

CAMBRIDGE CITY COUNCIL

REPORT OF: Democratic Services Manager

TO: Civic Affairs Committee

13/09/2017

WARDS: None directly affected

MUNICIPAL YEAR 2018/19 (INDICATIVE)

1 INTRODUCTION

The report seeks comments and approval of the Council's meeting calendar for the Municipal Year 2018/19 (indicative).

2. RECOMMENDATIONS

To comment on the meetings calendar (in particular the changes highlighted in 3.3 and 3.4) and delegate final approval to the Chief Executive in consultation with Group Leaders.

3. BACKGROUND

3.1 This committee sets the forward programme of dates for the Council and committee meetings, with Group Leaders having seen the draft calendar for any prior comment. The four Area Committees agree dates at respective meetings in February-April each year.

3.2 The calendar avoids main school holidays and political party conferences where possible. The calendar avoids clashes with meetings of the Greater Cambridge Partnership, Combined Authority, County Council and South Cambs District Council. Each body sets its own calendar at different points in the year and co-ordination is obviously important. The new format of calendar includes key partner meetings and will be updated and re-circulated when more dates are known.

Changes

3.3 2018 will see a meeting of this committee in late July rather than late June, (as considered by committee at its meeting on 28 June), because of the statutory changes being brought in to sign off local authorities Statement of Accounts earlier.

3.4 There are options requiring a committee decision concerning the date of Full Council in February and April 2019. In February, S&R(2) which scrutinises the amendments to the Executive's budget is due to meet on the Monday of Council week (also when Group meetings take place). S&R (2) can't meet earlier because of the timescales included in the Budget Amendment Procedure Rules. The alternative is to move Council to the following week which is half-term. In April 2019, the Easter bank holiday is late. Council could meet in the first week of the school holidays (which is not the week of Good Friday) or meet in the week before the local elections.

3.5 The calendar is indicative as currently underway is a review of the council's committees involving Group Leaders, the Chair of Civic Affairs Committee and the Chief Executive, which may recommend some changes.

4. **CONSULTATIONS**

Group Leaders, the Monitoring Officer and s151 Officer have been consulted on the proposed calendar.

5. **OPTIONS**

The Committee can suggest alternatives to the calendar proposed.

6. **IMPLICATIONS**

(a) **Financial Implications** n/a

(b) **Staffing Implications** n/a

(c) **Equality and Poverty Implications**

The calendar spreads the meetings across days of the week (Monday-Thursday) and hours of the day. There are more meetings in the late afternoon/evening to suit current councillor preferences.

(d) **Environmental Implications**

(e) **Procurement**

(f) **Consultation and communication**

(g) **Community Safety**

All n/a

BACKGROUND PAPERS: The following are the background papers that were used in the preparation of this report: None

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