

Item

Municipal Year 2020/21 (Indicative)



To:

Civic Affairs Committee 9/10/19

Report by:

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Wards affected:

None directly affected

1. Introduction

- 1.1 The report seeks comments and approval of the Council's meeting calendar for the Municipal Year 2020/21 (indicative), plus two other meeting related decisions carried over from Committee (meeting on 13 May 2019).

2. Recommendations

- 2.1 To comment on the meetings calendar 2020/21 and, if required, to delegate final approval to the Chief Executive in consultation with Group Leaders by the end of October.
- 2.2 To confirm cancellation of the April 2020 Council Meeting.
- 2.3 Agree the start time for the Annual Meeting of Council 2020 and if altering from the current time, request the Council to amend Council Procedure Rules.

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. Liaison with external partners is done so the calendar seeks to avoid date clashes wherever possible. Planning and Transport Scrutiny Committees have been scheduled in accordance with usual practice however given the Council is in the process of preparing a joint draft Local Plan with South Cambridgeshire District Council (SCDC) some meetings may need to be rescheduled to align with SCDC's meetings as part of this process.

Council meeting April 2020

- 3.3 At its meeting on 13 May 2019 (minute 19/17/CIV), Committee was requested to consider removing the April 2020 Council meeting from the calendar as there was no programmed business for decision either from the Executive or a regulatory committee. The Committee was of the view that it was too early to cancel and the matter should be re-considered at its October meeting. Officers confirm that there is still no business programmed and now seek the Committee's view.

Annual Meeting of the Council 28 May 2020

- 3.4 At the meeting on 13 May, the timing of the Annual Meeting starting late morning was raised. Traditionally the Annual Meeting has met from 11am, and this is stated in Council Procedure Rules. It could be put that it is unreasonable to expect those with work or care responsibilities to take a full day off, and so soon after the intensive electoral period.
- 3.5 In changing the time of this particular meeting, consideration should be given to allowing adequate time for the ceremonial element of electing a new Mayor (and for them to enjoy the occasion with guests at a scheduled break in proceedings) and to have adequate time to complete any decisions required by the Council. Looking at past meetings, officers see no obvious barriers to moving the meeting to another time later in the day.

4. OPTIONS

The Committee can suggest alternatives to the calendar proposed.

5. Implications

(a) Financial Implications - none

(b) Staffing Implications-none

(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. The 2020/21 calendar avoids meetings in school holidays following the committee's earlier decision (19/17/CIV).

(d) Environmental Implications - none

(e) Procurement Implications - none

(f) Community Safety Implications - none

5. Consultation and communication considerations

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

6. Background papers

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