

PART A

Report to: Annual Council

Date of Meeting: 24 May 2016

Report of: Democratic Services Manager

Title: Programme of Meetings – 2016/17

1 **Summary**

Council Procedure Rule 1.1 (ix) requires the programme of ordinary meetings of the Council for the year to be approved at the Annual Meeting.

2 **Recommendations**

That the timetable of meetings for 2016/17 (**printed separately**) be adopted.

Contact Officer:

For further information on this report please contact
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Report approved by the Head of Democracy and Governance

3. **Detailed proposal**

3.1 A draft timetable of meetings for the 2016/17 Municipal Year was circulated to All Members and officers for comment.

3.2 Full Council meetings have been scheduled for the following dates:

Tuesday 5 July
Tuesday 15 November
Tuesday 24 January (Budget Council)
Tuesday 21 March

3.3 Meetings of Licensing Sub Committees will be set up as and when required. They will comprise three members from the main Licensing Committee and meet during the day or evening as appropriate.

3.4 Meetings of the Chief Officer Pay Panel, Constitution Working Party, Standards

Committee, Appointments Committee and Scrutiny Task Groups will also meet as and when required.

3.5 Dates of all committee meetings can be accessed through the Council's website. Reminders are also published in the monthly Members' Bulletin.

4.0 **Implications**

4.1 Financial

The Director of Finance comments that budget provision has been made to finance all costs associated with the democratic process.

4.2 Legal Issues (Monitoring Officer)

The Head of Democracy & Governance comments that there are no legal implications in this report.

Background papers:

Draft timetable of meetings 2016/17

Emails to officers and Members attaching draft timetable for comment.

File reference:

None

Appendices:

Timetable of Meetings 2016/17 (*printed separately*)