

REPORT TO	DATE OF MEETING
Cabinet	11 January 2017

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SUBJECT	PORTFOLIO	AUTHOR	ITEM
Timetable of Meetings 2017/2018	Leader	James Wallwork	

SUMMARY AND LINK TO CORPORATE PRIORITIES

The report deals with the Timetable of Meetings for the ensuing municipal year.

The provision of an effective Timetable of Meetings underpins the delivery of all the council's corporate objectives.

RECOMMENDATIONS

That the Timetable of Meetings for 2017/18 as set out in the attached appendix be approved.

DETAILS AND REASONING

It is necessary to set the Timetable of Meetings for the next municipal year and it has been based substantially on last year's timetable. The dates for the Central Lancashire Strategic Planning Joint Advisory Committee still need to be confirmed.

There are two variances from previous years. The first relates to Scrutiny Committee Meetings which have been moved to Thursdays instead of Tuesdays. This has been suggested following discussions with the Chairman of Scrutiny and the Scrutiny & Performance Officer. This proposed change significantly helps with preparing the timetable as there are very few meetings on Thursdays compared to Tuesdays (Licensing, Penwortham Town Council, Longton Parish Council and some Neighbourhood Forums). Concerns have also been expressed from both members and officers to try, if possible, to avoid having Governance and Scrutiny Committees on consecutive nights. The flexibility this change provides will enable this request to be undertaken.

The second variance is following Standards Committee held on 8 December 2016, when the committee suggested that future meetings should commence at 6.00pm. Also the committee recommended it had at least four meetings a year (instead of the current three).

The Leaders of each Group, SMT and relevant team leaders have been consulted and where comments have been received these have been incorporated in the proposed timetable.

WIDER IMPLICATIONS

In the preparation of this report, consideration has been given to the impact of its proposals in all the areas listed below, and the table shows any implications in respect of each of these.

FINANCIAL	None
LEGAL	None
RISK	The main risk associated with the contents of this report is the continued uncertainty if a timetable is not agreed at this time
OTHER (see below)	None

<i>Asset Management</i>	<i>Corporate Plans and Policies</i>	<i>Crime and Disorder</i>	<i>Efficiency Savings/Value for Money</i>
<i>Equality, Diversity and Community Cohesion</i>	<i>Freedom of Information/ Data Protection</i>	<i>Health and Safety</i>	<i>Health Inequalities</i>
<i>Human Rights Act 1998</i>	<i>Implementing Electronic Government</i>	<i>Staffing, Training and Development</i>	<i>Sustainability</i>

BACKGROUND DOCUMENTS

None