

Council



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Calendar of Meetings 2016/2017	
Report No:	COU/SE/16/005	
Report to and date:	Council	23 February 2016
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Lead officer:	Karen Points Head of HR, Legal and Democratic Services Tel: 01284 757015 Email: karen.points@westsuffolk.gov.uk	
Purpose of report:	To approve the forthcoming Calendar of Meetings for 2016/2017.	
Recommendation:	It is <u>RECOMMENDED</u> that the Calendar of Meetings for 2016/2017, attached as Appendix A to Report No: COU/SE/16/005, be approved.	
Key Decision: <i>(Check the appropriate box and delete all those that do not apply.)</i>	<i>Is this a Key Decision and, if so, under which definition?</i> No, it is not a Key Decision - <input checked="" type="checkbox"/>	
Consultation:	The Leadership Team and both the West Suffolk councils' Cabinets were informally consulted on the content of the draft calendars.	
Alternative options:	Not applicable	
Implications:		
<i>Are there any financial implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<i>Are there any staffing implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<i>Are there any ICT implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

<i>Are there any legal and/or policy implications? If yes, please give details</i>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> The Council has a statutory responsibility for the provision of a range of services and has to ensure that the procedures which are followed to make relevant decisions are efficient, transparent, and accountable to local people. The publication of a calendar of meetings supports this decision making process.	
<i>Are there any equality implications? If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Risk/opportunity assessment:		(potential hazards or opportunities affecting corporate, service or project objectives)	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
Not publishing a calendar of meetings could mean that local people were not aware of when the Council was due to conduct business and could restrict their opportunity for their rightful participation	Medium	Publication of the calendar of meetings on the Council's website	Low
Wards affected:		Not applicable	
Documents attached:		Appendix A – Calendar of Meetings for 2016/2017	

1. Key issues and reasons for recommendation

- 1.1 The Council is invited to approve the Calendar of Meetings for 2016/2017 as at Appendix A.
- 1.2 Other meetings not listed in the Council's Constitution will also be scheduled for the 2016/2017 year and Members will be advised of these accordingly.
- 1.3 Those meetings which are arranged on an 'as required' basis such as the Democratic Renewal Working Party, will continue to be scheduled and publicised as normal and Members will receive notification of these as per the current process.