



Council	Tuesday, 25 April 2017	Matter for Information and Decision
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Title: **Draft Schedule of Council and Allied Meetings 2017/18**

Author: **Mark Hall (Chief Executive)**

1. Introduction

This report seeks Members' initial approval of the draft Schedule of Council and Allied Meetings for the municipal year 2017/18 as set out in the Appendices to this report.

2. Recommendations

- 2.1. That the draft Schedule of Council and Allied Meetings for 2017/18 be noted by Members for information only.
- 2.2. That the proposed dates, times and venues of meetings for the municipal year 2016/17 be provisionally entered onto the Council's meeting management application.

3. Information

- 3.1. The attached draft Schedule sets out the proposed dates, times and venues of meetings for the municipal year 2017/18. The draft Schedule also includes other meetings, events and useful dates (including bank holidays) allied to the Council.
- 3.2. The Appendices to this report provides the proposed dates, times and venues in both a calendar (**Appendix 1**) and table (**Appendix 2**) format. The table at Appendix 2 further groups and organises the proposed meetings/events by type and chronology.
- 3.3. Officers and Members have been fully consulted in the drafting of this Schedule.
- 3.4. Members should acknowledge the following, notable changes between the 2016/17 Schedule and the proposed 2017/18 draft Schedule, namely:-
 - (a) The proposed decommission of the Greening the Borough Working Group;
 - (b) The change to the start time for the Licensing and Regulatory Committee, from 7:00 pm to 6:30 pm; and
 - (c) The change to the start time for the Community Engagement Forum from 7:00 pm to 1:30 pm.
- 3.5. Additional meeting dates, times and venues of the Highway Forum for Oadby and Wigston, which is administered by Leicestershire County Council (LCC), shall be superimposed into the 2017/18 Schedule as and when they are confirmed by LCC.
- 3.6. If the draft Schedule is noted by Members, the final Schedule shall be put before Members for resolution at the Annual General Meeting (AGM) of the Council to be held on Tuesday, 16 May 2017. Accordingly, the draft Schedule is to be considered as provisional, and therefore subject to further albeit minor amendments, until such time.
- 3.7. All proposed meeting venues marked 'TBC' shall be confirmed at the Council's AGM.
- 3.8. As recommended at paragraph 2.2 above, Members are also asked to resolve that the

proposed dates, times and venues of meetings of the draft Schedule be provisionally entered onto the Council's meeting management application, Modern.Gov, so to preempt any administrative burden upon Democratic Services on or after 16 May 2017.

By doing so, the information entered will be accessible via the '*Meeting Dates, Agendas and Minutes*' page of the Council's internal and external website(s) (<https://goo.gl/elspSL>) and will be clearly marked as '*Provisional*' until confirmed.

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Implications	
Financial (CR)	No implications.
Legal (AC)	No implications.
Risk (SB)	No implications.
Equalities (SB)	No implications.
	Equality Assessment:- <input type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input checked="" type="checkbox"/> Not Applicable