

Executive Report

Ward(s) affected: All

Report of Director of Resources

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## Draft Timetable of Council and Committee Meetings for 2018-19

### Recommendation to Executive:

The Executive is asked to recommend that Council (10 October 2017) approves the proposed timetable of Council and Committee meetings for the 2018-19 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 2018-19 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 2018-19 municipal year is attached as **Appendix 1** for the Executive's consideration.
- 3.2 At the time of writing this report, the dates of meetings of the Guildford Local Committee for 2018-19 have not been fixed by Surrey County Council.

### 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 2018-19

# DRAFT TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS FOR THE 2018-19 MUNICIPAL YEAR

## APPENDIX 1

MEETING	PROPOSED DAY AND TIME	2018									2019				
		MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	
<b>Council</b>	Tuesday 7:00 p.m.	9+ 15\$		24			9		4			6£ 26(r)		9	8+
<b>Executive</b>	Tuesday 7:00 p.m.	22	19	17	28	25	23	27			8 22	19	26	23	
<b>Borough, Economy &amp; Infrastructure EAB</b>	Monday 7:00 p.m.	21		2		3	15					18		8	
<b>Society, Environment &amp; Council Development EAB</b>	Thursday 7:00 p.m.	17		5		6	18					14		4	
<b>Joint Executive Advisory Board (EAB) Meeting</b>	7:00pm							21(w)			10 (Th)				
<b>Overview &amp; Scrutiny Committee</b>	Tuesday 7:00 p.m.		5	10		11		13			15		5	16	
<b>Planning Committee</b>	Wednesday 7:00 p.m.	23	20	18	15	12	10	7	5		9 30	27	27	24	
<b>Licensing Committee</b>	Wednesday 7:00 p.m.	30		25		26		28			7(m)		25(m)		
<b>Corporate Governance and Standards Committee</b>	Thursday 7:00 p.m.		14	26		20		29			17		28		

**Notes:**

+ Annual Council meeting at the Guildhall on Wednesday 9 May 2018 and on Wednesday 8 May 2019

\$ Selection Council meeting on Tuesday 15 May 2017 to agree terms of reference and composition of, and make appointments to, committees

£ Budget Council meeting on Wednesday 6 February 2019

(r) Reserve date for Budget Council meeting on Tuesday 26 February 2019 if Surrey Police & Crime Panel vetoes the Police & Crime Commissioner's precept for 2019-20

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

School Holidays: Spring half term: 28 May to 1 Jun 2018/Summer: 23 Jul to 4 Sep 2018/Autumn half term: 22 to 26 Oct 2018/Xmas: 19 Dec 2018 to 3 Jan 2019/

Half term: 18 to 22 Feb 2019/Easter: 5 April to 23 April 2019