

Council

27 February 2020

Timetable of Meetings 2020/21

Report by Corporate Head of Democratic and Electoral Services

Relevant Portfolio Holder: Portfolio Holder for Community and Governance

Purpose

The purpose of this report is to seek approval for the timetable of Committees, Panels and similar meetings for 2020/21.

Recommendations

To **Resolve** that -

1. the timetable of meetings for the 2020/21 Municipal Year at **Annex 1** be approved; and
2. the Corporate Head of Democratic and Electoral Services, in consultation with the relevant Committee Chairs, be authorised to make any amendments to the timetable as prove to be necessary during the course of the Municipal Year.

Key Points

- A. The proposed timetable of municipal meetings for 2020/21, attached at **Annex 1**, is broadly similar to the arrangements in the current year. There is again provision for five cycles of Strategic and Neighbourhood Committee meetings and the timetable is sequenced to facilitate the reporting linkages between Committees and other bodies and thereby minimise delay in decision making.
- B. 10 meetings of the Development Control Committee have been scheduled, one less than in the current year, but additional meetings may be arranged at intervals as planning applications come forward.
- C. As the number of meetings exceeds the number of available dates at the relevant times of year, it is proposed to continue the usual practice of holding two Neighbourhood meetings on the same evening. For these purposes, Surbiton and Maldens & Coombe Neighbourhood Committees and those of South of the Borough and Kingston Town continue to be 'twinned', so as to minimise the number of occasions when members of the public are likely to want to attend meetings sitting simultaneously.
- D. The Guildhall will be in use for Kingston University's graduation ceremonies from 14-24 July 2020 and 18-22 January 2021. Major Guildhall based meetings have been avoided in these periods, wherever possible, but there may be isolated occasions when there is a need to take a meeting off site during this time. The usual practice of avoiding, wherever possible, meetings during school holidays, the political party conference season and on Mondays and Fridays has been continued.
- E. The Calendar includes, if known, dates for certain Committees and Panels which set their own schedule such as the Joint Committee for the South London Waste Partnership and the Schools Forum.

Background papers - None

Author of report - Fiona Cotter, Democratic Services Team Leader, Tel; 0208 547 5021, email; fiona.cotter@kingston.gov.uk