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**Meeting:** Council  
**Date:** 25 November 2010  
**Subject:** Calendar of Meetings 2011-2012  
**Report of:** Portfolio Holder for Finance, Governance & People  
**Summary:** To seek approval of the Calendar of Meetings for the Municipal Year 2011-2012.

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**Advising Officer:** Richard Ellis, Director of Customer and Shared Services  
**Contact Officer:** Mel Peaston, Committee Services Manager  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

**Council Priorities:**

Having in place effective leadership and political management arrangements of the Authority is critical to the delivery of the Council's vision and all its strategic priorities.

**Financial:**

None

**Legal:**

None

**Risk Management:**

None

**Staffing (including Trades Unions):**

None

**Equalities/Human Rights:**

None

**Community Safety:**

None

**Sustainability:**

None

**RECOMMENDATION:**

**that Council approves the Calendar of Council and Committee meetings for the period May 2011 – June 2012 as set out in Appendix A to this report.**

**Background**

1. Preparing a Calendar of Meetings for the municipal year ahead enables effective planning of Council business and preparation of the Executive's Forward Plan. In addition the Constitution specifies that residents have the right to attend meetings of the Council, the Executive and its committees and they therefore need to be aware in advance of meeting dates.
2. Set out in Appendix A is a programme of meetings for the period 1 May 2011 – 30 June 2012 to aid the programming of meetings just beyond the Annual Council meeting in 2012.
3. The Calendar has been prepared on the following basis:-
  - Council meetings to commence at 6.30 p.m.;
  - Development Management Committee meetings to commence at 10.00 a.m. to consider strategic planning/minerals matters and 2.00 p.m. to consider planning applications (the Chairman being authorised to vary the start time according to business);
  - Executive meetings to commence at 9.30 a.m.; and
  - Overview and Scrutiny Committee meetings to commence at 10.00 a.m.
4. It should be noted that the Calendar only lists those meetings which can or need to be programmed (for constitutional, financial or other reasons). Meetings of other Council bodies such as Schools Forums, Licensing Sub-Committees, Appointments Panel etc will be arranged as and when required.

**Appendix:** Appendix A – Calendar of Meetings – 2011-12

**Background Papers:** None

**Location of papers:** N/A