

**REPORT TO THE ANNUAL COUNCIL MEETING
OF 21 MAY 2018**

Status: Decision
Title: Draft Rota of Meetings, May 2018 – May 2019
Originator: George Keeping, Senior Democratic Services Officer
Where from: N/A
Where to next: Implementation

1 Purpose of Report

- 1.1 To consider the Draft Rota of Meetings for the Council year May 2018 – May 2019 as attached at Appendix A.

2 Recommendations:

- 2.1 **That the Draft Rota of Meetings, May 2018 – May 2019 be adopted and implemented.**

3 Summary of Reasons for the Recommendations

- 3.1 Procedure Rule 1.1 Part 1(i) of Part 4 of the Council’s Constitution states that the meeting of Annual Council will “... approve a programme of ordinary meetings of the Council for the year ...”.
- 3.2 Adopting a Rota of Meetings for the forthcoming Council year will facilitate Council business, enabling Members and Officers to plan work efficiently.

4 Impact on Communities

- 4.1 The accessibility and publication of an advanced notice of the Rota of Meetings for the respective functions of the Council aids the development of open, transparent government, as well as giving increased opportunity for public involvement and participation in the democratic process.

5 Key Facts

- 5.1 The recess break in August has been observed. Scrutiny Task Group dates have been reserved to assist with timetabling; further details will be issued if they are required.

5.2 Two dates have been reserved in February 2019 for full Council meetings, for the purposes of setting the Council Tax. This date will be finalised once it is known when Leicestershire County Council will be agreeing its budget.

6 Legal Issues

6.1 Procedure Rule 1.1 Part 1(i) of Part 4 of the Council's Constitution states that the meeting of Annual Council will "... approve a programme of ordinary meetings of the Council for the year ...".

7 Resource Issues

7.1 The Rota of Meetings is designed to facilitate and encourage efficient government working. It will reflect the working needs of the Council, and facilitate efficient and appropriate use of resources.

7.2 Further resource implications will be directly addressed in accordance with each respective meeting.

8 Equality Implications

8.1 None in the context of this report.

9 Impact on the Organisation

9.1 The accessibility and publication of an advanced notice of the Rota of Meetings for the respective functions of the Council aids the development of open, transparent government, as well as giving increased opportunity for public involvement and participation in the democratic process.

10 Community Safety Implications

10.1 None in the context of this report.

11 Consultation

11.1 Key officers, have been consulted on the Draft Rota to ensure it meets legislative requirements.

12 Options Considered

12.1 Not applicable.

13 Background Papers

Not applicable

Previous report(s):

Information Issued Under Sensitive Issue Procedure: Not applicable

Ward Members Notified: Not applicable

Appendix A: Draft Rota of Meetings for the Council year May 2018 – May 2019.