

	<p style="text-align: center;"><b>Full Council</b> 21<sup>st</sup> May 2007</p> <p style="text-align: center;"><b>Report from the Democratic Services Manager</b></p>
<p>For Action <span style="float: right;">Wards Affected: ALL</span></p>	
<p style="text-align: center;"><b>Municipal Calendar of Meetings 2007/2008</b></p>	

**1. Summary**

- 1.1 This report presents a draft calendar of meetings for the municipal year 2007/2008 (Appendix 1). It reflects the structure currently contained in the Council's constitution.

**2. Recommendation**

- 2.1 Members are asked to agree in principle the dates for the Municipal Year 2007/2008, as attached in Appendix 1, subject to subsequent changes to be agreed by Council.

**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 2007/2008, on which the Council, and its Committee/Sub-Committee meetings and meetings of the Executive should be held.

- 5.2 In general, meetings of Council and the Executive are on Mondays whilst most other meetings are on Tuesdays and Wednesday. With the exception of the Fostering Panel, Fridays are avoided entirely and Thursdays if possible.
- 5.3 In general attempts are made to avoid clashes of appointments for Members.
- 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:
- 25<sup>th</sup> June 2007
  - 10<sup>th</sup> September 2007
  - 29<sup>th</sup> October 2007
  - 26<sup>th</sup> November 2007 (First Reading of Budget)
  - 21<sup>st</sup> January 2008
  - 3<sup>rd</sup> March 2008 (Council Tax and Budget Setting)
  - 14<sup>th</sup> May 2008 (Annual Meeting – Mayor Making)
  - 19<sup>th</sup> May 2008 (Special meeting of Council – Constitution and Appointments)
- 5.7 Meetings of the Executive have been tied with 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, however there are a few arranged including one meeting of the Executive that has been booked for the 6<sup>th</sup> August 2007, a meeting of the Forward Plan Select Committee has been arranged for the 21<sup>st</sup> August 2007 and a meeting of the Planning Committee for 15<sup>th</sup> August 2007.
- 5.9 Provision has been made for Member Development Training activities throughout the municipal year 2007/2008 and the specific training activities will be confirmed in due course. These events are likely to commence at 7.00pm.
- 5.10 A full Overview and Scrutiny programme has been scheduled with 6 meetings each for the Overview and Scrutiny Committee, Children and Families Overview and Scrutiny Committee, Performance and Finance Select Committee and 7 meetings of the Budget Panel.
- 5.11 The new Audit Committee has also been calendared with 4 meetings spread throughout the year.

- 5.12 Meetings of the Welsh Harp Joint Consultative Committee will this year be held in Brent. Dates for these meetings also have to be agreed by Barnet Council.
- 5.13 Meetings of the Trading Standards Joint Consortium have been calendared with 3 meetings scheduled for the year. The meetings will be held alternatively in Brent and Harrow with the first meeting of the 2007/2008 year scheduled to take place in Harrow. The proposed dates are subject to confirmation by Harrow.

## **6. Background Information**

London Borough of Brent Municipal Calendar 2006/2007  
Report No. /01 Municipal Calendar of Meetings 22<sup>nd</sup> May 2006  
SHAP Calendar of Religious Festivals

Anyone wishing to inspect the above documents should contact:  
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**PETER GOSS**  
**DEMOCRATIC SERVICES MANAGER**