

BROMSGROVE DISTRICT COUNCIL

CABINET

9TH JANUARY 2008

COMMITTEE PROGRAMME 2008/09

Responsible Portfolio Holder	Leader of the Council
Responsible Head of Service	Head of Legal, Equalities and Democratic Services

1. SUMMARY

- 1.1 This report presents the proposed programme of Council and Committee meetings for 2008/09.

2. RECOMMENDATION

- 2.1 That the Committee Programme for 2008/09, as set out at Appendix 1, be recommended for approval by the full Council.

3. BACKGROUND

- 3.1 The proposed Committee Programme for 2008/09 is on similar lines to the current year in that the Cabinet is scheduled to meet on a monthly basis and the ordinary meetings of the Council are every two months (i.e. a Council meeting for every two Cabinet meetings). The Scrutiny Steering Board continues to be scheduled to meet the evening before Cabinet.
- 3.2 Although the Cabinet usually meets on the first Wednesday in the month, this is not possible in May 2008 due to the Annual Meeting of the Council. It is therefore proposed that the Cabinet meeting takes place on Wednesday 30th April 2008 with the Scrutiny Steering Board meeting on 29th April 2008. Similar arrangements are proposed for the Cabinet and Scrutiny Steering Board in late April 2009.
- 3.3 It is further proposed that no meetings of the Cabinet and Scrutiny Steering Board take place in August 2008 but instead they meet at the very end of July (which will still allow for a 4 week gap between the meetings scheduled for the start of July).
- 3.4 The meetings of the Performance Management Board and Audit Board have been scheduled to feed in to Cabinet meetings

- 3.5 A special meeting of the Cabinet and an extraordinary meeting of the Council have been included at the end of June 2008 to approve the Council's accounts. It is a statutory requirement that the accounts be approved by the end of June 2008.
- 3.6 A special meeting of the Cabinet and an extraordinary meeting of the Council have been included in late February 2009 for consideration of the budget.
- 3.7 As with the current year, meetings of the Licensing Committee have not been included in the programme. It is proposed that such meetings will be arranged as and when required during 2008/09.
- 3.8 The Standards Committee has been scheduled to meet six times which reflects the programmed meetings for the current year. Any further meetings will be arranged if and when required.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications.

5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications.

6. COUNCIL OBJECTIVES

- 6.1 The forward planning of the Council's decision-making processes links to the Council's Improvement and Sense of Community objectives.

7. RISK MANAGEMENT

- 7.1 There are no direct risks arising from this report.

8. CUSTOMER IMPLICATIONS

- 8.1 Once approved the Committee Timetable will be publicised within the Council and on the Council's website to provide advance notice of future meetings.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

- 8.1 Efforts have been made to avoid meetings clashing with key religious festivals.

9. OTHER IMPLICATIONS

Procurement Issues – None
Personnel Implications – None
Governance/Performance Management –None
Community Safety including Section 17 of Crime and Disorder Act 1998 – None
Policy – None
Environmental – None

10. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	Yes
Chief Executive	No
Executive Director - Partnerships and Projects	No
Assistant Chief Executive	No
Head of Service	Yes
Head of Financial Services	No
Head of Legal, Equalities & Democratic Services	Yes
Head of Organisational Development & HR	No
Corporate Procurement Team	No

11. APPENDICES

Appendix 1 Committee Programme 2008/09

12. BACKGROUND PAPERS

None

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