



**COUNCILLOR
PHIL DAVIES**

CABINET

Monday, 25 February 2019

**DRAFT CALENDAR OF MEETINGS FOR
THE 2019/20 MUNICIPAL YEAR**

Councillor Phil Davies, Leader of the Council - (Overall strategic direction of Council; Lead the Wirral Partnership; Lead Wirral across Liverpool City Region), said:

“This report sets out a programme of meetings for the coming municipal year, allowing the Council to plan its business effectively and enable effective governance and scrutiny of all decisions.”

REPORT SUMMARY

This report recommends draft dates for Council, Cabinet and Committee meetings (“Council meetings”) for the Municipal Year 2019/2020 (Appendix 1). The report also describes various issues that have been taken into account in compiling the draft calendar.

Other meetings that do not constitute a meeting of the Council and therefore don’t require inclusion in the Calendar of Meetings are set out at Appendix 2. Notification of these other meetings is given now so as to enable Members to manage their diaries.

The Wirral Plan: A 2020 Vision sets out a shared partnership vision to improve outcomes for Wirral residents. Delivery of the priorities and outcomes described in the Plan is dependent on the efficient operation of the democratic process to scrutinise and make the decisions required and the requirement for the scheduling of Council meetings which take these decisions.

The decision required is not a key decision.

RECOMMENDATIONS

That Cabinet recommends to Council:

- (a) the relevant draft Calendar of Meetings for the 2019/20 Municipal year set out at Appendix 1 to the report for approval, and unless amended at the meeting of Council on 18 March, 2019, be confirmed as the Calendar of Meetings for the Municipal Year 2019/20;
- (b) the other meetings detailed set out at Appendix 2 be noted and Members diarise those meetings as appropriate.
- (c) any proposed amendments to the Calendar of Meetings and Appendix 2 be submitted to the Director of Governance and Assurance by no later than 10am on Friday, 8 March 2019.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 The Council must approve and publish a Calendar of Meetings for the 2019/20 Municipal Year.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 No other options were considered beyond those outlined in the report.

3.0 BACKGROUND INFORMATION

- 3.1 Members are asked to consider the draft Calendar of Meetings for the Municipal Year 2019/20 and provide details and reasons of any changes (if any) they would like to see to the draft Calendar.
- 3.2 Convening an extraordinary Council meeting or changing a scheduled meeting can often prove difficult given the demands placed upon Members. Matters are compounded by the membership of committees, etc being limited to a specific number of Members (and deputies) which impacts upon availability. It is therefore important that the Calendar of Meetings comprehensively captures Council meetings in such a way that it enables the Council to manage and discharge its functions in a timely and cost effective manner.
- 3.3 Access to information rules and regulations shall apply to meetings detailed in the Calendar of Meetings. However, such rules and regulations do not apply in respect of those meetings detailed in Appendix 2 - Other Meetings.
- 3.4 Dates are not included in the Calendar for Member training. A programme of dates will be drawn up by the Member Development Steering Group in due course and circulated to Members.

4.0 FINANCIAL IMPLICATIONS

- 4.1 The Council is required to ensure there are sufficient resources to administer all Council meetings in accordance with relevant legislation and the Council's Constitution

5.0 LEGAL

- 5.1 It is considered appropriate for the Council to publish a Calendar of Meetings in respect of each Municipal Year.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 The Council is required to ensure there are sufficient resources to administer all Council meetings in accordance with relevant legislation and the Council's Constitution.

7.0 RELEVANT RISKS

7.1 It is not possible to pre-empt or predict the exact number of Council meetings that are required and when they will need to take place. Additional Council meetings will be convened when necessary (and in accordance with the Council's Constitution) to ensure that the Council discharges its duties, obligations and responsibilities.

8.0 ENGAGEMENT / CONSULTATION

8.1 The Leader of the Council has been consulted and has agreed the Cabinet dates. Officers have been consulted in respect of the dates for overview and scrutiny and regulatory committees, some of which involve the signing off of annual accounts.

9.0 EQUALITY IMPLICATIONS

9.1 There are no equality implications.

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APPENDICES

Appendix 1 – Draft Calendar of Meeting for the 2019/20 Municipal Year
Appendix 2 – Other Meetings

BACKGROUND PAPERS

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Council	19 March 2018
Cabinet	26 February 2018
Council	16 May 2017
Standards and Constitutional Oversight Committee	26 April 2017
Council	20 March 2017
Cabinet	27 February 2017
Council	14 March 2016
Cabinet	7 March 2016