

<b>SHADOW COUNCIL</b>
<b>26 FEBRUARY 2009</b>

<b>SUBJECT</b>	<b>CALENDAR OF MEETINGS APRIL 2009 – MAY 2010</b>
<b>REPORT OF</b>	<b>Monitoring Officer</b>
<i>Contact Officer: Kathrin John (Tel: 01462 611033)</i>	

**IMPLICATIONS**

<b>SUSTAINABILITY</b>	None
<b>FINANCIAL</b>	None
<b>LEGAL</b>	None
<b>PERSONNEL/EQUAL OPPORTUNITIES</b>	There is a potential for equality issues to arise in connection with timing of meetings
<b>COMMUNITY DEV/SAFETY</b>	None
<b>TRADE UNIONS</b>	None
<b>HUMAN RIGHTS</b>	None

<b>OTHER DOCUMENTS RELEVANT TO REPORT</b>
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None
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<b>RECOMMENDATION(S):</b>
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<p><b>That Shadow Council approves the calendar of council and committee meetings for the period April 2009 – May 2010 as set out in the Appendix to this report.</b></p>
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**Background**

1. Preparing a calendar of meetings for the Municipal Year enables effective planning of Council business and preparation of the Forward Plan. In addition the Constitution specifies that citizens have the right to attend meetings of the Council, the Executive and its committees and citizens therefore need to be aware in advance of meeting dates.
2. Set out in the Appendix is a programme of meetings for the period 1 April 2009 – 31 May 2010 – a period of 14 months to aid programming of meetings just beyond the Annual Council meeting in 2010.
3. The calendar has been prepared on the following basis:-
  - Interim governance structure to operate between 1 April – June elections
  - Council meetings to commence at 6.30pm

- Development Management Committee to commence at 10am to consider strategic planning / minerals matters and 2.00pm to consider planning applications (the chairman being authorised to vary the start time according to business).
  - In the main all other meetings to commence at 9.30am (the Luton & South Beds Joint Committee (L&SBJC) has yet to confirm its start time)
  - The venue of Council, Executive and Development Management Committee meetings to alternate between Chicksands and Dunstable
  - The venue of L&SBJC meetings to alternate between Dunstable and Luton
  - Frequency of Development Management Committees to be twice monthly – once a month at each venue
  - Overview and Scrutiny Committees to meet on a monthly basis, i.e. at the same frequency as Executive meetings (although every other meeting to be allocated as a reserve meeting which can be cancelled, with the consent of the chairman in the event of there being no business). These Committees will be held initially at Chicksands and then at venues to be determined by each Committee
  - All other meetings to be held at Chicksands unless otherwise agreed by the committee or body concerned
  - A provisional date on 16 July 2009 for a Special Council meeting to confirm the appointment of Chief Executive
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.
5. This is the first calendar for the new Council and will result in significant changes for many members, particularly in relation to start times. Frequency of meetings may require adjustment in some cases in the light of experience as the year progresses. Additionally the election of the new Council in June will reduce the number of members to 66. These factors could result in the need to review the calendar at some point in the municipal year.

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**Background Papers:** None

**Location of Papers:** N/A

**File Reference:** N/A

