

WIRRAL COUNCIL

CABINET – 18 MARCH 2010

REPORT OF THE DIRECTOR OF LAW, HR AND ASSET MANAGEMENT

COMMITTEE CALENDAR FOR MUNICIPAL YEAR 2010/11

1. Executive Summary

- 1.1 This report recommends dates for Council, Cabinet and committee meetings for the municipal year 2010/11. The proposed calendar is set out in Appendix A. The report also describes various issues that have been taken into account in compiling it.

2. Factors Affecting the Calendar

- 2.1 The calendar has been prepared on the basis that in 2010/11 there will be the same number of regulatory committees and Overview and Scrutiny Committees. As in previous years these would meet in 5 cycles through the year. A date has also been set aside for the Youth Parliament / Council meeting (12 October). The dates for Cabinet meetings have already been agreed with the Leader in accordance with Executive Procedure Rule 1.6.
- 2.2 In addition to the Council, Cabinet and standing committees, as many other meetings of which I have been made aware have been included, such as those of the Local Strategic Partnership Executive Board and Assembly, as well as dates set aside for pre-Council group meetings and Area Forums.
- 2.3 Dates have been included in the calendar for member training, for which a programme will be drawn up by the Member Training Steering Group.

3. Changes to the Calendar

- 3.1 The attention of all members of the Council is being drawn to this report. They will be asked to let me have any comments that they might have, particularly if they believe there are strong reasons for making any changes to the calendar.
- 3.2 With regard to requests to change dates of meetings during the course of the municipal year, members will be aware that they can cause difficulties. Under the scheme of delegation, I have authority to approve amendments to the calendar after consultation with the leaders of the political groups. In practice, changes are usually left to the relevant committee officer in consultation with the spokespersons, and he/she can be put in an invidious position in trying to explain why a change is

being requested by a single member. Every committee has a panel of deputies, and also should have appointed a Vice-Chair.

4. **Financial implications**

4.1. None arising directly from this report.

5. **Staffing implications**

5.1 None arising directly from this report.

6. **Equal Opportunities / Equality Impact Assessment**

6.1 The scheduling of meetings may have implications for carers and families, depending upon individual circumstances (and for that reason a carer's allowance has been included in the Members' Allowances Scheme), but none specifically for older people, people with disabilities and those from ethnic minorities.

7. **Other implications**

7.1 There are no implications arising directly from this report in relation to social inclusion issues, human rights legislation, Local Agenda 21, community safety, anti-poverty and planning issues.

8. **Local member support implications**

8.1 None arising directly from this report, other than in relation to the dates suggested for meetings of Area Forums.

9. **Background papers**

9.1 None used in the preparation of this report.

10. **Recommendation**

10.1 That the calendar of meetings for the municipal year 2010/11, attached as Appendix A, be approved.

Bill Norman

Director of Law, HR and Asset Management