

DECISION-MAKER:	HEALTH OVERVIEW AND SCRUTINY PANEL
SUBJECT:	ANNUAL MEETING PROGRAMME 2012 – 2013
DATE OF DECISION:	15 AUGUST 2012
REPORT OF:	DEMOCRATIC SERVICES MANAGER
STATEMENT OF CONFIDENTIALITY	
None.	

BRIEF SUMMARY

Following the publication of the new Administration’s Executive meeting dates, the Chair of Overview and Scrutiny Management Committee requested that its programme of meeting dates be revised to reflect the established practice of meeting on the Thursday before the Executive decision making meetings. This decision has subsequently affected some Health Overview and Scrutiny Panel meeting dates which now coincide with Overview and Scrutiny Management Committee 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 Health Overview and Scrutiny Panel meeting dates do not fall simultaneously with Overview and Scrutiny Management meetings.

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 Overview and Scrutiny Management Committee cycle of meetings and they are no longer compatible.
4. The following table details the current and proposed dates for the remainder of the municipal year:

HEALTH OVERVIEW AND SCRUTINY PANEL PROGRAMME 2012 – 2013	
EXISTING DATE	PROPOSED DATE
16 th August 2012	15th August 2012 **
11 th October 2012	4th October 2012
29 th November 2012	29 th November 2012
24 th January 2013	31st January 2013
21 st March 2013	21 st March 2013

**** The August meeting has already been changed due to time constraints.**

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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