



City of Westminster

Committee Report

Meeting:	General Purposes Committee
Date:	20 October 2010
Status:	General Release
Title:	Programme of Meetings 2011-12
Wards Affected:	None
Policy Context:	Management of the Council
Financial Summary:	There are no financial implications arising from this report
Report of:	Head of Legal & Democratic Services

1. Executive Summary

- 1.1 This report sets out the draft Programme of Meetings for the Municipal Year 2011/12 in respect of Council Meetings and the Council's Committees.

2. Recommendations

1. That the Council be recommended to approve the programme for Council Meetings for the 2010/11 Municipal Year, as follows:

20 July 2011, 2 November 2011, 25 January 2012, 7 March 2012 (Council Tax), 25 April 2012 and 16 May 2012 (Annual).
2. That the Programme of Meetings in respect of Committees/Sub-Committees set out in Appendix A be approved.

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, who has confirmed these dates. There is provision for additional meetings and for the use of urgency procedures should the need arise. These dates are included here for information.

(b) Policy and Scrutiny Committees

- (i) Each of the six P&S Committees has four programmed meetings with the Westminster Scrutiny Commission meeting on 3 occasions.
- (ii) The WSC Members have been consulted on the programme of Policy and Scrutiny meetings and the programme reflects the comments received.

(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.
- (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 of 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 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 given to significant religious holidays and school holidays where these are known.

4. Legal Implications

4.1 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

5.1 None.

If you have any queries about this Report or wish to inspect any of the Background Papers please contact: Mick Steward,

BACKGROUND PAPERS

Programme of Meetings 2010/11.

PROGRAMME OF MEETINGS MAY 2011 – MAY 2012

	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 2011	Nov 2011	Dec 2011	Jan 2012	Feb 2012	March 2012	April 2012	May 2012
Council	4, 18 (Annual)		20				2		25		7	25	16 (Annual)
Cabinet		27				17		12		20		16	
WSC			5				9				20		
Built Environment, Business Enterprise & Skills		7			13			6			5		
Children & Young People		14			20			13			13		
Finance & Resources		8			19			14			19		
City Management		22				11			16		27		
Housing & Community Services			11			24			17			17	
Society, Families & Adults			18				15			6		22	
Audit & Performance		28			22		24			8	29		

PROGRAMME OF MEETINGS MAY 2011 – MAY 2012

	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 2011	Nov 2011	Dec 2011	Jan 2012	Feb 2012	March 2012	April 2012	May 2012
General Purposes			6			20				21			
Standards			13				8				12		
Superannuation		1			6		23			15			
Licensing Committee			13				16				14		
Area Forums	11					13				6			
South													
Marylebone	16					10				23			
West End	26					31				27			
Bayswater		13					7				6		
Maida Vale		15					17				15		
St John's Wood		23					21				21		
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.												