

**MAIDSTONE BOROUGH COUNCIL**

**COUNCIL**

**14 DECEMBER 2011**

**REPORT OF THE HEAD OF DEMOCRATIC SERVICES**

**Report prepared by Janet Barnes**

**1. CALENDAR OF MEETINGS 2012/13**

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 2012/13, as attached at Appendix A, be approved.

1.3 Reasons for Recommendation

1.3.1 The Calendar of Meetings for 2012/13 is attached as Appendix A and sets out 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 There have been some small changes in that the Chairman of Planning Committee has agreed that Adjourned Planning can be held on the following Mondays (instead of the normal Thursday) – 18 March 2013 and 29 April 2013.

1.3.3 There is only one scheduled date for Standards Committee at the beginning of the Municipal Year as the future of this Committee is still to be decided.

1.3.4 Extraordinary Council meetings will be called if necessary.

1.3.5 Included in the Calendar of Meetings are dates for Council Seminars and training dates for 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

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 2012/13

### 1.8.2 Background Documents

None

**IS THIS A KEY DECISION REPORT?**

Yes

☐

No

☒

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

.....

This is a Key Decision because: .....

.....

Wards/Parishes affected: .....

.....