

SLOUGH BOROUGH COUNCIL

REPORT TO: Council

DATE: 26th January 2016

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WARD(S): All

PART I **FOR DECISION**

CALENDAR OF MEETINGS 2016/ 2017

1. **Purpose of Report**

To seek approval to the calendar of meetings for 2016/17.

2. **Recommendations**

The Council is requested to resolve:-

- (a) That the calendar of meetings for the period May 2016 to December 2017 attached as Appendix A be approved.
- (b) That the Head of Democratic Services be authorised to make amendments to the calendar resulting from any constitutional changes that may be agreed, in accordance with the provisions of the Constitution.

3. **Community Strategy Priorities and Other Implications**

None arising from this report which is administrative in nature.

4. **Supporting Information**

- 4.1 A draft programme of meetings has been drawn up and is appended to this report. A programme of meetings is usually agreed for the forthcoming municipal year. However, to assist with diary management, an 18 month rolling calendar of meetings for the period May 2016 to December 2017 has been drawn up.
- 4.2 If alterations to the calendar are required as a result of any changes to the Constitution, it is proposed that the Head of Democratic Services be authorised to make changes following appropriate consultation in accordance with the Constitution.

- 4.3 All Council meetings, with the exception of February 2017 Budget Council meeting, are scheduled to take place on a Tuesday. It has been necessary to arrange the Budget Council meeting for Thursday 23rd February 2017, to ensure that the meeting takes place after Royal Berkshire Fire Authority has met and agreed its precept levels.
- 4.4 Following an independent review of internal planning processes, a proposal related to the current six weekly Planning Committee cycle. It was suggested that monthly planning meetings would improve the ability of the Council to make speedier planning decisions. The calendar of meetings has been amended to reflect scheduled monthly meetings of the Planning Committee.
- 4.5 The content, structure and processes for the Member Development Programme (MDP) have remained largely unchanged for a number of years and are in need of a refresh. The Council has recently advertised to recruit to the post of Head of Organisational Development and included within the remit of this post holder will be a review of the current MDP.

5. **Appendices**

Appendix A – Draft Calendar of Meetings 2016/17

Background Papers

None.