



Report to the Board

26 November 2015

Title: Board Meetings 2016

Report of: Managing Director

Purpose of Report

1. To seek approval for Board meeting dates for the calendar year 2016.

Background

2. The Board, at its meeting held on 10 November 2011, agreed to move meetings to the third Thursday of the month (except the July meeting that would remain on the second Thursday of the month).
3. The Board currently meets bi-monthly and there is a recess in August.

Board Meetings 2016

4. The Board has previously agreed that it did not want any meetings during school holidays.
5. The Board receives the minutes from each of the committees and must consider any decisions from those meetings when the committee doesn't have delegated powers.
6. The committees meet quarterly and the timing of these meetings is largely dictated by the date of the next available Board Meeting. Due to the current timetable for Board Meetings, this has made the timing of the committees quite tight in terms of the time available for Officers to produce quarterly reports at the end of a quarter.
7. In addition, due to July's Board Meeting normally taking place in the middle of the month, it hasn't been possible to take quarterly reports for the end of the first quarter until September, after the summer school holidays.
8. A proposed timetable of Board Meetings in 2016 is attached at the Appendix to this report. The proposed timetable would mean the March meeting taking place at the start of the Easter Holidays and the July meeting would be the second week of the summer holidays.

Links to Values

9. This report is consistent with the company value of being open and honest.

Equality and Diversity Implications

10. The needs of individual Board members will be taken into consideration when agreeing the programme and timing of Board meetings. Meetings are held in venues that are accessible to all sections of the borough's diverse communities.

Financial Implication

11. There are no financial implications directly arising from this report.

Impact on Customers

12. There was no impact on customers as a result of compiling this report.

Risk Management Implications

13. Inability to retain directors on the Board has been identified as an operational risk and a number of controls and future actions are in place to mitigate the risk.

Value for Money Implications

14. There are no value for money implications as a result of compiling this report.

Health Implications

15. There are no health implications arising from this report.

Environmental Implications

16. There are no environmental implications arising from this report.

Consultation carried out

17. The proposed dates have been agreed with the Chair of the Board.

Recommendation

18. It is recommended that the Board consider and settle the arrangements for the programme and timing of their meetings for the year 2016.



BOARD MEETINGS 2016

Thursday, 28 January 2016 at 10am
Thursday, 24 March 2016 at 10am
Thursday, 26 May 2016 at 10am
Thursday, 28 July 2016 at 10am
Thursday, 29 September 2016 at 10am
Thursday, 24 November 2016 at 10am