

COUNCIL**1 March 2017**

Is the final decision on the recommendations in this report to be made at this meeting?

Yes**Calendar of Meetings 2017/18**

Final Decision-Maker	Council
Lead Head of Service	Angela Woodhouse, Head of Policy and Communications
Lead Officer and Report Author	Debbie Snook, Democratic Services Officer
Classification	Public
Wards affected	All

This report makes the following recommendations to this Committee:

1. That the Calendar of Meetings 2017/18, attached as Appendix A to this report, be approved.

This report relates to the following corporate priorities:

- Keeping Maidstone Borough an attractive place for all
- Securing a successful economy for Maidstone Borough

The aim is to ensure that meetings of the Council and Committees are scheduled to consider business regarding the above priorities.

Timetable

Meeting	Date
Council	1 March 2017

Calendar of Meetings 2017/18

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To approve the Calendar of Meetings for 2017/18.
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2. INTRODUCTION AND BACKGROUND

- 2.1 The proposed Calendar of Meetings for 2017/18 is attached as Appendix A. It sets out the proposed dates for meetings of the Council and Service, Regulatory and other Committees within the Committee structure.
- 2.2 It is proposed to hold the Annual Meeting of the Council on Saturday 20 May 2017, followed by the Civic Parade.
- 2.3 It is proposed to hold snap meetings of all Committees except the Joint Transportation Board on 23 May 2017. The purpose of these meetings is to elect the Chairman and Vice-Chairman for each Committee other than the Chairman of the Policy and Resources Committee who will be elected at the Annual Meeting of the Council.
- 2.4 With the exception of the proposed meeting of the Planning Committee there will be no other meetings during August.
- 2.5 Extraordinary meetings of the Council can be called if necessary.
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3. AVAILABLE OPTIONS

- 3.1 The Council could amend the proposed Calendar of Meetings, but the dates are in line with the usual pattern of meetings based on the current Committee structure.
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4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 That the Calendar of Meetings for 2017/18 be approved. Setting the dates for future meetings of the Council and Committees enables advance notice to be given to the public and internal timetables and work programmes to be organised.
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5. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 5.1 The Calendar of Meetings, once approved, will be published on the Council's website.
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6. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	The aim is to ensure that meetings of the Council and Committees are scheduled to consider business regarding the Council's priorities.	Head of Policy and Communications
Risk Management	N/A	
Financial	No financial implications	Section 151 Officer & Finance Team
Staffing	N/A	
Legal	No implications	Interim Head of Legal Partnership
Equality Impact Needs Assessment	None identified	Policy & Information Manager
Environmental/Sustainable Development	N/A	
Community Safety	N/A	
Human Rights Act	N/A	
Procurement	N/A	
Asset Management	N/A	

7. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- Appendix A: Calendar of Meetings 2017/18

8. BACKGROUND PAPERS

None.