

Meeting: Children, Education and Skills Sub-committee
Date: 20 June 2016
Title: Commencement time and dates of meetings for 2016/17

Author: Elizabeth Kerr, Democratic Services Tel: 643 5322
Service: Law and Governance
Wards affected: All

PART 1

1.1 Purpose:

This report requests the Committee to consider and agree the commencement time for the remainder of its meetings in the 2016/17 municipal year.

1.2 Recommendation:

It is recommended that the sub-committee agrees that the meeting should commence at 6.00pm and confirms the dates proposed at Annual Council as its meeting dates for the 2016/17 municipal year; specifically 18 July 2016, 19 September 2016, 17 October 2016, 21 November 2016, 23 January 2017, 20 February 2017 and 20 March 2017.

1.3 Information:

1.3.1 At the Annual Council meeting on 19 May 2016 the timetable of meetings for the 2016/17 municipal year was considered. It was agreed that each committee would be requested to determine its own commencement time at its first meeting of the year and confirm the dates proposed for meetings throughout the year (minute C14/05/16).

1.3.2 All members of the sub-committee have been contacted by email to ascertain their preference for the start time of the meeting. The majority of replies indicated a preference to remain at 6.00pm and the Chair and Deputy Chair agreed that this would be the recommendation to the sub-committee.

1.4 Decision options:

The Committee must agree an appropriate start time for future meetings of the sub-committee. Usual times for North Tyneside Council committees have been 10.00 am, 2.00pm, 4.00pm and 6.00pm.

The sub-committee can decide on a different start time if required.

1.5 Reasons for recommended option:

The meeting start time is at the discretion of the sub-committee however after consultation the Chair and Deputy Chair determined that the 6.00pm start time met the needs of the majority of the members of the sub-committee and should remain at 6.00pm for the year ahead.

1.6 Appendices:

None

1.7 Contact officers:

Elizabeth Kerr - Democratic Services Officer Tel: 643 5322

1.8 Background information:

- Annual Appointments and Timetable of Meetings 2016/17 Report to Annual Council 19 May 2016.
- Minutes of Annual Council meeting held on 19 May 2016.

Report Author Elizabeth Kerr