

**Appendices**

2

**NORTHAMPTON  
BOROUGH COUNCIL****Item No.****Wards: N/A**

<b>Name of Meeting:</b>	<b>COUNCIL</b>
<b>Meeting Date:</b>	26 March 2007
<b>Directorate:</b>	Chief Executive's
<b>Corporate Manager:</b>	FRANCIS FERNANDES
<b>Agenda Status:</b>	Public part of Agenda

**Report Title**

MEETINGS CYCLE 2007/08

**1. Recommendations**

That the attached Meetings Cycle for 2007/08 be approved.

**2. Summary**

Cabinet at their meeting on 5 March 2007 considered the attached Meetings Cycle for 2007/08 for adoption by Council.

**3. Report Background**

3.1 The attached Meetings Cycle (Appendix A) has been drawn up following the usual conventions. The main points to bear in mind being:

3.1.1 June and July 2007 have been reworked from the current timetable to allow for:

- (a) a full cycle of new Neighbourhood Partnerships meetings, and
- (b) a special meeting of Cabinet on 11 June to allow for comments on the draft Best Value Performance Plan before its adoption on 25 June.

3.1.2 A monthly cycle of meetings for Cabinet. This is in recognition of the amount of business coming forward and the need over recent months to arrange a number of extra meetings.

3.1.3 The numbering of the Neighbourhood Partnerships follows that agreed under the Neighbourhood Management Scheme. The five Managed Areas having been co-ordinated by the County Council and the Police are not included in this cycle but the dates of meetings, once known, could be added to the Year Book. Appendix B sets out a key.

3.1.4 The cycle of budget meetings for Cabinet and Council follows established practice.

3.1.5 A cycle of meetings for the Employment Committee has not been included as it is to be reviewed at Annual Council.

3.1.6 A cycle of meetings for the Consultative Group has been included and allows for the deadlines set for the publication of the Cabinet Agenda. This will allow for the timely production of reports for Cabinet.

3.2 The report has been consulted upon as set out in Section 7 below and any comments made taken account of.

#### **4. Options and Evaluation of Options**

4.1 Cabinet could defer a decision to after the elections and either have no programmed meetings after Annual Council or agree the amended cycle for June, July and August. In either case this would be a unique situation. To date an incoming Administration has accepted the meetings cycle it has inherited and made any changes at the following Annual Council.

4.2 A decision to defer would also delay production of the Year Book and would cause uncertainty to the Council's partners in terms of the Local Strategic Partnership, Community Safety Partnership and Town Centre Partnership.

It would also make the booking of external venues (for example, for the Neighbourhood Partnerships) more difficult as many have established bookings by local groups.

4.3 Accordingly, a decision to defer is not recommended.

## 5. Resource Implications (including Financial Implications)

There will be a marginal increase in printing and accommodation costs caused by the increase in frequency of Cabinet meetings from eight weekly to monthly.

## 6. Risk and Opportunity Issues

See 4 above.

## 7. Consultees (Internal and External)

<b>Internal</b>	The Mayor Development Control Team Leader Council Tax Team Leader Community Development Manager Corporate Manager, Governance & Communications	Chief Executive & Directors Group Leaders Group Whips
<b>External</b>	Northamptonshire County Council	

## 8. Compliance Issues

### A: How Proposals Deliver Priority Outcomes

#### Recovery Plan

Not directly by this report of itself.

#### Corporate Plan

Nor directly by this report of itself.

### B: Other Implications

#### Other Strategies

The Meetings Cycle is indirectly related to the Council's governance arrangements.

#### Finance Comments

Legal Comments

**9. Background Papers**

Title	Description	Source

Cabinet Member:

Signature: \_\_\_\_\_

Name	Signature	Date	Ext.
<b>Author</b>	F McGown Meeting Services Team Leader		7101
<b>Corporate Manager</b>			
<b>Director</b>			

## APPENDIX B

### NEIGHBOURHOOD MANAGEMENT

#### KEY TO NUMBERING

##### A MANAGED AREAS

- |    |  |   |                                   |
|----|--|---|-----------------------------------|
| 1. | CASTLE   | } | NOT INCLUDED IN<br>MEETINGS CYCLE |
| 2. | SPENCER  |   |                                   |
| 3. | HEADLANDS/EASTFIELDS                               |   |                                   |
| 4. | NORTHAMPTON EAST<br>(THORPLANDS AND LUMBERTUBS)    |   |                                   |
| 5. | SOUTH WEST<br>(DELAPRE)                            |   |                                   |
| 6. | : NP 6 : KINGSTHORPE, BOUGHTON GREEN AND ST DAVIDS |   |                                   |

##### B CO-ORDINATED AREAS (NEIGHBOURHOOD PARTNERSHIPS)

- 7. : NP7 : ECTON BROOK AND BILLING
- 8. : NP8 : ABINGTON AND WESTON
- 9. : NP9 : ST CRISPIN
- 10. : NP10 : NENE VALLEY AND EAST HUNSBURY
- 11. : NP11 : ST JAMES AND WEST HUNSBURY
- 12. : NP12 : DUSTON
- 13. : NP13 : KINGSLEY AND PARKLANDS

MEETING CYCLE 2007/08

	June	July	August	September	October	November	December	January
Monday					1 CAB Pre Cab 16:30			
Tuesday					2 NP10			1 //
Wednesday		1 PL			3 OS			2
Thursday		2			4	1 PEN		3
Friday	1 //	3 //			5 //	2 //		4 //
Saturday	2 //	4 //		1 //	6 //	3 //	1 //	5 //
Sunday	3 //	5 //		2 //	7 //	4 //	2 //	6 //
Monday	4 NP6	2 CAB Pre Cab 16:30	6	3 CAB NP6 Pre Cab 16:30	8 CG 16:30	5 CAB NP6 Pre Cab 16:30	3 CAB	7 CAB LGB Pre Cab 16:30
Tuesday	5 LC CSP	3 YF	7	4	9 NP11	6 LC	4 A CSP	8 RAC
Wednesday	6 PL	4 PL	8	5 NP7 YF	10 DIS	7 YF	5 LJC	9 NP6
Thursday	7	5 NP11	9	6 WOM	11 LJC	8 LGB	6 NP10	10 LGB
Friday	8 //	6 //	10 //	7 //	12 //	9 //	7 //	11 //
Saturday	9 //	7 //	11 //	8 //	13 //	10 //	8 //	12 //
Sunday	10 //	8 //	12 //	9 //	14 //	11 //	9 //	13 //
Monday	11 Sp Cab (BVPP) Pre Cab 16:30	9 NP12	13	10 CAB NP6 Pre Cab 16:30	15	12 NP7 CG 16:30	10 NP13 CG 16:30	14 YF NP7 CG 16:30
Tuesday	12 LJC	10 STD DIS	14	11	16 NP12	13 DIS	11 OS DIS	15 NP7
Wednesday	13 OS	11 LGB	15	12 LGB CSP	17	14 NP8 WOM	12 NP11	16 PL
Thursday	14 PEN	12 RAC PEN	16	13 NP8	18 CSP	15	13 PEN	17 NP8
Friday	15 //	13 //	17 //	14 //	19 //	16 //	14 //	18 //
Saturday	16 //	14 //	18 //	15 //	20 //	17 //	15 //	19 //
Sunday	17 //	15 //	19 //	16 //	21 //	18 //	16 //	20 //
Monday	18 NP9	16 NP13	20	17	22 NP13	19 Council Pre CL 14:00	17 STD	21 Council Pre CL 14:00
Tuesday	19 NP10	17 LC	21	18 STD	23	20 NP9	18 LC	22 DIS NP9
Wednesday	20 NP7	18 CSP	22	19 NP9	24 PL	21 PL	19 PL	23
Thursday	21 WOM	19	23	20 LB PEN	25	22	20	24 NP10 PEN
Friday	22 //	20 //	24 //	21 //	26 //	23 //	21 //	25 //
Saturday	23 //	21 //	25 //	22 //	27 //	24 //	22 //	26 //
Sunday	24 //	22 //	26 //	23 //	28 //	25 //	23 //	27 //
Monday	25 CAB/Council ø Pre CL 14:00	23 Council Pre CL 14:00	27 //	24 A	29 CAB NP6 Pre Cab 16:30	26 NP12	24	28 CAB + Pre Cab 16:30
Tuesday	26 A	24	28	25 LC	30	27	25 //	29 LC
Wednesday	27 NP8	25 OS	29 PL DIS	26 PL	31	28 RAC	26 //	30 OS
Thursday	28	26	30 RAC	27 Council Pre CL 14:00		29	27	31
Friday	29 //	27 //	31 //	28 //		30 //	28 //	
Saturday	30 //	28 //		29 //			29 //	
Sunday		29 //		30 //			30 //	
Monday		30						
Tuesday		31						31

MEETING CYCLE 2007/08

February	March	April	May	June	July	August	
							Monday
		1 OS			1 LIC		Tuesday
		2 NP9	WOM		2 PL	WOM	Wednesday
		3			3		Thursday
1	1	4			4		Friday
2	2	5			5		Saturday
3	3	6		1	6		Sunday
4	4	7	CAB	2	7	CAB	Monday
5	5	8	NP10	3	8	OS	Tuesday
6	6	9	PL	4	9	NP11	Wednesday
7	7	10		5	10		Thursday
8	8	11		6	11		Friday
9	9	12		7	12		Saturday
10	10	13		8	13		Sunday
11	11	14		9	14	Council	Monday
12	12	15	CG 16:30	10	15	CG 16:30	Tuesday
13	13	16	NP11	11	16	NP8	Wednesday
14	14	17		12	17		Thursday
15	15	18		13	18		Friday
16	16	19		14	19		Saturday
17	17	20		15	20		Sunday
18	18	21	NP12	16	21	NP12	Monday
19	19	22	LC	17	22	LC	Tuesday
20	20	23		18	23		Wednesday
21	21	24		19	24		Thursday
22	22	25		20	25		Friday
23	23	26		21	26		Saturday
24	24	27		22	27		Sunday
25	25	28	NP13	23	28	NP13	Monday
26	26	29		24	29		Tuesday
27	27	30		25	30	PL	Wednesday
28	28	31		26	31		Thursday
29	29			27			Friday
30	30			28			Saturday
				29			Sunday
				30			Monday
				31			Tuesday

- \* Council Tax Setting
- + Budget/Council
- ø Annual Statement of Accounts, BVPP, Corporate Plan
- CL – Council 18:30
- PL – Planning 18:00
- LC – Licensing Committee 18:00
- CAB – Cabinet 18:00
- STD – Standards 17:00
- LJC – Local Joint Committee 18:00
- OS – Overview & Scrutiny 18:00
- A – Audit 18:00
- NP – Neighbourhood Partnerships all at 19:00
- CSP – Community Safety Partnership 14:00
- WOM – Womens Forum 12:30
- YF – Youth Forum 13:00
- PEN – Pensioners Forum 14:00
- LGB – Lesbian, Gay & Bisexual People Forum 18:30
- RAC – Race Equality Forum 18:30
- DIS – Disabled Forum 17:30
- CG – Consultative Group 16:30