

LEICESTERSHIRE POLICE AUTHORITY

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Meeting **POLICE AUTHORITY**

Date **TUESDAY 30 JUNE 2009 - 2.00 P.M.**

Report of **CHIEF EXECUTIVE**

Subject **PROGRAMME OF MEETINGS**

Purpose of the Report

1. The purpose of this report is to propose a schedule of meeting dates from 1 January 2010 until 31 January 2011 for members' approval.

Commentary

2. At its meeting on 23 April 2008 the Authority approved a programme of meetings up to 31 December 2009. Since this time updates have been provided through the Members Handbook, (Chapter 9), as changes for dates have emerged through routine business.
3. Two changes to the current programme is as follows:-
 - Professional Standards Committee – the meeting scheduled for 17 December 2009 to be re-scheduled to 28 January 2010. This will allow for a more even spread of meetings across the year.
 - Contact Management Panel – future work of this Panel to be overseen by the Performance Panel. This will reduce the number of meetings for members to attend whilst not losing oversight of this area of work. This will cancel the meeting dates planned for 23 July, 8 September and 30 November in the current programme.
4. A copy of the proposed meeting arrangements from 15 December 2009 to 31 January 2011 appear as an APPENDIX to this report for approval. As previously, meetings have been arranged where possible so that two meetings are held on the same day reducing the burden on members of having to attend on various days of the week to attend a variety of meetings.
5. Innovations in the proposed programme are as follows:-
 - In the new programme two Member Discussion Days have been renamed 'Member Development Days' to differentiate when the time will be used for training purposes rather than discussion. These are scheduled for 25 February and 5 October.
 - Dates for members of Professional Standards Committee to dip sample files have been incorporated.
 - Finance and General Purposes meeting held in late May. As the Police Authority meets in April and June this has impacted upon this meeting

resulting in the Committee having little or no business to address. It is therefore proposed that this date be cancelled in the future programme.

- The Police Authority meeting in June 2010 has been scheduled for Monday 28 June 2010 to avoid clashing with a meeting of the Community Safety Programme Board which has been scheduled for the Tuesday of that week.
6. In fixing the dates attempts have been made to avoid the main Council meetings of the upper tier Authorities, although inevitably there can be some conflict after May each year as their meetings are set for a 12 month period at their AGM.
 7. A draft programme of meetings was circulated to Members for comment with the Members' newsletter of 19 June 2009. At the time of preparing this report no comments have been received.

Recommendation

8. The Authority is RECOMMENDED to approve:-
 - (a) the changes to the current programme of meetings as outlined in paragraph 3 above; and
 - (b) a new programme of meetings, up until 31 January 2011, as appended to this report

Background Papers

None.

Implications

Financial – none; Legal – none; Diversity – none; Risk Management – none.

Person to Contact

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APPENDIX**LEICESTERSHIRE POLICE AUTHORITY****PROPOSED PROGRAMME OF MEETINGS**

| <u>DATE</u> | <u>TIME</u> | <u>MEETING</u> |
|---------------------------|--------------------|---|
| Tuesday 15 December 2009 | 10.00 a.m. | Finance and General Purposes Committee |
| Tuesday 15 December 2009 | 2.00 p.m. | Performance Panel |
| Thursday 14 January 2010 | 10.00 a.m. | Members Discussion Day (<i>Budget/Local Objectives</i>) |
| Thursday 14 January 2010 | 2.00 p.m. | Remuneration Committee |
| Thursday 21 January 2010 | 10.00 a.m. | Consultation and Communications Committee |
| Thursday 21 January 2010 | 2.00 p.m. | Publications Panel |
| Tuesday 26 January 2010 | 10.00 a.m. | Members Discussion Day |
| Tuesday 26 January 2010 | 2.00 p.m. | Police Authority |
| Thursday 28 January 2010 | 2.00 p.m. | Professional Standards Committee |
| Thursday 4 February 2010 | 10.00 a.m. | Standards Committee |
| Thursday 4 February 2010 | 2.00 p.m. | Audit Committee |
| Tuesday 9 February 2010 | 10.00 a.m. | Members Discussion Day |
| Tuesday 9 February 2010 | 2.00 p.m. | Police Authority (Budget) |
| Monday 22 February 2010 | 10.00 a.m. | Diversity Panel |
| Monday 22 February 2010 | 2.00 p.m. | Liaison Panel |
| Thursday 25 February 2010 | 10.00 a.m. | Member Development Day |
| Thursday 25 February 2010 | 2.00 p.m. | Human Resources Committee |
| Tuesday 2 March 2010 | 10.00 a.m. | Performance Panel |
| Tuesday 2 March 2010 | 2.00 p.m. | Publications Panel |
| Tuesday 23 March 2010 | 10.00 a.m. | Finance and General Purposes Committee |
| Tuesday 27 April 2010 | 10.00 a.m. | Member Discussion Day |
| Tuesday 27 April 2010 | 2.00 p.m. | Police Authority |
| Thursday 29 April 2010 | 10.00 a.m. | Publications Panel |

| <u>DATE</u> | <u>TIME</u> | <u>MEETING</u> |
|----------------------------|-------------------------|--|
| Thursday 29 April 2010 | 2.00 p.m. | PSC Members – Dip Sampling, Tigers Road |
| Thursday 13 May 2010 | 10.00 a.m. | Audit Committee |
| Thursday 13 May 2010 | 2.00 p.m. | Human Resources Committee |
| Thursday 27 May 2010 | 10.00 a.m. | Professional Standards Committee |
| Thursday 27 May 2010 | 2.00 p.m. | Performance Panel |
| Tuesday 15 June 2010 | 10.00 a.m. | Publications Panel |
| Tuesday 15 June 2010 | 2.00 p.m. | Standards Committee |
| Monday 28 June 2010 | 10.00 a.m. | Members Discussion Day |
| Monday 28 June 2010 | 2.00 p.m. | Police Authority (AGM) |
| Thursday 1 July 2010 | 10.00 a.m. | Consultation and Communications Committee |
| Tuesday 31 August 2010 | 10.00 a.m. | Finance and General Purposes Committee |
| Tuesday 31 August 2010 | 2.00 p.m. | Liaison Panel |
| Thursday 2 September 2010 | 10.00 a.m. | Members Discussion Day |
| Thursday 2 September 2010 | 2.00 p.m. | Human Resources Committee |
| Tuesday 7 September 2010 | 10.00 a.m. | Audit Committee |
| Thursday 9 September 2010 | 10.00 a.m. | Performance Panel |
| Thursday 9 September 2010 | 2.00 p.m. | PSC Members Dip Sampling, Tigers Road |
| Thursday 30 September 2010 | 10.00 a.m. | Professional Standards Committee |
| Tuesday 5 October 2010 | 10.00 a.m. | Member Development Day |
| Tuesday 5 October 2010 | 2.00 p.m. | Consultation and Communications Committee |
| Thursday 14 October 2010 | 10.00 a.m. – all day | Members Discussion Day <i>(Local Objectives and Strategic Planning)</i> |
| Tuesday 2 November 2010 | 10.00 a.m. | Members Discussion Day |
| Tuesday 2 November 2010 | 2.00 p.m. | Police Authority |
| Thursday 4 November 2010 | 10.00 a.m. | Standards Committee |
| Thursday 4 November 2010 | 2.00 p.m. | Diversity Panel |
| Thursday 2 December 2010 | 10.00 a.m. | Audit Committee |

| <u>DATE</u> | <u>TIME</u> | <u>MEETING</u> |
|---------------------------|--------------------|---|
| Thursday 2 December 2010 | 2.00 p.m. | Human Resources Committee |
| Tuesday 7 December 2010 | 10.00 a.m. | Finance and General Purposes Committee |
| Tuesday 7 December 2010 | 2.00 p.m. | Performance Panel |
| Thursday 16 December 2010 | 10.00 a.m. | Members Discussion Day (<i>Budget</i>) |
| Thursday 16 December 2010 | 2.00 p.m. | PSC members – Dip Sampling, Tigers Road |
| <u>2011</u> | | |
| Thursday 13 January 2011 | 10.00 a.m. | Members Discussion Day (<i>Budget</i>) |
| Thursday 13 January 2011 | 2.00 p.m. | Remuneration Committee |
| Thursday 20 January 2011 | 10.00 a.m. | Consultation and Communications Committee |
| Thursday 20 January 2011 | 2.00 p.m. | Publications Panel |
| Tuesday 25 January 2011 | 10.00 a.m. | Members Discussion Day |
| Tuesday 25 January 2011 | 2.00 p.m. | Police Authority |
| Thursday 27 January 2011 | 2.00 p.m. | Professional Standards Committee |