

Report to Norwich highways agency committee

Item

17 March 2016

Report of Executive head of business relationship management and democracy

Subject Committee schedule of meetings 2016-17

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Purpose

To agree the meeting schedule for the 2016 to 2017 civic year.

Recommendation

That the committee agrees, subject to approval at the city council's annual council, the schedule of meetings for the civic year 2016-2017, all meetings to be at 10:00 and held at City Hall:-

16 June 2016

21 July 2016

15 September 2016

24 November 2016

19 January 2017

16 March 2017

Corporate and service priorities

The report helps to meet the corporate priority to provide value for money services and in accordance with the Norwich Highways Agency agreement.

Financial implications

There are no direct financial considerations arising from this report.

Ward/s: All wards

Cabinet member: Councillor Stonard - Resources and income generation

Contact officers

Jackie Rodger, senior committee officer

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Background documents

None

Report

1. The committee usually meets six times a year at 10:00 on either the fourth or third Thursday of the months of May or June, July, September, November, January and March of each year. This has the advantage of distributing committee meetings evenly throughout the year.
2. The dates proposed follow this pattern and take into account other meetings of the city and county councils, room availability and where possible try to avoid school holidays.
3. The city council agrees its schedule of meetings for the civic year at its annual council which will be held on 26 May 2016. The city council elects the vice chair at annual council. The county council elects the chair at its annual council. Holding the first meeting of the civic year in June allows for this process to be completed.
4. Annual reports are usually considered at the meeting in July.

Schedule for 2016-17

5. The proposed schedule of meetings for 2016-17 is to hold meetings at 10:00 on Thursdays at City Hall on:

16 June 2016*
21 July 2016
15 September 2016
24 November 2016
19 January 2017
16 March 2017
6. Colleagues at Norfolk County Council have been consulted on the proposed dates of meetings. The meeting on 21 July 2016 coincides with the meeting of the Norwich Health Overview and Scrutiny committee. However it is not proposed to move the meeting back a week because it would fall a week into the school summer holidays.