

SURREY COUNTY COUNCIL**LOCAL COMMITTEE (WAVERLEY)****DATE: 11 DECEMBER 2015****LEAD OFFICER: DAVID NORTH
COMMUNITY PARTNERSHIP & COMMITTEE OFFICER****SUBJECT: LOCAL COMMITTEE FORWARD PROGRAMME 2015-16****DIVISION: ALL DIVISIONS IN WAVERLEY****SUMMARY OF ISSUE:**

The report sets out the Forward Programme of reports for the Local Committee for 2015/16 and provides an update on arrangements for formal meetings in the municipal year 2016/17.

RECOMMENDATIONS:**The Local Committee (Waverley) is asked to:**

- (i) Note the Forward Programme for 2015/16, as outlined in **Annex 1**, indicating any further suggested items for inclusion.
- (ii) Note arrangements for formal meetings in the municipal year 2016/17.

REASONS FOR RECOMMENDATIONS:

Members are asked to consider arrangements for its future activities so that officers can publicise the meetings and prepare the necessary reports.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The Forward Programme of the Local Committee is revised at each Committee meeting. Members are requested to propose any additional items for inclusion on the programme.
- 1.2 Members are asked to note the date and time of meetings in the municipal year 2016/17.

2. ANALYSIS:

- 2.1 Officers are required to investigate and consult with the appropriate services, partners or other agencies on the purpose, content and timing of future reports. As these negotiations are concluded then items are added to the programme. Changing circumstances and requests throughout the year mean that the programme must retain some flexibility.

2.2 At its meeting on 25 September 2015 the committee discussed the suggestion that meetings be held in the morning. Some members felt that this would be more convenient for those with childcare responsibilities and encourage a wider diversity of attendance. Those who opposed the proposal felt that changing the established time would have an impact on other commitments of certain members. It was noted that the agenda of morning meetings would need careful management to ensure completion by 1.00pm.

The committee agreed to hold meetings at 10.00am on Friday on a trial basis in the municipal year 2016/17, reviewing arrangements after six months. Meetings have been scheduled at 10.00am on the following dates and officers are in the process of booking venues:

17 June 2016 16 September 2016 16 December 2016 10 March 2017

3. OPTIONS:

3.1 It is prudent and practical for the Local Committee to produce and maintain a business forward plan.

4. CONSULTATIONS:

4.1 Local Committee members are consulted.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 None

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 No specific implications.

7. LOCALISM:

7.1 The Local Committee seeks to ensure that local perspectives are captured in its activities.

8. OTHER IMPLICATIONS:

8.1 None.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 The committee is asked to agree the Forward Programme and suggest any Further topics for inclusion.

10. WHAT HAPPENS NEXT:

10.1 Officers will progress any member request and schedule reports for future meetings

Contact Officer:

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Consulted:

Local Committee members and relevant officers

Annexes:

Annex 1: Forward Programme 2015-16

Sources/background papers: None

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