

Body: Council
Date: 19 November 2008
Subject: Calendar of Meetings 2010/11
Report of: Local Democracy Manager

Ward(s): All

Purpose: To propose the calendar of meetings for 2010/11.

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Recommendations: **(1) That the calendar for 2010/11, as shown in the appendix to this report, be approved (subject to final ratification at the Council's next annual meeting).**

(2) That Council agree new dates for the 2010 annual meeting and late Spring ordinary meeting so as to avoid a potential clash with a general election on 6 May.

1.0 Introduction

1.1 It is usual at this time of the year to approve the Council's calendar of meetings for the council year commencing the following May.

2.0 Calendar for 2010/11

2.1 A draft calendar is appended to this report. The calendar of meetings follows the pattern of previous years with a similar frequency of meetings. Proposed changes as compared with the 2009/10 calendar are detailed below.

2.2 Annual Council

2.2.1 As there are no Eastbourne council elections in 2010 there is greater flexibility in fixing the date of the annual meeting. In 2011, which is an election year, the date has to be fixed within a prescribed period after the date of election.

2.2.2 The legal requirements for holding annual meetings are set out in Schedule 12 of the Local Government Act 1972. In years when no ordinary elections

are held a date may be fixed on any day in March, April or May. In an election year, the annual meeting must be on the 8th day after the day of retirement of councillors or such other day within the 21 days immediately following the day of retirement as the council may fix (the day of retirement is the 4th day after the day of election). The Council may set a time of their own choosing (or if no time is fixed the meeting is to be held at noon).

- 2.2.3 When the calendar was approved at the last annual meeting it was not then known when a general election might be held. The last day by which a general election must be held is Thursday 3 June 2010. More recently the date 6 May 2010 has been widely suggested as to the likely date. This is the date on which a large number of local council elections will take place across the country including those for London boroughs (in East Sussex only Hastings will have elections on this date).
- 2.2.4 The 6 May 2010 is however the date originally fixed for the annual meeting and the late Spring ordinary meeting. Members will recall that last year it was decided to hold these meetings on the same day in a non-election year. It is suggested that it would be a sensible precaution to move the date of these meetings to ensure they are well clear of the potential election day. The preferred date (following consultation) is 19 May 2010 as this allows for existing Mayoral commitments to be honoured and also ensures that agenda preparation and other arrangements for annual council can take place outside the time of peak election activity (the week before and the week of the election). An alternative option is to return to past practice and hold the ordinary meeting on 21 April and the annual meeting on 19 May 2009. Full Council is now asked to fix a date having regard to these factors and any other relevant considerations.
- 2.2.5 For 2011, the suggested date for the annual meeting is 26 May 2011. Election day is normally fixed as the first Thursday in May (5 May 2011). The last day on which the annual meeting could be held is Monday 30 May 2011 (as per timetabling rules at paragraph 2.2.2 above). It is suggested that the date Wednesday 25 May 2011 is adopted as this allows sufficient time in the immediate aftermath of the election to take account of any changes, obtain Group Leaders' nominations for committee seats and other positions and issue meeting papers. The last ordinary meeting of the preceding year (2010/11) would be held on 20 April 2011.

2.3 Cabinet

- 2.3.1 The date of the December Cabinet has been moved forward by one week in line with the amended arrangements previously agreed for 2009. This will assist budget preparation and allow more time to complete public and stakeholder consultations on the forthcoming Council budget.
- 2.3.2 In addition, an extra meeting date has been scheduled for the special purpose of considering the annual statement of accounts prior to the Audit Committee.

2.4 Planning Committee

- 2.4.1 The date of the April Planning Committee has been moved back by one week in both 2010 and 2011 so as to allow a longer interval between the meeting and expected election dates in these years

3.0 Consultation

- 3.1 Group leaders, other Cabinet members, committee chairmen and the corporate management team received a draft timetable for their information and comment.

4.0 Implications

- 4.1 There are no relevant implications to report in respect of this matter.

David Robinson
Local Democracy Manager

Background Papers:

None.

(der\P:council\09.11.18\calendar of meetings)

Draft Calendar of Meetings April 2010 - May 2011



MEETING:-	TIME	APR	2010 MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	2011 JAN	FEB	MAR	APR	MAY
Borough Elections															5
ANNUAL COUNCIL	6pm	See report.													25
COUNCIL (*motions deadline 11am)	6pm	See report.			21 (*12)		15 (*6)		17 (*8)			23 (*14)		20 (*10)	
AUDIT COMMITTEE	6pm			30			29			8			16		
CABINET	6pm		26	*23	7		1	20		15		9	30		(1June)
Joint Staff Committee	2.30p m			30			8			1			8		
Grants Task Group	6pm										27				
SCRUTINY COMMITTEE	6pm	12			5		6			6		7		11	
PLANNING COMMITTEE	6pm	20	18	15	13	3/31	28	26	30		4	1	1/29	19	24
Conservation Area Advisory	6pm	6	20	29		24		12	23		11	22		5	19
LICENSING COMMITTEES	6pm				19			11			17		21		
STANDARDS COMMITTEE	6pm	13			12			18			24			12	

Cabinet:

*23 June 2010 – special meeting for statement of accounts

Draft submitted to Council on 18 November 2009 for approval.