

Central Bedfordshire Council

Council

17 January 2019

Calendar of Meetings 2019-21

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This report relates to a decision that is Non-Key

Purpose of this report

The purpose of this report is to seek the Council's approval of the draft Calendar of Meetings for 2019-21.

RECOMMENDATIONS

The Council is asked to:

1. **approve the draft Calendar of Meetings for 2019-21 as set out in Appendix A to this report.**

Overview and Scrutiny Comments/Recommendations

1. This report is not scheduled to be considered by Overview and Scrutiny because full consultation is undertaken on the draft Calendar of Meetings during the course of its preparation, including with the Chairmen of all Overview and Scrutiny and other committees, followed by consideration by Council.

Background

2. For the first time the draft Calendar of Meetings covers a two-year period. It sets out the proposed meeting schedule for the municipal years 2019-20 and 2020-21, together with dates of meetings which occur immediately before and after that period.
3. A copy of the draft Calendar is attached at Appendix A.

4. Preparing a Calendar of Meetings for two municipal years ahead enables effective planning of Council business and preparation of the Executive's Forward Plan. In addition, the Constitution specifies that citizens have the right to attend meetings of the Council, the Executive and its committees and the availability of a Calendar enables citizens to be aware in advance of meeting dates.
5. The draft Calendar has been circulated for comment to the Leader and Deputy Leader of the Council, Group Leaders, Executive Members and Deputies and the chairmen of all committees. In addition, the Chief Executive and all Chief Officers have also been consulted. Whenever possible any suggested amendments have been incorporated into the draft.
6. It should be noted that the draft Calendar only lists those meetings which can or need to be programmed (for constitutional, financial or other reasons). Meetings of other Council bodies, such as the Licensing Sub-Committee and Appointments Sub-Committee, will be arranged as and when necessary.

Council Priorities

7. Having in place effective leadership and political management arrangements for the Authority is critical to the delivery of its priority for a more efficient and responsive Council.

Corporate Implications

Legal Implications

8. The submission of the draft Calendar of Meetings for approval annually by Council complies with the requirements of the Council's Constitution.

Financial and Risk Implications

9. Administration of the proposed meetings can be met within existing budgets.

Equalities Implications

10. Central Bedfordshire Council has a statutory duty to promote equality of opportunity. The availability of a Calendar enables citizens to be aware in advance of meeting dates and to make arrangements to participate in the democratic process.

Conclusion and next Steps

11. Approving the draft Calendar will assist the Council and its Members to undertake their duties and enable citizens to attend and participate in the democratic process.
12. Following approval of the draft Calendar the dates will be published on the Council's website and paper copies of the Calendar will be made widely available.

Appendix A: Draft Calendar of Meetings 2019-2021

Background Papers

The following background papers, not previously available to the public, were taken into account and are available on the Council's website:

None

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