

MAIDSTONE BOROUGH COUNCIL

COUNCIL

12 DECEMBER 2012

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

Report prepared by Janet Barnes

1. CALENDAR OF MEETINGS 2013-2014

1.1 Issue for Decision

1.1.1 To approve the calendar of meetings for the forthcoming municipal year for Council and the Non-Executive meetings of the Authority.

1.2 Recommendation of the Head of Democratic Services

1.2.1 That the Calendar of Meetings for 2013/14, as attached at Appendix A, be approved.

1.2.2 That the Calendar of Meetings for 2013/14 – Option 2, as attached at Appendix B, be approved to take effect should the local elections be delayed until June 2014 to coincide with the European election.

1.3 Reasons for Recommendation

1.3.1 The Calendar of Meetings for 2013/14 is attached at Appendix A and sets out the proposed dates for the Council and various non-Executive meetings. These dates follow the normal pattern of meetings for each of the Committees.

1.3.2 The European election is due to be held in June 2014 but the actual date and whether the local elections will be delayed to coincide with the European elections (as has been done previously) has yet to be announced by the Secretary of State.

1.3.3 In anticipation of this, a second option for the Calendar of Meetings is attached at Appendix B and it is recommended that Council agree that these dates be agreed to take effect should the local elections be delayed to coincide with the European election in June 2014.

1.3.4 Extraordinary Council meetings will be called if necessary.

1.3.5 Included in the Calendar of Meetings are dates for Member Development Sessions, including training dates for Licensing, Planning, Audit and Scrutiny Members. However, as there are no Borough elections in May 2013, there are no scheduled induction training dates for new Members.

1.4 Alternative Action and why not Recommended

1.4.1 The dates of the above meetings are in accordance with the normal pattern for meetings.

1.5 Impact on Corporate Objectives

1.5.1 Setting the dates of future meetings at this time allows for advanced notice for the public and internal matters to be organised which helps towards our objective of Corporate and Customer excellence.

1.6 Risk Management

1.6.1 There are no risks associated with this report.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management

1.8 Relevant Documents

1.8.1 Appendices

Appendix A – Calendar of Meetings – Option 1

Appendix B – Calendar of Meetings – Option 2

1.8.2 Background Documents

None

IS THIS A KEY DECISION REPORT?

Yes

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No

X

If yes, when did it first appear in the Forward Plan?

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This is a Key Decision because:

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Wards/Parishes affected:

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