

Executive Report

Ward(s) affected: All

Report of Director of Finance

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## Draft Timetable of Council and Committee Meetings for 2020-21

### Recommendation to Executive:

That full Council approves the proposed timetable of Council and Committee meetings for the 2020-21 municipal year, as set out in Appendix 1 to this report.

### Reason for Recommendation:

To assist with the preparation of individual committee work programmes.

### 1. Purpose of Report

- 1.1 To adopt a timetable of Council and Committee meetings for the 2020-21 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 2020-21 municipal year is attached as **Appendix 1** for the Council's consideration.
- 3.2 It is suggested that, for the Planning Committee, no meeting be scheduled for August 2020, but that an additional meeting be included on 16 September if it is necessary to deal with any planning applications urgently as a consequence of the August break. If the additional meeting is not required, it will be cancelled.

### 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 2020-21

# DRAFT TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS FOR THE 2020-21 MUNICIPAL YEAR

## APPENDIX 1

MEETING	PROPOSED DAY AND TIME	2020									2021				
		MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	
<b>Council</b>	Tuesday 7:00 p.m.	13+ 19\$		28			6		8			10£ 23R		13	12+
<b>Executive</b>	Tuesday 7:00 p.m.	26	23	21	25	22	27	24			5 26	16	23	20	
<b>Place Making and Innovation EAB</b>	Monday 7:00 p.m.	25		6		7	12					15		1	
<b>Community EAB</b>	Thursday 7:00 p.m.	21		9		10	15					18		12	
<b>Joint Executive Advisory Board (EAB) Meeting</b>	7:00pm							11 (w)			7 (Th)				
<b>Overview &amp; Scrutiny Committee</b>	Tuesday 7:00 p.m.		2	7		15		10			19		2	19 (m)	
<b>Planning Committee</b>	Wednesday 7:00 p.m.	20	17	29		2 16	7	4	2		6	3	3 31	28	
<b>Licensing Committee</b>	Wednesday 7:00 p.m.	27		22		23		25			11 (mon)		24		
<b>Corporate Governance and Standards Committee</b>	Thursday 7:00 p.m.	18		30		24		19			14		25		
<b>Guildford Joint Committee</b>	Wednesday 7:00 p.m.			1		30			9				17		

**Notes:**

+ Annual Council meeting at the Guildhall **at 12 noon** on Wednesday 13 May 2020

\$ Selection Council meeting on Tuesday 19 May 2020 to agree terms of reference and composition of, and make appointments to, committees

£ Budget Council meeting on Wednesday 10 February 2021

(r) Reserve date for Budget Council meeting on Tuesday 23 February 2021 if Surrey Police & Crime Panel vetoes the Police & Crime Commissioner's precept for 2021-22

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

School Holidays: Spring half term: 25-29 May 2020 / Summer: 22 Jul to 1 Sep 2020 / Autumn half term: 26-30 Oct 2020 / Xmas: 18 Dec 2019 to 4 Jan 2021

Half term: 15-19 Feb 2021 / Easter: 01 April to 19 April 2021