

Principles for Programme of Meetings 2018/19

Council

- 2nd Monday of month
- June/July/Sept/Oct/Nov/Jan/March/April/May(Annual Council)
- Council Tax Meeting – Monday 25th Feb 2019 (not a Special Meeting)
- January Council Monday 21st January (avoid Christmas publication dates)
- **Annual Council** – 20 May (Later due to Election on 9th May)

Cabinet

- Monthly – 3rd Tuesday of Month
- **Q2 – November (full report), Q3 – February (summary report), Q4 – May (full report looking backwards at previous year and an update re budget and emerging issues for current year)**
- Draft Budget Tuesday 15th Jan
- Final budget to February Cabinet (19th)
- No Cabinet in May due to Election and later Annual Council

Scrutiny Panels

- 5 rounds of ordinary meetings – each Panel taking place over a consecutive 3 week period
- Thursday Evening
- Budget Meetings (Ordinary Meetings) – January (propose w/c 21 Jan)
- Growth, Infrastructure and Resources Scrutiny Panel to take Q2, Q3 & Q4 before Cabinet.
- Meetings not to be scheduled in the 3 weeks before Annual Council

Audit and Risk

- Quarterly
- April/July(Statement of Accounts)/October/January

Planning and Licensing Committee

- Every Four Weeks (Tuesdays)
- **No May Meeting** (due to Election and later Annual Council)

Corporate Parenting Board

- Quarterly
- June/September/January/April

Employment and Appeals

- 6 Monthly

Conduct

- 6 Monthly

Health and Well-Being Board

- Quarterly

SACRE

- Quarterly (Tuesdays - 4 per year)
- **Avoid 4th Tuesday of the month**

Other Meetings to be considered

- Parish Council Working Group (Minimum 6 weeks before the Forum – 4 per year, Wednesdays)
- Parish Council Forum (Mondays - 4 per year)

Other Factors

- Every attempt will be made to avoid Rutland School Holidays
- Confirmed with Elections that Purdah starts on 26 March – every attempt has been made to avoid meetings in April and May in light of Election
- **Draft Programme of Meetings to be circulated to Group Leaders for Comment in advance of publication for Annual Council**