

## **WIRRAL COUNCIL**

### **CABINET – 19 MARCH 2009**

#### **REPORT OF THE DIRECTOR OF LAW, HR AND ASSET MANAGEMENT**

#### **COMMITTEE CALENDAR FOR MUNICIPAL YEAR 2009/10**

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##### **1. Executive Summary**

- 1.1 This report recommends dates for Council, Cabinet and committee meetings for the municipal year 2009/10. 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 2009/10 there will be the same number of regulatory committees and, until a decision is made on the number of Overview and Scrutiny Committees, provision has been made for 10. As in previous years these would meet in 5 cycles throughout the year. A date has also been set aside for the Youth Parliament / Council meeting - 13 October, which falls within Local Democracy Week.. 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 and LAA Programme Board, as well as dates set aside for pre-Council group meetings and Area Forums. I was also asked to reserve three dates for an Area Forum Chairs Group, meeting shortly before each cycle of 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 will be 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 in the currently crowded calendar 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, particularly if by an individual member. Every committee has a panel of deputies, and also should have appointed a Vice-Chair, to deal with problems of attendance.

#### **4. Financial implications**

- 4.1. None arising directly from this report, though it should be noted that any reduction in the number of committees could result in a corresponding reduction in the number of special responsibility allowances, and fewer meetings would save on associated costs (printing, refreshment, etc.).

#### **5. Staffing implications**

- 5.1 None arising directly from this report.

#### **6. Equal opportunities implications**

- 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 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. Ward councillors are being consulted on the allocation of those dates.

#### **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 2009/10, attached as Appendix A, be approved.

**Bill Norman**

Director of Law, HR and Asset Management