

Name of meeting: Annual Council

Date: 23 May 2012

Title of report: Dates/Times/Venues of Council Meetings - 2012/13

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Is it in the Council's Forward Plan ?	No
Is it eligible for "call in" by Scrutiny ?	No, as it is a decision for Council
Date signed off by Director & name	10 May 2012, David Smith, Director of Resources
Is it signed off by the Director of Resources?	No financial implications
Is it signed off by the Acting Assistant Director - Legal & Governance?	No legal implications
Cabinet member portfolio	Resources (Councillors Pandor and Scott)

Electoral [wards](#) affected: All

Ward councillors consulted: Not applicable

Public or private: Public

1. Purpose of report

To recommend dates, times and venues of Council meetings in 2012/13.

2. Key points

Corporate Governance and Audit Committee, at a meeting held on 27 April 2012, proposed the following dates/times/venues:

Wednesday 4 July 2012	- Ordinary Meeting (Huddersfield Town Hall) - Holding Executive to Account
Wednesday 12 September 2012	- Ordinary Meeting (Huddersfield Town Hall) - Key Discussion/Scrutiny
Wednesday 24 October 2012	- Ordinary Meeting (Huddersfield Town Hall) - Holding Executive to Account
Wednesday 5 December 2012	- Ordinary Meeting (Huddersfield Town Hall) - Holding Executive to Account
Wednesday 16 January 2013	- Ordinary Meeting (Huddersfield Town Hall) - Key Discussion/Scrutiny
Wednesday 20 February 2013	- Budget Council Meeting (Huddersfield Town Hall)
Wednesday 20 March 2013	- Ordinary Meeting (Huddersfield Town Hall) Holding Executive to Account
Wednesday 22 May 2013	- Annual Meeting (Huddersfield Town Hall)

Ordinary Meetings of the Council to commence at 5.00 pm under Council Procedure Rule 2(3).

The Budget Meeting to commence at 5.00 pm under Council Procedure Rule 3.

The Annual Meeting to commence at 1.00 pm under Council Procedure Rule 1(1).

3. Implications for the Council

None.

4. Consultees and their opinions

Group Leaders, the consensus being for no change from the times and cycle last year, other than to reduce the number of ordinary meetings from 7 to 6, which is reflected in the recommendation from Corporate Governance and Audit Committee.

5. Next steps

Following approval of the programme of meetings, arrangements will be made for the appropriate accommodation.

6. Officer recommendations and reasons

That, in accordance with the decision of Corporate Governance and Audit Committee on 27 April 2012:-

- (i) Annual Council meeting be recommended to approve the programme of ordinary meetings of the Council in 2012/13, as set out in the submitted report, in accordance with Council Procedure Rule 2(3).
- (ii) Annual Council meeting be recommended to agree that the "Budget" Council meeting be held on 20 February 2013 at 5.00 pm and that the provisions of Council Procedure Rule 3 should apply to this meeting.
- (iii) Annual Council meeting be recommended to note the provisional date of the Annual meeting for the Municipal Year 2013/14, namely 22 May 2013, under the provisions of Council Procedure Rule 1(1).

7. Cabinet portfolio holder recommendation

Not applicable.

8. Contact officer and relevant papers

Adrian Johnson, Governance Officer, 01484 221712
Email: adrian.johnson@kirklees.gov.uk

Background Papers: None

9. Assistant director responsible

Vanessa Redfern, Acting Assistant Director, Legal Governance and Monitoring.

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