

Executive Summary and Recommendations

Date: 21 October 2008

Subject: Programme of Meetings 2009/10

Summary of this Report

This report sets out the draft Programme of Meetings for the Municipal Year 2009/10 in respect of Council Meetings and the Council's Committees.

Recommendations

1. That the Council be recommended to approve the programme for Council Meetings for the 2009/10 Municipal Year, as follows:

15 July 2009, 4 November 2009, 27 January 2010, 3 March 2010 (Council Tax), 28 April 2010 and 19 May 2010 (Annual).
2. That the Programme of Meetings in respect of Committees/Sub-Committees set out in Appendix A be approved.



City of Westminster

General Purposes Committee Report

Item No:	
Date:	21 October 2008
Classification:	For General Release
Title of Report:	Programme of Meetings 2009-10
Report of:	Director of Legal and Administrative Services
Wards involved:	None
Policy context:	Management of the Council
Financial summary:	No financial implications arising from this report
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3. Background

- 3.1 The programme of meetings is broadly in accordance with that for the current municipal year. However attention is drawn to the following:

(a) Cabinet Meetings

The dates of Cabinet Meetings are within the remit of the Leader of the Council. It is intended that the Cabinet will continue to be scheduled to meet on a monthly basis, except in May and August. The dates have been agreed with the Leader and will be included in the Council Diary.

(b) Policy and Scrutiny Committees

- (i) Each of the five P&S Committees has four programmed meetings. Task Groups meetings are arranged as and when required.
- (ii) The WSC Members have been consulted on the programme of Policy and Scrutiny meetings and have confirmed that they are happy with them.

(c) Other Committees

- (i) Meetings of the Planning and City Development Committee will continue to be held monthly, generally on the first Thursday of each month. The Planning Applications Sub-Committee will continue to meet on the remaining Thursdays. A programme of meetings for the recently established Planning (Briefs and LDF) Sub-Committee has been included.
- (ii) Meetings of the Licensing Sub-Committees are proposed to be held on Thursdays as has been the case for Licensing Sub-Committees for sometime. Whilst the number of items submitted to the Licensing Sub-Committees has reduced, there is still on average 5/6 applications per meeting. The statutory timeframe in which applications are required to be considered requires meetings to be programmed on a weekly basis. There is the option to cancel meetings if there is insufficient business.

Three meetings of the Licensing Committee, have also been included.

(d) Council Meetings

The programme for meetings of the full Council is again based broadly on that for the last year. These are recommended for approval by the full Council.

- 3.2 The Chief Whips of the Majority and Minority Parties have been consulted on the whole of the draft programme. As usual the programme has been drawn up to allow for a period free of main Committees during the party conference season and also allows for the programming of party group meetings. Regard has also been had to significant religious holidays.

4. Legal implications

Dates for the making of the Council Tax, approval of the Council Tax base and the date of the Annual Council Meeting are governed by legal requirements. The dates proposed for Council meetings enable such requirements to be met.

5. Other Implications

None.

If you have any queries about this report or wish to inspect one of the background papers please contact Mick Steward on 020 7641 3134; Fax No. 020 7641 2917; Email msteward@westminster.gov.uk

Background Papers

Programme of Meetings 2008/09.

PROGRAMME OF MEETINGS 2009 – 2010

	May 09	June 09	July 09	Aug 09	Sept 09	Oct 09	Nov 09	Dec 09	Jan 10	Feb 10	March 10	April 10	May 10
Council	13 (Annual)		15				4		27		3	28	19 (Annual)
Cabinet		8	6		14	12	9	7	18	22	15	12	
WSC			7			19			25			26	
Built Environment		2			15			1			17		
Children & Young People		9			16			8			23		
Resources & Corporate Services		16			22			2			31		
Health & Community Services		30			23			9				13	
Crime & Disorder		15				14			19			14	
Audit & Performance		29			17					2		15	
General Purposes			1			21				10			
Standards			13			27					11		
Superannuation Investments	27				2		25			17			27

PROGRAMME OF MEETINGS 2009 – 2010

	May 09	June 09	July 09	Aug 09	Sept 09	Oct 09	Nov 09	Dec 09	Jan 10	Feb 10	March 10	April 10	May 10
Licensing Committee			22				4				10		
Planning Sub-Committee (Briefs & LDF)	25		20		21			14					
Health Task Group		11			10		12		21		18		
MyWestminster Forums	12 South 14 Marylebone 20 West End	4 Bayswater 10 Maida Vale 12 SJW				13 South 15 Marylebone 20 West End 22 Bayswater	3 Bayswater 11 Maida Vale 17 SJW			9 South 11 Marylebone 23 West End 25 Bayswater	4 Maida Vale 9 SJW		
Planning	Meetings held every Thursday commencing at 6.30pm. No meeting on Maundy Thursday or Christmas/New Year												
Licensing	Meetings generally held every Thursday commencing at 10.00am.												