

CAMBRIDGE CITY COUNCIL

REPORT OF: Democratic Services Manager

TO: Civic Affairs Committee

16/09/2015

WARDS: None directly affected

MUNICIPAL YEAR 2016/17

1 INTRODUCTION

The report seeks comments on the Council's meeting calendar for the Municipal Year 2016/17.

2. RECOMMENDATIONS

- i) To comment on the meetings calendar 2016/17 and delegate final approval to the Chief Executive in consultation with Group Leaders no later than 31 October 2015.
- ii) To agree that for future years the calendar of meetings is approved by the Chief Executive in consultation with Group Leaders.

3. BACKGROUND

- 3.1 This committee currently sets the forward programme of dates for the Council and committee meetings, following consultation with Leaders of all party groups (who were informed on 14.08.15). Area Committees agree their own dates. The proposed calendar respects conventions of avoiding school holidays and political party conferences where possible.
- 3.2 The calendar reflects a similar pattern to 2015/16. Refinements were agreed to the 2015/16 calendar which aimed to reduce the number of scheduled meetings in the calendar ie:
 - quarterly Development Plan Scrutiny Sub-Committees (special meetings may still be called if necessary)

- deletion of the S&R Scrutiny Committee in late September (the Mid Year Financial Review will be reported to the October meeting).
- deletion of January and March Civic Affairs Committee, replacing these with a meeting in February.

3.3 As a result of the Planning Inspector's decision mid-Inquiry for further work on the Local Plan, there is a requirement for two additional Council and Development Scrutiny Sub-Committees in 2015/16.

4. **CONSULTATIONS**

Officers in Internal audit, Planning, Legal and Finance have been consulted on the changes proposed.

5. **OPTIONS**

The Committee can suggest alternatives to the calendar proposed.

6. **IMPLICATIONS**

- (a) **Financial Implications** n/a
- (b) **Staffing Implications** n/a
- (c) **Equality and Poverty Implications**

The calendar spreads the meetings across the days of the week (Monday-Thursday) and the hours of the day. There are more meetings in the late afternoon/evening to suit councillor preferences.

Councillors from across the political groups are in the process of considering changes to Council meetings to see if they can finish at an earlier time. An oral update on this work will be given at the meeting.

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

BACKGROUND PAPERS: The following are the background papers that were used in the preparation of this report: None

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