
CALENDAR OF MEETINGS 2014/15

Committee: Annual Council

Date: 15 May 2014

Author: Principal Democratic Services Officer

[P4]

1.0 ISSUE

- 1.1 To receive the Calendar of Meetings for 2014/15 for the revised Committee structure approved at the Special Council meeting on 15 April 2014.

2.0 RECOMMENDATION

- 2.1 That the Calendar of Meetings for 2014/15 be noted.

3.0 BACKGROUND

- 3.1 A Calendar of Meetings card for 2014/15 for the revised Committee structure approved at the Special Council meeting on 15 April 2014 is set out in Appendix 1. A month-by-month version of the Calendar is also attached at Appendix 2, to help Members and officers to visualise the spread of meetings throughout the year.

- 3.2 Due to the significant nature of the changes to the Committee structure compared to the current system, it has been necessary to make a number of assumptions in relation to the Calendar (which are detailed on the month-by-month version of the Calendar) as follows:

- Regulatory and Support Services Committee scheduled to meet 7 times per year; Commercial Services Committee scheduled to meet 6 times per year; Corporate Governance and Finance Committee and Asset Development Sub-Committee scheduled to meet 5 times per year. As revised Committee structure is significantly different to previous system, an assumption has been made regarding the required number of meetings for each Committee, which may need to be amended in the light of experience of the operation of the new structure.
- Times for meetings currently set to correspond with those for nearest comparable Committee(s) under previous system, but start times can be discussed by relevant Committees, if necessary.
- Majority of Council dates changed to Thursday to avoid clashes with full County Council dates; number of meetings increased and start time moved to 6.00pm, due to expanded remit of Council. Council date provisionally included in Calendar for 8 January 2015 to be

used, if necessary, to make any decisions required in the light of Government Finance settlement. Annual Council meeting in 2015 will have to take place in half term week, due to timescale required to gather necessary information as a result of District Council Elections on 7 May 2015.

- May 2015 Planning Committee moved to Wednesday 29 April 2015 due to District and Parish Council Elections on 7 May 2015.

4.0 APPENDICES

- 4.1 Appendix 1 – Calendar of Meetings card for 2014/15
Appendix 2 – Calendar of Meetings 2014/15 on a month-by-month basis

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
County Council Calendar of Meetings card	Room 214B The Grange Ely	Tracy Couper Principal Democratic Services Officer (01353) 665555 E-mail: tracy.couper@eastcambs.gov.uk
ECDC Revised Committee structure		



East Cambridgeshire District Council

CALENDAR OF MEETINGS JUNE 2014 – MAY 2015

MEETING	Day	Time	2014							2015				
			Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
COUNCIL	Tues/ Thurs	6.00pm		17			16	27		8▲	26		21	28
COMMERCIAL SERVICES	Tues/ Wed	5.30pm		8		17		12		13		3	14	
CORPORATE GOVERNANCE & FINANCE	Mon/ Thurs	4.30pm		21		25			4	29		26		
REGULATORY AND SUPPORT SERVICES	Mon/ Tues/ Weds	4.30pm		1		8	20	17		14	9	30		
ASSET DEVELOPMENT SUB- COMMITTEE	Mon/ Wed	4.00pm		30			13		8	21		18		
LICENSING COMMITTEE/SUB- COMMITTEE *	Wed	9.30am	11	9		10	22	19	10	21	11	11	15	
PLANNING COMMITTEE	Wed	2.00pm	4	2	6	3	1	5	3	7	4	4	1/29●	
MEMBER SEMINARS			16	28		16	9	10		19 Budget Semin ar	2	17	9	

- NB:
1. All meetings held at The Grange, Ely unless otherwise stated.
 2. Majority of Council dates changed to Thursday to avoid clashes with full County Council dates and start time moved to 6.00pm due to expanded remit of Council. ▲ Council date provisionally included in Calendar to be used, if necessary, to make decisions required in the light of Government Finance settlement.
 3. * One date per month has been timetabled into the calendar for Licensing Committee/Licensing Hearings Sub-Committee Meetings. The Lead Officers and Chairman can take a view, closer to the time, on whether the date is required and whether it is most appropriate to be used for a Licensing Committee/Sub-Committee.

4. Party/LGA Conference dates: Conservative – 28 September to 2 October 2014
Liberal Democrat – 4 to 8 October 2014
LGA General Assembly/Annual Conference - 8 to 10 July 2014

- May 2015 Planning Committee moved to Wednesday 29 April 2015 due to District and Parish Council Elections on 7 May 2015

East Cambridgeshire District Council

Calendar of Meetings

June 2014 to May 2015

June 2014				July 2014				August 2014				September 2014			
Sun 1		Tue 17		Tue 1	Regulatory & Support Services	Thu 17	Council	Fri 1		Sun 17		Mon 1		Wed 17	Commercial Services
Mon 2		Wed 18		Wed 2	Planning	Fri 18		Sat 2		Mon 18		Tue 2		Thu 18	
Tue 3		Thu 19		Thu 3		Sat 19		Sun 3		Tue 19		Wed 3	Planning	Fri 19	
Wed 4	Planning	Fri 20		Fri 4		Sun 20		Mon 4		Wed 20		Thu 4	<i>School Starts</i>	Sat 20	
Thu 5		Sat 21		Sat 5		Mon 21	Corp Gov & Fin	Tue 5		Thu 21		Fri 5		Sun 21	
Fri 6		Sun 22		Sun 6		Tue 22		Wed 6	Planning	Fri 22		Sat 6		Mon 22	
Sat 7		Mon 23		Mon 7		Wed 23	<i>School Ends</i>	Thu 7		Sat 23		Sun 7		Tue 23	
Sun 8		Tue 24		Tue 8	Commercial Services	Thu 24		Fri 8		Sun 24		Mon 8	Regulatory & Support Services	Wed 24	
					<i>LGA Conf</i>										
Mon 9		Wed 25		Wed 9	Licensing	Fri 25		Sat 9		Mon 25	<i>Bank Holiday</i>	Tue 9		Thu 25	Corp Gov & Fin
					<i>LGA Conf</i>										
Tue 10		Thu 26		Thu 10	<i>LGA Conf</i>	Sat 26		Sun 10		Tue 26		Wed 10	Licensing	Fri 26	
Wed 11	Licensing	Fri 27		Fri 11		Sun 27		Mon 11		Wed 27		Thu 11		Sat 27	
Thu 12		Sat 28		Sat 12		Mon 28	<i>Member Seminar</i>	Tue 12		Thu 28		Fri 12		Sun 28	<i>Conservative Party Conf (28 Sept-2 Oct)</i>
Fri 13		Sun 29		Sun 13		Tue 29		Wed 13		Fri 29		Sat 13		Mon 29	
Sat 14		Mon 30		Mon 14		Wed 30	Asset Development	Thu 14		Sat 30		Sun 14		Tue 30	
Sun 15				Tue 15		Thu 31		Fri 15		Sun 31		Mon 15			
Mon 16	<i>Member Seminar</i>			Wed 16				Sat 16				Tue 16	<i>Member Seminar</i>		

East Cambridgeshire District Council
Calendar of Meetings
June 2014 to May 2015

October 2014				November 2014				December 2014				January 2015			
Wed 1	Planning	Fri 17		Sat 1		Mon 17	Regulatory & Support Services	Mon 1		Wed 17		Thu 1	<i>Bank Holiday</i>	Sat 17	
Thu 2		Sat 18		Sun 2		Tue 18		Tue 2		Thu 18		Fri 2		Sun 18	
Fri 3		Sun 19		Mon 3		Wed 19	Licensing	Wed 3	Planning	Fri 19	<i>School Term Ends</i>	Sat 3		Mon 19	<i>Budget Seminar</i>
Sat 4	<i>Lib Dem Conf (4-8 Oct)</i>	Mon 20	Regulatory & Support Services	Tue 4		Thu 20		Thu 4	Corp Gov & Fin	Sat 20		Sun 4		Tue 20	
Sun 5		Tue 21		Wed 5	Planning	Fri 21		Fri 5		Sun 21		Mon 5		Wed 21	Licensing Asset Development
Mon 6		Wed 22	Licensing	Thu 6		Sat 22		Sat 6		Mon 22		Tue 6	<i>School Term Starts</i>	Thu 22	
Tue 7		Thu 23		Fri 7		Sun 23		Sun 7		Tue 23		Wed 7	Planning	Fri 23	
Wed 8		Fri 24		Sat 8		Mon 24		Mon 8	Asset Development	Wed 24		Thu 8	Council (provisional)	Sat 24	
Thu 9	<i>Member Seminar</i>	Sat 25		Sun 9		Tue 25		Tue 9		Thu 25	<i>Bank Holiday</i>	Fri 9		Sun 25	
Fri 10		Sun 26		Mon 10	<i>Member Seminar</i>	Wed 26		Wed 10	Licensing	Fri 26	<i>Bank Holiday</i>	Sat 10		Mon 26	
Sat 11		Mon 27	<i>Half Term Week</i>	Tue 11		Thu 27	Council	Thu 11		Sat 27		Sun 11		Tue 27	
Sun 12		Tue 28		Wed 12	Commercial Services	Fri 28		Fri 12		Sun 28		Mon 12		Wed 28	
Mon 13	Asset Development	Wed 29		Thu 13		Sat 29		Sat 13		Mon 29		Tue 13	Commercial Services	Thu 29	Corp Gov & Fin
Tue 14		Thu 30		Fri 14		Sun 30		Sun 14		Tue 30		Wed 14	Regulatory & Support Services	Fri 30	
Wed 15		Fri 31		Sat 15				Mon 15		Wed 31		Thu 15		Sat 31	
Thu 16	Council			Sun 16				Tue 16				Fri 16			

East Cambridgeshire District Council
Calendar of Meetings
June 2014 to May 2015

February 2015				March 2015				April 2015				May 2015			
Sun 1		Tue 17		Sun 1		Tue 17	<i>Member Seminar</i>	Wed 1	Planning	Fri 17		Fri 1		Sun 17	
Mon 2	<i>Member Seminar</i>	Wed 18		Mon 2		Wed 18	Asset Development	Thu 2		Sat 18		Sat 2		Mon 18	
Tue 3		Thu 19		Tue 3	Commercial Services	Thu 19		Fri 3	<i>Bank Holiday</i>	Sun 19		Sun 3		Tue 19	
Wed 4	Planning	Fri 20		Wed 4	Planning	Fri 20		Sat 4		Mon 20		Mon 4	<i>Bank Holiday</i>	Wed 20	
Thu 5		Sat 21		Thu 5		Sat 21		Sun 5		Tue 21	Council	Tue 5		Thu 21	
Fri 6		Sun 22		Fri 6		Sun 22		Mon 6	<i>Bank Holiday</i>	Wed 22	<i>Council Chamber reserved D&P Elections to 8/5</i>	Wed 6		Fri 22	
Sat 7		Mon 23		Sat 7		Mon 23		Tue 7		Thu 23		Thu 7	<i>District & Parish Elections</i>	Sat 23	
Sun 8		Tue 24		Sun 8		Tue 24		Wed 8		Fri 24		Fri 8		Sun 24	
Mon 9	Regulatory & Support Services	Wed 25		Mon 9		Wed 25		Thu 9	<i>Member Seminar</i>	Sat 25		Sat 9		Mon 25	<i>Bank Holiday Half Term Week</i>
Tue 10		Thu 26	Council	Tue 10		Thu 26	Corp Gov & Fin	Fri 10		Sun 26		Sun 10		Tue 26	
Wed 11	Licensing	Fri 27		Wed 11	Licensing	Fri 27	<i>School Term Ends</i>	Sat 11		Mon 27		Mon 11		Wed 27	
Thu 12		Sat 28		Thu 12		Sat 28		Sun 12		Tue 28		Tue 12		Thu 28	Annual Council
Fri 13				Fri 13		Sun 29		Mon 13	<i>School Term Starts</i>	Wed 29	Planning	Wed 13		Fri 29	
Sat 14				Sat 14		Mon 30	Regulatory & Support Services	Tue 14	Commercial Services	Thu 30		Thu 14		Sat 30	
Sun 15				Sun 15		Tue 31		Wed 15	Licensing			Fri 15		Sun 31	
Mon 16	<i>Half Term Week</i>			Mon 16				Thu 16				Sat 16			

East Cambridgeshire District Council
Calendar of Meetings
June 2014 to May 2015

Explanatory Notes/Assumptions

- Regulatory and Support Services Committee scheduled to meet 7 times per year; Commercial Services Committee scheduled to meet 6 times per year; Corporate Governance and Finance Committee and Asset Development Sub-Committee scheduled to meet 5 times per year. As revised Committee structure is significantly different to previous system, an assumption has been made regarding the required number of meetings for each Committee, which may need to be amended in the light of experience of the operation of the new structure.
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