



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	4 DECEMBER 2014
REPORT OF THE:	COUNCIL SOLICITOR ANTHONY WINSHIP
TITLE OF REPORT:	TIMETABLE OF MEETINGS 2015-2016
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report presents the draft timetable of meetings for 2015-2016 for approval.

2.0 RECOMMENDATION

2.1 That Council is recommended to approve the timetable of meetings for 2015-2016, attached as Annex A to this report.

3.0 REASON FOR RECOMMENDATION

3.1 To provide a timetable for all decision making, advisory and overview and scrutiny meetings for use by Members, officers, the public and other interested parties.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks relating to this recommendation.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 A timetable of meetings is agreed and published for each municipal year. This is an essential part of making the Council's decision making process open and accessible to all interested parties. Management Team have been consulted on the draft timetable of meetings for 2015-2016.

REPORT

6.0 REPORT DETAILS

6.1 The draft timetable of meetings, attached as Annex A of the report, has been based on the meeting cycle used in 2014-15.

6.2 The schedule at Annex A takes account of particular reporting requirements relating to the Annual Governance Statement and Statement of Accounts. No meetings have been scheduled to coincide with Maundy Thursday (24 March 2016), the Ryedale Show (28 July 2015), the Police and Crime Commissioner Elections (5 May 2016) and the Local Government Association Conference (30 June-2 July 2015). Mondays have also been kept free of meetings as this is when the majority of parish and town councils meet.

6.3 Members have the option to approve, amend or reject the draft timetable of meetings attached at Annex A. If the current draft timetable is not acceptable to Members, an alternative will need to be agreed.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

The costs of meetings within the Council are built into existing budgets.

b) Legal

None.

c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)

None. An equality impact assessment was carried out four years ago when start times to meetings were reviewed.

8.0 NEXT STEPS

8.1 Once the timetable of meetings has been approved it will be published on the Council's website using the Modern.gov committee management system.

Anthony Winship
Council Solicitor

Author: Simon Copley, Democratic Services Manager
Telephone No: 01653 600666 ext: 277
E-Mail Address: simon.copley@ryedale.gov.uk

Background Papers:
None.