

Calendar of Meetings 2019-2020

Head of Service/Contact: Amardip Healy, Chief Legal Officer
Annexes/Appendices (attached): **Annex 1** – calendar of meetings 2019-20
Other available papers (not attached): None

Report summary

To approve a programme of ordinary meetings of the Council for the year

Recommendation (s)

That the Council approves a programme of ordinary meetings for the year.

1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy

- 1.1 It is necessary to set dates for meetings of the Council, its Committees, Sub-Committees and Advisory Panels for the forthcoming year to enable their business to be efficiently processed.

2 Background

- 2.1 In accordance with its Rules of Procedure, FCR 2.1, set out in Part 4 of the Constitution, the Council is required to approve a programme of ordinary meetings for the year.

3 Proposals

- 3.1 That the Council approve the calendar of meetings attached at **Annex 1**

4 Financial and Manpower Implications

- 4.1 The need to preserve reporting lines and other constitutional considerations means that at certain times of the year policy committee meetings are bunched together. The timetable is challenging for officers at certain points of the year, and whilst not the overriding consideration, the calendar has been devised.

- 4.2 **Chief Finance Officer's comments:** *None arising from this report.*

5 Legal Implications (including implications for matters relating to equality)

5.1 Legislation requires Agendas are published five clear working days before a meeting.

5.2 *Monitoring Officer's comments: None arising from the contents of this report.*

6 Sustainability Policy and Community Safety Implications

6.1 None for the purposes of this report.

7 Partnerships

7.1 Dates of meetings of outside and joint bodies, such as the Epsom and Walton Downs Conservators and Nonsuch Park Joint Management Committee are agreed by those bodies, but included within the Council's calendar of meetings for reference.

8 Risk Assessment

8.1 An effective decision-making programme should enable all committees and the Council to process business with the minimum of delay. If a forward-looking calendar were not to be agreed, uncertainty over the Council's ability to complete its business would result.

9 Conclusion and Recommendations

9.1 The Council is asked to approve a programme of ordinary meetings for the year.

Ward(s) Affected: (All Wards);