

<b>Dates for Committee Meetings</b>	<b>20 August 2019</b>
<b>Corporate Policy and Resources Committee For Decision</b>	

<b>Linkage to Council Strategy (2015-19)</b>	
<b>Strategic Theme</b>	Leader and Champion
<b>Outcome</b>	Provide civic leadership to our citizens
<b>Lead Officer</b>	Chief Executive
<b>Cost: (If applicable)</b>	Staff time to reschedule £200. Cost of additional Planning Committee. Saving on the Audit Committee costs.

## 1.0 Background

The present monthly cycle of Committee meeting was agreed at the Annual Meeting of the Council in June 2015. Following feedback from Elected Members about the burden of lengthy Planning Committee meetings on the day immediately after the monthly Council Meeting, it was proposed that other options be considered.

## 2.0 Options for an alternative monthly timetable

Different options for monthly committee meetings are tabled below:

<b>Option</b>	<b>Action</b>	<b>Monthly Committee Pattern</b>	<b>Remarks</b>
A	Do nothing	1 <sup>st</sup> Tuesday ES 2 <sup>nd</sup> Tuesday L&D 3 <sup>rd</sup> Tuesday CPR 4 <sup>th</sup> Tuesday Full Council 4 <sup>th</sup> Wednesday Planning	No change  Note: Audit Committee 3 <sup>rd</sup> Wednesday every 3 <sup>rd</sup> month
B	Move Planning	1 <sup>st</sup> Tuesday ES 2 <sup>nd</sup> Tuesday L&D 3 <sup>rd</sup> Tuesday CPR 4 <sup>th</sup> Tuesday Full Council 4 <sup>th</sup> Thursday Planning	Creates a one day gap after Full Council
C	Move the Council meeting to the 1 <sup>st</sup> Tuesday of the following month	1 <sup>st</sup> Tuesday Full Council 2 <sup>nd</sup> Tuesday ES 3 <sup>rd</sup> Tuesday L&D 4 <sup>th</sup> Tuesday CP&R 4 <sup>th</sup> Wednesday Planning	Some CPR Members may still be impacted.

D	Move Planning and schedule a 2 <sup>nd</sup> Planning meeting	1 <sup>st</sup> Tuesday Full Council 2 <sup>nd</sup> Tuesday ES 3 <sup>rd</sup> Tuesday L&D 4 <sup>th</sup> Tuesday CP&R 4 <sup>th</sup> Thursday 1 <sup>st</sup> Planning On the next Monday 2 <sup>nd</sup> Planning	Schedule a second Planning committee.
E	Move Planning and schedule a 2 <sup>nd</sup> Planning meeting. Swap ES and CPR. Replace CPR with Audit Committee every 3 <sup>rd</sup> month	1 <sup>st</sup> Tuesday CPR 2 <sup>nd</sup> Tuesday L&D 3 <sup>rd</sup> Tuesday ES 4 <sup>th</sup> Tuesday Full Council 4 <sup>th</sup> Thursday Planning On the next Monday 2 <sup>nd</sup> Planning	Audit Committee to replace CPR every 3 <sup>rd</sup> month on the Tuesday

### 3.0 Recommendation

Members are asked to review the options and consider their preference. From a staffing perspective, Option E appears to be a sound working compromise. Suggested implementation would be October 2019.