



Report to the Partnership for Urban South Hampshire Joint Committee

Date: **Tuesday 2 February 2016**

Report of: **Leigh Usher, Head of Democratic Services, Fareham Borough Council**

Subject: **Schedule of Meetings for the Municipal Year 2016/17**

SUMMARY

This report asks the Joint Committee to determine its schedule of meeting dates for the municipal year 2016/17. A draft schedule setting out proposed dates for all meetings from May 2016 is submitted for members' approval at Appendix A to this report.

RECOMMENDATION

The Joint Committee is asked to APPROVE the dates for its meetings for the municipal year 2016/17 from the schedule attached at Appendix A to this report.

INTRODUCTION

1. The Joint Committee is invited to approve the schedule of meetings for the municipal year 2016/17, as set out in Appendix A to this report.

PROPOSED SCHEDULE

2. The attached schedule has been organised largely on the same basis as the current year's frequency of meetings, with some modification to accommodate bank holidays. Consideration has also been given to the various Political Party Conference dates for 2016 and these dates have also been avoided, wherever possible.
3. The recommended schedule of dates has also been drawn up with consideration of the need to ensure a workable timetable for finalisation and publication of papers, and therefore, based on past experience, seeks to avoid dates in early September and January, which require papers to be agreed and despatched during late August and over Christmas/New Year respectively.
4. The schedule does not include dates for the various PUSH Delivery Panels and Officer Meetings, which will be organised separately.
5. The arrangements for the Joint Committee meetings are in accordance with Fareham Borough Council's standing orders as the lead authority for the administration of the PUSH Joint Committee.

CONCLUSION

6. The Joint Committee is asked to approve dates for its meetings for the municipal year 2016/17 from the recommended dates set out in the schedule attached at Appendix A to this report.

Background Papers: None

Reference Papers: None

Enquiries: For further information on this report please contact Leigh Usher, Head of Democratic Services, Fareham Borough Council.

Tel: 01329 824594

E-mail: lusher@fareham.gov.uk

APPENDIX A

Schedule of Recommended Dates for PUSH Joint Committee Meetings in the 2016/17 Municipal Year:

Tuesday 7 June 2016 (Annual meeting to re-appoint members);

Monday 25 July 2016;

Monday 17 October 2016;

Wednesday 7 December 2016;

Tuesday 7 February 2017; and

Tuesday 14 March 2017.