

**Report to** Norwich highways agency committee  
21 March 2013  
**Report of** Head of law and governance  
**Subject** Committee schedule of meetings for 2013-14

**Item**

**8**

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**Purpose**

To agree the meeting schedule for the 2013-2014 civic year.

**Recommendation**

That the committee agrees the following schedule of meetings for the civic year 2013-2014, all meetings to be at 10am and held at City Hall:-

23 May 2013  
18 July 2013  
19 September 2013  
**28** November 2013  
16 January 2014  
20 March 2014  
22 May 2014

**Corporate and service priorities**

The report helps to meet the corporate priority value for money services .

**Financial implications**

There are no direct financial implications arising from this report.

Ward/s: All

Cabinet member: Councillor Bremner – Environment and development

**Contact officers**

Jackie Rodger, senior committee officer

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**Background documents**

None

# **Report**

## **Introduction**

1. The committee usually meets at 10am on either the fourth or third Thursday of the months of May, June, July, September, November, January, March and May of each year. This has the advantage of distributing committee meetings evenly throughout the year.
2. Annual reports are usually considered at the meeting in July.

## **Schedule for 2013-14**

3. Members will be aware that the meeting on 23 May 2013 was agreed as part of the 2012-2013 schedule.
4. It is proposed to hold the November meeting on 28 November 2013. This will be a week later than originally proposed because of preparations for the Christmas lights in all of the committee rooms at City Hall on 21 November 2013.
5. The suggested schedule of meetings for 2013-2014 should not clash with other scheduled meetings of Norwich City Council. Colleagues at Norfolk County Council have been consulted on the proposed dates of meetings.