


Non-Executive Report of the:  <b>Council</b>  23 March 2016	 <b>TOWER HAMLETS</b>
<b>Report of:</b> Corporate Director, Law, Probity & Governance	<b>Classification:</b> Unrestricted
Committee Calendar 2016/17	

<b>Originating Officer(s)</b>	Matthew Mannion, Committee Services Manager
<b>Wards affected</b>	All wards

### Summary

This report proposes a calendar of Council, committee and other meetings for the forthcoming municipal year 2016/17. A period of consultation has taken place with Members and officers and Council are now asked to confirm the proposed meeting dates. The calendar of meetings is presented in Appendix One to this report.

### Recommendations:

The Council is recommended to:

1. Approve the proposed calendar of meetings for the municipal year 2016/17 as set out in Appendix A.
2. To delegate to the Director, Law, Probity and Governance the authority to agree meeting dates for any new Committees or Panels that are set up subsequent to this report being presented to Council, subject to appropriate consultation with Members.

### 1. REASONS FOR THE DECISIONS

- 1.1 The Council Procedure Rules provide for the Council to agree a programme of meetings for each municipal year. This is normally done at the last ordinary meeting of the Council in each municipal year and there is provision for the calendar to be revised subsequently at the Annual meeting if necessary.

### 2. ALTERNATIVE OPTIONS

- 2.1 There are no alternative options.

### **3. DETAILS OF REPORT**

- 3.1 The draft calendar presented at Appendix A to the report follows the same pattern of meetings set in previous years in terms of frequency of meetings, start times and meeting days, adapted to address issues that have arisen during the year or during consultation.
- 3.2 As in previous years efforts have been made to avoid holding meetings during school holidays, with particular reference to August. However, it is necessary for some meetings to be held especially in relation to regulatory matters.
- 3.3 Following the original proposals for 2015/16, one fewer Cabinet meetings have been scheduled for May-July resulting in 11 for the year. However, there will continue to be 12 Overview and Scrutiny Committee (OSC) meetings with 11 shadowing Cabinet and one arranged separately. The OSC meetings will now be held the Wednesday of the week before Cabinet as opposed to the night before Cabinet to allow more time to respond to pre-decision scrutiny questions and call-in reports.
- 3.4 Following a number of requests, it is proposed to bring forward the start time of Full Council meetings from 7:30pm to 7:00pm.
- 3.5 Regular Member Development Training Dates have also been scheduled throughout the year.
- 3.6 As Members will be aware, any subsequent requests to change dates of meetings of Committees following approval of the Committee Calendar by Council, or to set up Special Meetings of the Committees, are subject to consultation with the Chair(s) of the Committees and the relevant members.
- 3.7 Discussions are ongoing about a number of potential changes or additions to the Committee structure. Should any of these be agreed the Calendar of Meetings will be adjusted. A new Calendar will be presented at the AGM if required but it is also proposed to provide delegated authority to the Director, Law, Probity and Governance to agree any new meeting dates should that be required.

### **4. COMMENTS OF THE CHIEF FINANCE OFFICER**

- 4.1 There are no specific financial comments arising from this report.

### **5. LEGAL COMMENTS**

- 5.1 There are no specific legal comments arising from this report.

**6. ONE TOWER HAMLETS CONSIDERATIONS**

6.1 In collating this schedule of meetings, consideration has been given where possible to avoiding school holidays, known religious holidays and other dates which could inhibit attendance or participation by one or more section(s) of the borough's community.

**7. BEST VALUE (BV) IMPLICATIONS**

7.1 No implications arising from this report.

**8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT**

8.1 No implications arising from this report.

**9. RISK MANAGEMENT IMPLICATIONS**

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

**10. CRIME AND DISORDER REDUCTION IMPLICATIONS**

10.1 No implications arising from this report.

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**Linked Reports, Appendices and Background Documents**

**Linked Report**

- None

**Appendices**

- Appendix A – Proposed Calendar of Committee Meeting dates

**Local Government Act, 1972 Section 100D (As amended)**

**List of “Background Papers” used in the preparation of this report**

List any background documents not already in the public domain including officer contact information.

- None

**Officer contact details for documents:**

- Matthew Mannion, Committee Services Manager x4651