

MAIDSTONE BOROUGH COUNCIL

COUNCIL

11 DECEMBER 2013

REPORT OF HEAD OF POLICY AND COMMUNICATIONS

Report prepared by Janet Barnes

1. CALENDAR OF MEETINGS

1.1 Issue for Decision

1.1.1 To consider changes to the Calendar of Meetings for 2013/14 and the new Calendar of Meetings for 2014/15.

1.2 Recommendation of Head of Policy and Communications

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

1.2.2 That the Calendar of Meetings 2014/15, as attached at Appendix B, be agreed.

1.3 Reasons for Recommendation

1.3.1 On 6 September 2013 the Secretary of State made the Local Elections (Ordinary Day of Elections in 2014) Order 2013 which resulted in the date of local elections in England in 2014 being the same as the date of the European Parliamentary elections which are to take place on 22 May 2014.

1.3.2 This is an earlier date than usual for the European Parliamentary elections (usually held in June) and therefore the Calendar of Meetings agreed by Council in December 2012 requires amendments.

1.3.3 The amended Calendar of Meetings for 2013/14 is attached at Appendix A. This shows the Annual Council meeting moved to 7 June 2014 and extra meetings as follows:-

- i) Cabinet – 14 May 2014
- ii) Planning – 1 May 2014
- iii) Adjourned Planning – 8 May 2014

- 1.3.1 The proposed Calendar of Meetings for 2014/15 is attached at Appendix B and sets out proposed dates for the Council, various non-Executive meetings and Member Development/Seminar sessions. 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) – 16 June 2014, 22 December 2014 and 23 March 2015.
- 1.3.3 It will be noted that the Annual Meeting of Council has been moved to Saturday 7 June, to be held in conjunction with a Civic Parade.
- 1.3.4 Extraordinary Council meetings will be called if necessary.

1.4 Alternative Action and why not Recommended

- 1.4.1 The dates of the 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 – Amended Calendar of Meetings 2013/14
 Appendix B – Calendar of Meetings 2014/15

1.8.2 Background Documents

None

<u>IS THIS A KEY DECISION REPORT?</u>	<u>THIS BOX MUST BE COMPLETED</u>
Yes <input style="margin-left: 20px;" type="checkbox"/>	No <input checked="" style="margin-left: 20px;" type="checkbox"/>
If yes, this is a Key Decision because:	
Wards/Parishes affected:	