

# Causeway Coast and Glens Borough Council

To: Council

Date: 28<sup>th</sup> July 2015

For Decision

Governance Report

<b>Linkage to Corporate Plan</b>	
<b>Strategic Priority</b>	Transition and Transformation
<b>Objective</b>	Successful implementation of the convergence plan
<b>Lead Officer</b>	David Jackson
<b>Cost: (If applicable)</b>	Included in Elected Members' Allowances

## 1.0 Timetable for Committee and Council papers

### 1.1 Background

In line with the Local Government Act (Northern Ireland) 2014 (the Act), Council decided upon a Traditional Committee System. The date and frequency of Committee meetings was directed by Elected Members as follows:

- Environmental Service Committee - 1<sup>st</sup> Tuesday at 7pm;
- Leisure and Development Committee; - 2<sup>nd</sup> Tuesday at 7pm;
- Corporate Policy and Resources Committee - 3<sup>rd</sup> Tuesday at 7pm;
- Planning Committee (with full Council powers) - 4<sup>th</sup> Wednesday at 2pm;
- Audit Committee - Quarterly on 3<sup>rd</sup> Tuesday at 7pm;
- Council Meeting - 4<sup>th</sup> Tuesday at 7pm.

The agreed programme for the remainder of this year is shown at **Appendix 1**. A number of Members have raised an issue about the delay in bringing the Corporate Policy and Resources Committee minutes to full Council. In order to comply with Standing Order 14(1) and achieve the 3 day notice and summons, this normally results in a 5 week period before the minutes are sent to Councillors.

### 1.2 Options

A number of options are available to Councillors to resolve this issue:

1. The Council meetings could be rescheduled until the 4<sup>th</sup> Wednesday of every month in order to create an extra day between the Corporate Policy and Resources Committee and the consideration of its associated minutes by the Council;
2. The Corporate Policy and Resources Committee could move to the third Monday of every month creating the same effect as Option 1;
3. Council could agree to the emailing of the Corporate Policy and Resources Committee minutes by not later than the Thursday of the 3<sup>rd</sup> week, with hard copies to be posted that day. All other Council reports would be sent out as normal on the Wednesday of the week preceding the Council meeting.

### **1.3 Recommendation**

It is recommended that Council amends Standing Order 14 (1) to allow the emailing of the Corporate Policy and Resources Committee minutes by not later than the Thursday of the 3<sup>rd</sup> week, with hard copies to be posted that day.

## Appendix 1

### Schedule of Meetings

Meeting	Date and Time
<b>July 2015</b>	
Planning Committee	Wednesday 22 <sup>nd</sup> July 2015 2.00pm
Council	Tuesday 28 <sup>th</sup> July 2015 7.00pm
<b>August 2015</b>	
Environmental Services Committee	Tuesday 4 <sup>th</sup> August 2015 7.00pm
Leisure & Development Committee	Tuesday 11 <sup>th</sup> August 2015 7.00pm
Corporate Policy & Resources Committee	Tuesday 18 <sup>th</sup> August 2015 7.00pm
Council	Tuesday 25 <sup>th</sup> August 2015 7.00pm
Planning Committee	Wednesday 26 <sup>th</sup> August 2015 2.00pm
<b>September 2015</b>	
Environmental Services Committee	Tuesday 1 <sup>st</sup> September 2015 7.00pm
Leisure & Development Committee	Tuesday 8 <sup>th</sup> September 2015 7.00pm
Corporate Policy & Resources Committee	Tuesday 15 <sup>th</sup> September 2015 7.00pm
Council	Tuesday 22 <sup>nd</sup> September 2015 7.00pm
Planning Committee	Wednesday 23 <sup>rd</sup> September 2015 2.00pm
<b>October 2015</b>	
Environmental Services Committee	Tuesday 6 <sup>th</sup> October 2015 7.00pm
Leisure & Development Committee	Tuesday 13 <sup>th</sup> October 2015 7.00pm
Audit Committee	Tuesday 20 <sup>th</sup> October 2015 7.00pm
Council	Tuesday 27 <sup>th</sup> October 2015 7.00pm
Planning Committee	Wednesday 28 <sup>th</sup> October 2015 2.00pm
<b>November 2015</b>	
Environmental Services Committee	Tuesday 3 <sup>rd</sup> November 2015 7.00pm
Leisure & Development Committee	Tuesday 10 <sup>th</sup> November 2015 7.00pm
Corporate Policy & Resources Committee	Tuesday 17 <sup>th</sup> November 2015 7.00pm
Council	Tuesday 24 <sup>th</sup> November 2015 7.00pm
Planning Committee	Wednesday 25 <sup>th</sup> November 2015 2.00pm
<b>December 2015</b>	
Environmental Services Committee	Tuesday 1 <sup>st</sup> December 2015 7.00pm
Audit Committee	Tuesday 8 <sup>th</sup> December 2015 7.00pm
Council	Tuesday 15 <sup>th</sup> December 2015 7pm
Planning Committee	Wednesday 16 <sup>th</sup> December 2015 2.00pm
<b>January 2016</b>	
Leisure & Development Committee	Tuesday 12 <sup>th</sup> January 2016 7.00pm
Corporate Policy & Resources Committee	Tuesday 19 <sup>th</sup> January 2016 7.00pm
Council	Tuesday 26 <sup>th</sup> January 2016 7.00pm
Planning Committee	Wednesday 27 <sup>th</sup> January 2016 2.00pm
<b>February 2016</b>	
Environmental Services Committee	Tuesday 2 <sup>nd</sup> February 2016 7.00pm
Leisure & Development Services Committee	Tuesday 9 <sup>th</sup> February 2016 7.00pm
Corporate Policy & Resources Committee	Tuesday 16 <sup>th</sup> February 2016 7.00pm
Council	Tuesday 23 <sup>rd</sup> February 2016 7.00pm

<b>Meeting</b>	<b>Date and Time</b>
Planning Committee	Wednesday 24 <sup>th</sup> February 2016 2.00pm
<b>March 2016</b>	
Environmental Services Committee	Tuesday 1 <sup>st</sup> March 2016 7.00pm
Leisure & Development Committee	Tuesday 8 <sup>th</sup> March 2016 7.00pm
Audit Committee	Tuesday 15 <sup>th</sup> March 2016 7.00pm
Council	Tuesday 22 <sup>nd</sup> March 2016 7.00pm
Planning Committee	Wednesday 23 <sup>rd</sup> March 2016 2.00pm
<b>April 2016</b>	
Environmental Services Committee	Tuesday 5 <sup>th</sup> April 2016 2.00pm
Leisure & Development Committee	Tuesday 12 <sup>th</sup> April 2016 7.00pm
Corporate Policy & Resources Committee	Tuesday 19 <sup>th</sup> April 2016 7.00pm
Council	Tuesday 26 <sup>th</sup> April 2016 7.00pm
Planning Committee	Tuesday 27 <sup>th</sup> April 2016 7.00pm
<b>May 2016</b>	
Environmental Services Committee	Tuesday 3 <sup>rd</sup> May 2016 7.00pm
Leisure & Development Committee	Tuesday 10 <sup>th</sup> May 2016 7.00pm
Corporate Policy & Resources Committee	Tuesday 17 <sup>th</sup> May 2016 7.00pm
Council	Tuesday 24 <sup>th</sup> May 2016 7.00pm
Planning Committee	Wednesday 25 <sup>th</sup> May 2016 2.00pm