

Item

## Municipal Year 2019/20 (Indicative)



**To:**

Civic Affairs Committee 13/05/19

**Report by:**

Democratic Services Manager, Gary Clift

Tel: 01223 - 457011 Email: gary.clift@cambridge.gov.uk

**Wards affected:**

None directly affected

### 1. Introduction

- 1.1 The report seeks the Committee's view on scheduling Council meetings in school holidays 2020 and also whether to cancel one Council meeting in April 2020.

### 2. Recommendations

- 2.1 To confirm the date for Council in February 2020.
- 2.2 To decide whether to remove the April 2020 Council meeting from the calendar.
- 2.3 To give direction on any further principles to follow when compiling the 2020/21 calendar, which will be submitted to committee for approval in autumn 2019.

### 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. The Committee agreed an indicative 2019/20 calendar in October last year which was amended by Committee last October to take into account changes to the process and timeline for budget scrutiny in January and February 2019.

- 3.2 Convention for many years has been that the calendar should take account of the dates of school holidays and autumn political party conferences. Liaison with partner authorities (GCP, Combined Authority, SCDC) is also done to avoid clashes wherever possible.
- 3.3 The February 2019 Council meeting took place in school half term and the April 2019 Council meeting had been scheduled for Easter school holidays.

### **February 2020 Council (Budget meeting)**

- 3.4 The indicative calendar has the Council meeting scheduled for 20 February which is again in the school half term. The alternative is to meet the week earlier, 13 February. Budget 2019 and Budget 2020 dates are attached for reference.

### **April 2020 Council**

- 3.6 The April 2017 and 2019 Council meetings were cancelled as there was no business for decision from either the Executive or regulatory committees. Officers believe from forward planning that this will be the case in April 2020, when Council again is scheduled for the Easter school holidays. Committee is asked to consider whether the meeting should be removed from the schedule.

### **May 2020 Council (Annual Meeting)**

- 3.7 Group Leaders were consulted in December 2018 and confirmed agreement that the May 2020 Council meeting will take place in the school half term because the date of the elections (7 May) results in a later in the month knock-on for Group Annual Meetings and pre-Council preparatory work.

## **4. OPTIONS**

The Committee can suggest alternatives to the calendar proposed, but the officer would need to investigate any alternatives to make sure any date change would work for the administration of meetings and conventions followed.

## **5. IMPLICATIONS**

**(a) Financial Implications - none**

**(b) Staffing Implications - none**

**(c) Equality and Poverty Implications**

Holding meetings in school holidays may impact anyone working in the school sector or with school age children responsibilities.

**(d) Environmental Implications - none**

**(e) Procurement Implications - none**

**(f) Community Safety Implications - none**

## **5. Consultation and communication considerations**

Group Leaders, the Chief Executive and the Monitoring Officer have been consulted on this report.

## **6. Background papers**

GCP, Combined Authority and SCDC and County Council published meeting dates.