

Council Report
Ward(s) affected: All
Report of Director of Finance
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Draft Timetable of Council and Committee Meetings for 2019-20

Recommendation to Council:

That the proposed timetable of Council and Committee meetings for the 2019-20 municipal year, as set out in Appendix 1 to this report, be approved.

Reason for Recommendation:

To assist with the preparation of individual committee work programmes and new Councillor induction programme following the Borough Council elections in May 2019.

1. Purpose of Report

- 1.1 To adopt a timetable of Council and Committee meetings for the 2019-20 municipal year.

2. Strategic Framework

- 2.1 Adoption of a timetable of meetings will enable key decisions to be programmed that will assist in working towards the delivery of the Council's vision and mission as set out in the revised Corporate Plan.

3. Main considerations

- 3.1 A draft timetable of meetings for the 2019-20 municipal year is attached as **Appendix 1** for the Council's consideration.
- 3.2 Subject to the outcome of the Council's consideration of Item 9 on this agenda (Executive Advisory Boards – Proposed Revised Remits to reflect Corporate Plan Themes), reference in **Appendix 1** to this report to the *Borough, Economy & Infrastructure EAB* should be amended to read "*Place-Making and Innovation EAB*"; and the *Society, Environment & Council Development EAB* should read "*Community EAB*".

4. Financial Implications

4.1 There are no significant financial implications arising from this report.

5. Legal Implications

5.1 In accordance with the Local Government Act 1972 (as amended), the Council is required to give public notice of meetings of the Council and its committees.

6. Human Resource Implications

6.1 There are no significant human resource implications arising from this report.

7. Background Papers

None

8. Appendices

Appendix 1: Draft timetable of Council and committee meetings for 2019-20

DRAFT TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS FOR THE 2019-20 MUNICIPAL YEAR

APPENDIX 1

MEETING	PROPOSED DAY AND TIME	2019									2020				
		MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	
Council	Tuesday 7:00 p.m.	8+ 14\$		23			8		3			5£ 25(r)		7	13+
Executive	Tuesday 7:00 p.m.	21	18	16	27	24	22	26			7 21	18	24	21	
Borough, Economy & Infrastructure EAB	Monday 7:00 p.m.	20		1		2	14					17		6	
Society, Environment & Council Development EAB	Thursday 7:00 p.m.	16		4		5	17					13		2	
Joint Executive Advisory Board (EAB) Meeting	7:00pm								20 (w)		9 (Th)				
Overview & Scrutiny Committee	Tuesday 7:00 p.m.		4	9		10		12			14		3	14	
Planning Committee	Wednesday 7:00 p.m.	22	19	17	14	11	9	6	4		8 29	26	25	22	
Licensing Committee	Wednesday 7:00 p.m.	29		24		25		27			6 (m)		23 (m)		
Corporate Governance and Standards Committee	Thursday 7:00 p.m.		13	25		19		19 (Tu)			16		26		

Notes:

+ Annual Council meeting at the Guildhall at 12 noon on Wednesday 8 May 2019 and on Wednesday 13 May 2020

\$ Selection Council meeting on Tuesday 14 May 2019 to agree terms of reference and composition of, and make appointments to, committees

£ Budget Council meeting on Wednesday 5 February 2020

(r) Reserve date for Budget Council meeting on Tuesday 25 February 2020 if Surrey Police & Crime Panel vetoes the Police & Crime Commissioner's precept for 2020-21

(m) Monday (w) Wednesday (Th) Thursday

School Holidays: Spring half term: 27 to 3 June 2019? / Summer: 22 Jul to 2 Sep 2019? / Autumn half term: 21 to 28 Oct 2019? / Xmas: 18 Dec 2019 to 2 Jan 2020?

Half term: to Feb 2020/Easter: April to April 2020 ALL SCHOOL TERM DATES TBA