

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
SUBJECT:	ANNUAL MEETING PROGRAMME 2012 – 2013
DATE OF DECISION:	12 JULY 2012
REPORT OF:	DEMOCRATIC SERVICES MANAGER
STATEMENT OF CONFIDENTIALITY	
None.	

BRIEF SUMMARY

Following the publication of the new Administrations Executive meeting dates, the Chair of Overview and Scrutiny Management Committee requested that consideration be given to revising the Committee programme of meeting dates to reflect the established practice of meeting on the Thursday before the Executive decision making meetings.

In accordance with Member User Group (December 2005): *That where time permits any changes to the published calendar requested in the day or time of meetings should firstly be submitted to the appropriate committee for approval.* The existing date programme was confirmed by Council on 16th May, 2012. Therefore, this report is brought to Committee for consideration.

RECOMMENDATIONS:

- (i) To consider and approve the revised programme of meeting dates set out in the report.

REASONS FOR REPORT RECOMMENDATIONS

1. To ensure that the Committee has an opportunity to review any forthcoming executives decisions.

DETAIL (Including consultation carried out)

2. The Committee's current programme of meetings is detailed on the internet and conforms to the established principle that Scrutiny meetings are held on Thursday evenings.
3. These dates were set up to reflect the original programme of executive decision dates however with the change of these dates they no longer reflect the established principle of meeting on the Thursday prior to decision making.

4. The following table details the current and proposed dates:

OVERVIEW AND SCRUTINY PROGRAMME 2012 – 2013	
EXISTING DATE	PROPOSED DATE
2 nd August 2012	16 th August 2012
30 th August 2012	13 th September 2012
27 th September 2012	11 th October 2012
25 th October 2012	8 th November 2012
22 nd November 2012	13 th December 2012
16 th January 2013	24 th January 2013
10 th January 2013	14 th February 2013
7 th March 2013	14 th March 2013
11 April 2013	11 th April 2013

5. It is proposed that the meetings will start at 6:00pm and that there will be a pre-meeting for Committee Members only starting at 5:30 pm.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

6. Not to adjust the programme of meetings.

RESOURCE IMPLICATIONS

Capital/Revenue

7. None.

Property/Other

8. None.

LEGAL IMPLICATIONS

Statutory Power to undertake the proposals in the report:

9. None.

Other Legal Implications:

10. None.

POLICY FRAMEWORK IMPLICATIONS

11. None.

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SUPPORTING DOCUMENTATION

Non-confidential appendices are in the Members' Rooms and can be accessed on-line

Appendices

1.	None.
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Documents In Members' Rooms

1.	None.
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Integrated Impact Assessment

Do the implications/subject/recommendations in the report require an Integrated Impact Assessment to be carried out.	Yes/No
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Other Background Documents

Title of Background Paper(s) Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	None.	
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Integrated Impact Assessment and Other Background documents available for inspection at:

WARDS/COMMUNITIES AFFECTED:	None
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