



Item

Report to the Partnership for Urban South Hampshire Joint Committee

Date: **Tuesday, 23 March 2010**

Report of: **Susan Coulter, Committee Services Manager, Fareham Borough Council**

Subject: **Schedule of Meetings for the Municipal Year 2010/11**

SUMMARY

This report asks the Joint Committee to determine its schedule of meeting dates for the municipal year 2010/11. Dates of Executive / Cabinet meetings and Council meetings of all member Authorities have been avoided, wherever possible. A draft schedule setting out proposed dates for all meetings from May 2010 is submitted for members' approval.

RECOMMENDATION

The Joint Committee is asked to APPROVE dates for its meetings for the municipal year 2010/11 from the schedule attached at Appendix A to this report.

***Members are requested to bring their diaries
with them to the meeting.***

INTRODUCTION

1. The Joint Committee is invited to approve the schedule of meetings for the municipal year 2010/11. A draft schedule is appended to this report for consideration.

PROPOSED SCHEDULE

2. Members are reminded that when PUSH was working to informal arrangements, meetings were generally held every other month in January, March, June, September, and November. Now that the Group has become a formal Joint Committee, it is proposed to keep to the same frequency of meetings.
3. 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 and to avoid clashes with member authorities' Cabinet / Executive and Council meetings. Consideration has also been given to the various Political Party Conference dates for 2010 and these dates have also been avoided, wherever possible. 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. It does not include a schedule for the various PUSH Delivery Panels and Officer Meetings, which will be organised separately. The arrangements for the meetings are in accordance with Fareham Borough Council's standing orders as the lead authority for the administration of the PUSH Joint Committee.

CONCLUSION

4. The Joint Committee is asked to approve dates for its meetings for the municipal year 2010/11 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:-
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APPENDIX A

Schedule of Recommended Dates (shown in bold/underlined) and backup alternatives (where possible) for PUSH Joint Committee Meetings in the 2010/11 Municipal Year:

June 2010 (Annual Meeting to re-appoint members):

23

July 2010

7

September 2010:

14 & 23.

November 2010:

9 or 16.

January 2011:

11

March 2011:

8 or 9.