

**LONDON BOROUGH OF TOWER HAMLETS**

**COUNCIL MEETING**

**WEDNESDAY 22<sup>nd</sup> APRIL 2009**

**PROGRAMME OF MEETINGS 2009/10**

**REPORT OF THE SERVICE HEAD,  
DEMOCRATIC SERVICES**

**1. Summary**

- 1.1 This report requests the Council to agree the programme of Council, Committee and other meetings for the forthcoming municipal year.

**2. Recommendation**

- 2.1 The Council is **recommended** to approve the proposed programme of meetings for the municipal year 2009/10 as set out in the appendix to the report.

**3. Background**

- 3.1 Attached as an appendix to this report is the draft programme of meetings for the Council, Cabinet, main committees and panels for the municipal year 2009/10.
- 3.2 The draft programme broadly follows the pattern established in previous years in terms of frequency of meetings, start times and meeting days for the various committees, adapted to address any issues that have arisen during the year and taking into account officer advice on service requirements.
- 3.3 Key points to note in relation to 2009/10 include:-
- Council Meetings have been scheduled taking into account the timetable for Budget and Policy Framework items. There is no longer a requirement to produce a Best Value Performance Plan before 30<sup>th</sup> June so the early summer Council meeting has been moved back to 15<sup>th</sup> July (the last full week of the school term) to reduce the gap to the October meeting and achieve a more even distribution of meetings through the year.
  - The Budget Council Meeting is programmed for 3<sup>rd</sup> March 2010. As in the current year, an additional Council Meeting is scheduled (in late January) to conduct 'ordinary' business.

- As far as possible meetings are avoided during the school summer holidays and the major political party conferences.
- Ramadan falls from approximately 22<sup>nd</sup> August to 21<sup>st</sup> September 2009. Meetings during Ramadan are minimised and where they are necessary a 5.30 p.m. start time is proposed to enable them to end before Iftar.
- The notice of election for the 2010 Borough Elections will be published on 29<sup>th</sup> March. No full Council meeting has been scheduled after this date and other meetings are kept to a minimum.
- Appeals Committee is now programmed to meet on a monthly basis, but reflecting the continuing high number of hearings, the Licensing Sub-Committee has been scheduled fortnightly and meetings are split between Tuesdays and Thursdays to address Member availability. This Sub-Committee, along with the Development and Strategic Development Committees, will continue to meet during August to avoid delay to the regulatory work of the authority.
- The Pensions Committee has agreed that Investment Panel meetings will be held immediately before the Committee to facilitate Member attendance.

#### **4. Observations of the Chief Financial Officer**

4.1 There are no specific financial comments arising out of this report.

#### **5. Concurrent Report of the Assistant Chief Executive (Legal)**

5.1 There are no specific legal implications arising out of this report.

#### **6. Implications for One Tower Hamlets**

6.1 Whilst drawing up this schedule of meetings, consideration has been given where possible to avoiding school holidays, known religious holidays and other important dates.

#### **7. Anti-Poverty Implications**

7.1 There are no anti-poverty implications arising from the proposals in this report.

#### **8. Risk Management Implications**

8.1 The Council needs to have in place a programme of meetings to ensure effective and efficient decision-making arrangements.

#### **9. Strategic Action for a Greener Environment**

9.1 No implications arising from this report.

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#### **LOCAL GOVERNMENT ACT, 2000 (SECTION 97)**

#### **LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT**

Brief description of "background paper"	Name and telephone number of holder and address where open to inspection
None.	

## APPENDIX A - DRAFT PROGRAMME OF MEETINGS FOR THE 2009/2010 MUNICIPAL YEAR

	USUAL MEETING DAY	MAY '09	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
COUNCIL	WEDNESDAY (7.30pm)	20 (Annual meeting)		15			14		9	27		3 (Budget), 24		26 (Annual meeting)
CABINET	WEDNESDAY (5.30 pm)	6	10	1, 29		2	7	4	2	13	10	10	7	
OVERVIEW & SCRUTINY COMMITTEE	TUESDAY (7.00pm)	5	9, 30	28		1 (5.30 pm)	6	3	1	12	9	9	6	
HEALTH SCRUTINY PANEL	TUESDAY (6.30pm)		16	21			20			26		23		
STRATEGIC DEVELOPMENT COMMITTEE	THURSDAY (7.30pm)	14	25	30		24		5	17	28		11	22	
DEVELOPMENT COMMITTEE	WEDNESDAY (7.30pm)		3	8	5	2 (5.30 pm), 30	28	25		6	4 (Thur)	3, 31	28	
LICENSING COMMITTEE	TUESDAY (7.30pm)		2			29			15			23		
LICENSING SUB COMMITTEE	TUESDAY OR THURSDAY (6.30pm)	14	16	2, 14, 30	11, 27	8, 24	8, 20	5, 17	1, 17	14, 26	11, 23	11, 25	6, 22	

	USUAL MEETING DAY	MAY '09	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
STANDARDS COMMITTEE	TUESDAY (7.30pm)			14			20			19			13	
APPEALS COMMITTEE	MONDAY (7.00pm)	11	1	6	3	7 (5.30 pm)	5	2	7	11	8	8	12	
GENERAL PURPOSES COMMITTEE	WEDNESDAY (7.30pm)		17			30			16			16 (Tues)		
AUDIT COMMITTEE	TUESDAY (7.30pm)		29 (Mon)			29			15			30		
HUMAN RESOURCES COMMITTEE	WEDNESDAY (6.30pm)	13		22			21			20		17		
PENSIONS COMMITTEE	THURSDAY (7.30pm)		11		13			19			17 (Wed)			
INVESTMENT PANEL	THURSDAY (5.30pm)		11		13			19			17 (Wed)			
GRANTS PANEL	THURSDAY (6.30pm)		11				15					18, 25		

**NOTES:**

- BUDGET & COUNCIL TAX SETTING: Statutory deadline 11<sup>th</sup> March. Date of meeting set to enable receipt of GLA precept information.
- ELECTIONS: European Parliament: Thursday 4<sup>th</sup> June 2009  
Borough elections: Thursday 6<sup>th</sup> May 2010 (Notice of election: 29<sup>th</sup> March 2010)
- EASTER 2010: Good Friday 2<sup>nd</sup> April 2010, Easter Monday 5<sup>th</sup> April 2010.
- RAMADAN provisional dates: 22<sup>nd</sup> August 2009 to 21<sup>st</sup> September 2009
- EID-UL-ADHA provisional date: 27<sup>th</sup> November 2009, ASHURA: 27<sup>th</sup> December 2009