:00am DCF Planning	Wed	7 9:30am Planning	11 10:00am DCF Planning	8 10:00am DCF Planning	Wed			
Thur	8	12 11:00am Annual Council	10 10:00am DCF Planning 1:30pm Comm Services	7	11		6 6:00pm Council	11	Thur	8	12 1:30pm Comm Services	9	7 GEN ELECTION	Thur		
Fri	9	13	11	8	12	10	7	12	Fri	9	13 5:00pm Strat & Res	10	8	Fri		
Sat	10	14	12	9	13	11	8	13	Sat	10	14	11	9	Sat		
Sun	11	15	13	10	14	12	9	14	Sun	11	15	12	10	Sun		
Mon	12 10:00am Licensing A	16 10:00am Licensing A	14 10:00am Licensing A 5:00pm Strat & Res	11 10:00am Licensing A	15 10:00am Licensing A	13 10:00am Full Licensing	10 10:00am Licensing D	15 10:00am Licensing A	Mon	12 10:00am Licensing A	16 10:00am Licensing A	16 10:00am Licensing A 5:00pm Strat & Res	13 10:00am Licensing D	11 10:00am Licensing C 6:00pm Civic Affairs	Mon	
Tue	13 10:00am DCF Planning	17	15 4:30pm DPSS	12	16		14 5:00pm Environment	11	Tue	13 5:00pm Environment	17		14	12	Tue	
Wed	14	18 10:00am Jnt Dev Control	16 10:00am Jnt Dev Control	13 10:00am DCF Planning	17 10:00am Jnt Dev Control 6:00pm Civic Affairs	15 10:00am Jnt Dev Control 1:30pm Comm Services	12 10:00am DCF Planning	17	Wed	14 10:00am DCF Planning	18 10:00am Jnt Dev Control	18 10:00am Jnt Dev Control 6:00pm Civic Affairs	15 10:00am Jnt Dev Control	13 10:00am DCF Planning	Wed	
Thur	15	19	17	14	18		13	18	Thur	15 1:30pm Comm Services	19	16 6:00pm Council	14	17	Thur	
Fri	16	20	18	15	19	17	14	19	Fri	16 5:30pm HMB (HRA)	20	17	15	16	Fri	
Sat	17	21	19	16	20	18	15	20	Sat	17	21	18	16	17	Sat	
Sun	18	22	20	17	21	19	16	21	Sun	18	22	19	17	18	Sun	
Mon	19 10:00am Licensing B	23 10:00am Full Licensing	21 10:00am Licersing B	18 10:00am Licersing B	22 10:00am Licensing B	20 10:00am Licensing A 5:00pm Strat & Res	17 10:00am Licensing A	22 10:00am Licensing B	Mon	19 10:00am Licensing B 5:00pm Strat & Res	23 10:00am Licensing B	23 10:00am Full Licensing	20 10:00am Licensing A	18 10:00am Licensing D	Mon	
Tue	20	24	22 10:00 DCF JD Control	19	23	21 4:30pm DPSS	18	23	Tue	20	24 4:30pm DPSS	25 10:00am DCF JD Control	21	19 4:30pm DPSS	Tue	
Wed	21	25 10:00am DCF JD Control 6:00pm Civic Affairs	23	20 10:00am Jnt Dev Control	24 10:00 DCF JD Control	22 10:00am DCF JD Control	19 10:00am Jnt Dev Control 6:00pm Civic Affairs	24	Wed	21 10:00am Jnt Dev Control	25 10:00 DCF JD Control	22 10:00 DCF JD Control	20 10:00am Jnt Dev Control	19 10:00am Jnt Dev Control	Wed	
Thur	22 ELECTION	26	24 6:00pm Council	21	25	23	20	25	Thur	22 6:00pm Executive	26 6:00pm Council	26	23	21 11:00am Annual Council	Thur	
Fri	23	27	25	22	26	24	21	26	Fri	23	27	27	24	22	Fri	
Sat	24	28	26	23	27	25	22	27	Sat	24	28	28	25	23	Sat	
Sun	25	29	27	24	28	26	23	28	Sun	25	29	29	26	24	Sun	
Mon	26 Bank Holiday	30 10:00am Licersing B	28 10:00am Licensing C	25 Bank Holiday	29 6:00pm S&R (MFR) 10:00am Licersing C	27 10:00am Licersing B	24 10:00am Licersing B	29 10:00am Licensing C	Mon	26 10:00am Full Licensing		30 10:00am Licensing B	27 10:00am Licensing B	25 Bank Holiday	Mon	
Tue	27		29	26	30 5:30pm Ho Mgmt Bd	28	25	30	Tue	27 4:30pm DPSS	31	28	26	27	Tue	
Wed	28		30	27 10:00am DCF JD Control		29	26 10:00 DCF JD Control	31 10:00am DCF JD Control	Wed	28 10:00 DCF JD Control 6:00pm Civic Affairs		29	27 10:00am DCF JD Control	28	Wed	
Thur	29		31			30	27		Thur	29		30	28	29	Thur	
Fri	30					31	28		Fri	30			29	30	Fri	
Sat	31						29		Sat	31			30	31	Sat	
Sun							30		Sun				31		Sun	

Key

Yellow	Liberal Democrats Party Conference	Blue	Council	Orange	Civic Affairs	Grey	Strat & Res	Cyan	Jnt Dev Control
Red	Labour Party Conference	Light Blue		Light Orange	Planning	Light Green	Environment	Light Cyan	DCF JD Control
Dark Blue	Conservative Party Conference	White		Light Purple	DCF Planning	Light Yellow	Comm Services	Pink	DPSS
Black	Local Government Association Conference	White		Light Purple	Licensing	Light Blue	Ho Mgmt Bd	White	
Light Blue		White		Light Purple		Light Orange	Executive	White	

This page is intentionally left blank