



Full Council
26 May 2010

**Report from the
Democratic Services Manager**

For Action

Wards Affected:
None

Municipal Calendar of Meetings 2010/2011

1. Summary

- 1.1 This report presents a draft calendar of meetings for the Municipal Year 2010/2011 (Appendix 1). It reflects the structure currently contained in the Council's constitution.

2. Recommendations

- 2.1 That Members agree in principle the dates for Full Council and other meetings to take place during the Municipal Year 2010/2011, as attached in Appendix 1.
- 2.2 That the Democratic Services Manager be authorised to make any subsequent alterations deemed necessary to the calendar during the course of the municipal year, subject to the usual consultation.

3. Staffing Implications

- 3.1 There are none specific to this report.

4. Financial Implications

- 4.1 There are none specific to this report.

5. Detail

- 5.1 Members are asked to agree the dates in the draft calendar of meetings for the municipal year 2010/2011, on which the Council, and its Committee/Sub-Committee meetings, meetings of the Executive and other bodies should be held.

- 5.2 In general, meetings of Council and the Executive are on Mondays whilst most other meetings are on Tuesdays and Wednesdays. With the exception of the Fostering Panel, Fridays are avoided entirely and Thursdays if possible.
- 5.3 As a basis for putting together the calendar, an attempt has been made to avoid clashes of appointments for Members on the basis of memberships of committees in 2009/10. However, memberships are now open to significant change and so in some cases it will be necessary to review the frequency of any clashes.
- 5.4 The usual religious holidays have been included on the calendar and meetings have not been arranged on those evenings where it has been deemed inappropriate to hold meetings.
- 5.5 For information purposes the calendar also lists some events organised by other bodies such as the Brent Housing Partnership Board.
- 5.6 The dates of the meetings of the full Council are as follows:
12th July 2010
13th September 2010
11th October 2010
22nd November 2010 (First Reading of Budget)
24th January 2011
28th February 2011 (Council Tax and Budget Setting)
11th May 2011 (Annual Meeting – Mayor Making)
16th May 2011 (Special meeting of Council - Constitution and Appointments)
- 5.7 Meetings of the Executive are aligned with publication of the Forward Plan and call-in dates to give a coherent pattern. Meetings of the Forward Plan Select Committee have been scheduled to fall in between Executive meetings.
- 5.8 In general, August has been left clear of meetings, except for meetings of the Adoption and Permanency Panel, the Fostering Panel and one meeting of the Executive that has been scheduled for the 23rd August 2010, the Planning Committee on 18th August 2010 and the Forward Plan Select Committee on 11th August 2010.
- 5.9 Provision has been made for Member Development activities throughout the municipal year and dates of events taking place early in the year are included. Later dates and the specific training activities will be confirmed in due course. These events generally commence at 7.00pm.
- 5.10 An Overview and Scrutiny programme has been scheduled, including five meetings each for the Overview and Scrutiny Committee, Children and Families Overview and Scrutiny Committee, Performance and Finance Select Committee, Health Select Committee and 7 meetings of the Budget Panel.

- 5.11 Meetings of the Welsh Harp Joint Consultative Committee will be held in Barnet in 2010/11. The dates shown for these meetings also have to be agreed by Barnet Council.
- 5.12 Meetings of the Trading Standards Joint Consortium have been provisionally calendared with three meetings scheduled for the year. The meetings will be held alternatively in Brent and Harrow with the first meeting of the 2010/2011 year scheduled to take place in Brent. The dates shown for these meetings also have to be agreed by Harrow Council.

6. Background Information

London Borough of Brent Municipal Calendar 2009/2010
Report No. /01 Municipal Calendar of Meetings 18th May 2009
BBC Calendar of Religious Festivals

Anyone wishing to inspect the above documents should contact:
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