# Calendar of Meetings 2012 - 13

**Council** **Date: 18th May 2012**

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| Author: | Director of Law and Democratic Services |
| Wards: | All Wards |
| Locality Affected: | All Locality Areas |
| Parishes Affected: | All Parish Areas |

## 1. Purpose and Reasons

1.1 At its meeting on 29th March 2012, the Council approved and recommended for confirmation of the Council dates for meetings of the Council, the Cabinet, Committees and other Swindon Borough Council bodies for the Municipal Year 2012/13, attached as Appendix 1.

1.2 The Council's Constitution requires the formal confirmation of the dates of Council meetings by Full Council at its Annual Meeting.

## 2. Recommendations

The Council is recommended to:

2.1 Approve the Timetable of Meetings for 2012/13 as set out in Appendix 1.

2.2 Authorise the Director of Law and Democratic Services, in consultation with the Leader of the Council to vary the dates for meetings of the Council, the Cabinet, Committees and Other Swindon Borough Council bodies should this prove necessary for the efficient discharge of Council business.

## 3. Detail

3.1 Proposed dates for meetings of Cabinet, Committees and other bodies are attached at Appendix 1. These were agreed provisionally at the meeting of the Council held on 29th March 2012.

3.2 Dates are included in this Appendix for the One Swindon Leadership Board, Local Safeguarding Boards, Shadow Health and Wellbeing Boards, Wiltshire Police Authority, Wiltshire Fire Authority and the Supporting People Partnership for information only, as these meeting dates are arranged separately.

3.3 It is also proposed that the Director of Law and Democratic Services, in consultation with the Leader of the Council, should be authorised to vary the meeting dates for meetings of the Council, the Cabinet, Committees and Other Swindon Borough Council bodies as set out in the Appendix, should this prove necessary for the efficient discharge of Council business.

## 4. Alternative Options

4.1 No alternative options are proposed.

Further information on the subject of this report can be obtained from Shaun Banks, Direct Dial 463606, sbanks@swindon.gov.uk.

**5. Implications, Diversity Impact Assessment and Risk Management**

Financial and Procurement Implications

5.1 There are no financial or procurement implications.

Legal and Human Rights Implications

5.2 This report has no specific legal or human rights implications.

All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

5.3 There are no specific implications that relate to staff, sustainability, health, rural, crime and disorder within this report.

Links to One Swindon, Plans and Policies

5.4 The delivery of effective, accountable and transparent decision-making underpins the delivery of the Corporate Plan.

Diversity Impact Assessment

5.5 A Diversity Impact Assessment has not been completed for this report. This is because it relates to the approval of the calendar of meetings for 2012/13, with no changes to staffing, budget or service eligibility criteria.

Risk Management

5.6 A risk assessment has not been completed as this report refers specifically to the timetable of meetings for 2012/13.

**6. Consultees**

6.1 Group Leaders

6.2 Chief Executive

6.3 The Board Director Finance, Revenues, Benefits and Property (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted on all reports.

6.4 Group Directors

6.5 Directors

6.6 Group Finance Managers

6.7 Political Assistants

6.8 Unison

Further information on the subject of this report can be obtained from Shaun Banks, Direct Dial 463606, sbanks@swindon.gov.uk.

## 7. Background Papers

7.1 None

## 8. Appendices

8.1 Appendix 1 – Proposed Calendar of Meetings 2012/13.

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