

To: Council
Date: 8 February 2016
Report of: Head of Law and Governance
Title of Report: Council and Committee programme May 2016 to May 2017

Summary and recommendations	
Purpose of report:	This report sets out a programme of Council, Committee and other meetings for the 2016/17 council year (May 2016 to May 2017 inclusive) following a review agreed by Council in December.
Key decision:	No
Executive Board Member with responsibility for this area:	Councillor Price, Leader of the Council
Corporate Priority:	None
Policy Framework:	None
Recommendation(s): That Council resolves to:	
<ol style="list-style-type: none"> 1. approve the programme of Council, Committee and other meetings attached at Appendix 1 for the council year 2016/17; and 2. delegate the setting of dates for the Standards Committee to the Head of Law and Governance. 	

Appendices	
Appendix 1	Programme of Council and Committee meetings for the council year
Appendix 2	Programme of meetings in calendar format
Appendix 3	Programme of Scrutiny, City Executive Board and Council meetings in calendar format

Introduction and background

1. In December Council considered a report presenting the programme of meeting for 2016/17 and asked for officers to reconsider meetings that are scheduled:
 - During school holidays
 - During religious festivals

The principle used in timetabling and in this review is that Council business must happen but the broader needs of members should be taken in account wherever possible. For most committees members are able to get substitutes.

School holidays

2. There are 67 school holidays that fall on “working days” and 18 meetings are proposed during these times. Seven of the 18 are meetings that are rarely required and only one involves all members.

Religious festivals

3. There are 6 main faiths represented in the UK and they all have festivals and days of obligation. The request to reconsider was couched around the needs of elected members and so Islam, Christianity and Judaism have been considered. In addition Diwali has also been included because this is known to be celebrated in Oxford.

Outcome from reconsideration

4. The Cross Party Working Group (membership includes the leader and deputy leader of the political groups represented on Council) considered the outcomes of the review and agreed to propose to Council changes to two dates (and their consequential changes) proposed to Council in December:
 - 3 October 2016 Scrutiny Committee meeting to move to 6 October 2016.
 - 14 February 2017 West Area Planning Committee to move to 21 February 2017. This will necessitate a move of the January 2017 West Area Planning Committee to 24 January 2017 to allow for an efficient gap between meetings. In turn this will move Licensing Acts and General Purposes Licencing committees to 23 January 2017.

The revised programmes are attached at appendices 1 to 3. All other principles reported to Council in December remain unchanged.

Legal issues

5. None.

Financial Issues

6. None.

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Background Papers: None