

AMENDMENT TO CALENDAR OF MEETINGS

Head of Service:	Piero Ionta, Head of Legal and Monitoring Officer
Report Author:	Tim Richardson
Wards affected:	(All Wards);
Appendices (attached):	None

Summary

This report presents amendments to the Municipal calendar of ordinary meetings.

Recommendation (s)

The Council is asked to:

- (1) Approve the amendments to the Municipal Calendar of ordinary meetings as set out in paragraph 2.2 below.

1 Reason for Recommendation

- 1.1 The Council agreed the dates for ordinary meetings of the Council, its Committees, Sub-Committees and Advisory Panels for 2025-26 at the Annual Meeting on 13 May 2025. The Council also approved a draft calendar of meetings for 2026-27 at its meeting on 9 December 2025.
- 1.2 Following the arrangements of meetings for the East Surrey Joint Committee and notification that the pre-election period for the East Surrey Council elections is likely to commence on Monday 23 March 2026, it is recommended that the calendar of meetings is amended as proposed below.

2 Proposed amendments

- 2.1 Further to the Ministry of Housing, Communities and Local Government (MHCLG) recommending that Surrey councils establish voluntary joint committees to enable early progress on Local Government Reorganisation (LGR), the first meeting of East Surrey Joint Committee was held on 15 January with provisional further meetings scheduled for 19 February, 13 March, 15 April and 14 May.

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2.2 In addition to the East Surrey Joint Committee meetings, the pre-election period for the East Surrey Council Elections is expected to commence on Monday 23 March 2026, with elections being held on Thursday 7 May 2026, all of which have led to the following amendments to the calendar of meetings being proposed:

- Wednesday 4 March, 7.30pm - Environment Committee (rescheduled from 12 March 2026)
- Thursday 12 March, 7.30pm - Full Council (rescheduled from 24 March 2026)
- CANCELLED Thursday 26 March, 7.30pm - Planning Committee
- CANCELLED Thursday 23 April, 7.30pm - Planning Committee
- Tuesday 26 May, 7.00pm - Annual Council (rescheduled from 19 May 2026)
- Thursday 28 May, 7.30pm - Planning Committee (rescheduled from 21 May 2026)

2.3 If the Council agrees to the above amendments, it is proposed that the annual training session for Planning Committee members is held on the newly vacated date of Thursday 21 May 2026, as that date has previously been held in members' diaries.

2.4 Members are invited to note that the inaugural annual meeting of the East Surrey Shadow Council shall be scheduled later this year for a date in May 2026, after the elections; once a calendar of meetings for the Shadow Council is published, it may be necessary to bring a further report later this year should further amendments to this Council's calendar of meetings be required to support the plans of the Shadow Authority.

3 Joint Committees and outside bodies

3.1 There are meetings of the Nonsuch Park Joint Management Committee and Epsom and Walton Downs Consultative Committee currently scheduled for 23 March 2026, which would now also fall within the pre-election period. Officers will liaise with the Chairs of these Committees to identify suitable alternative dates outside of the pre-election period for these meetings.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

4.1.1 None.

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4.2 Crime & Disorder

4.2.1 None.

4.3 Safeguarding

4.3.1 None.

4.4 Dependencies

4.4.1 None.

4.5 Other

4.5.1 None.

5 Financial Implications

5.1 **Section 151 Officer's comments:** There are no financial implications arising from the recommendations of this report.

6 Legal Implications

6.1 Legislation requires that agendas are published five clear working days before a meeting.

6.2 The Council is entitled to amend any of the dates in the Calendar of Meetings at this time but should note that it is required to approve a programme of ordinary meetings of the Full Council for the year at its annual meeting, under FCR 2.1 xii of Appendix 4 of the Constitution. By considering and approving the extended calendar early allows the Council to plan more effectively for its decision-making processes.

6.3 **Legal Officer's comments:** Any relevant legal comments are noted within the body of this report.

7 Policies, Plans & Partnerships

7.1 **Council's Key Priorities:** The following Key Priorities are engaged:

- Effective Council

7.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

7.3 **Climate & Environmental Impact of recommendations:** None.

7.4 **Sustainability Policy & Community Safety Implications:** None.

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- 7.5 **Partnerships:** Dates of meetings of Outside and Joint bodies, such as the Epsom and Walton Downs Consultative Committee and Nonsuch Park Joint Management Committee are agreed by those bodies, but included within the Council's Calendar of Meetings to provide a comprehensive reference for Councillors and the public.
- 7.6 **Local Government Reorganisation Implications:** It is proposed to reschedule the meetings detailed in paragraph 2.1 above in order to take into account the arrangements for the East Surrey Council elections on 7 May 2027.

8 Background papers

- 8.1 The documents referred to in compiling this report are as follows:

Previous reports:

- [Calendar of meetings 2025-26, Full Council 13 May 2025](#)
- [Calendar of meetings 2026-2027, Full Council 9 December 2025](#)