

<b><u>MEETING</u></b> <b>GENERAL FUNCTIONS COMMITTEE</b>
<b><u>DATE AND TIME</u></b> <b>MONDAY 23RD MARCH, 2015</b> <b>AT 7.00 PM</b>
<b><u>VENUE</u></b> <b>HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ</b>

Dear Councillors,

Please find enclosed additional papers relating to the following items for the above mentioned meeting which were not available at the time of collation of the agenda.

Item No	Title of Report	Pages
9.	VACANCIES ON SCHOOL GOVERNING BODIES	1 - 2
10.	CALENDAR OF MEETINGS 2015/16	3 - 10

Sarah Koniarski, Governance Officer on 020 8359 7574 or [sarah.koniarski@barnet.gov.uk](mailto:sarah.koniarski@barnet.gov.uk)

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**APPENDIX A (Addendum)**

The Committee is asked to make appointments to fill the vacancies shown shaded grey. Governor Support Service is invited to nominate a representative after a position has been vacant for three months or more.

<b>ST THERESA'S CATHOLIC SCHOOL</b>					
<b>Current Representative &amp; Period of Appointment</b>	<b>Status</b>	<b>Nominations</b>			
		<b>Labour</b>	<b>Conservative</b>	<b>Liberal Democrat</b>	<b>Gov Support</b>
<b>Mrs Colinne Martyn Resigned 29/12/2014</b>	<b>Vacancy</b>				

<b>ST ANDREW'S CE SCHOOL</b>					
<b>Current Representative &amp; Period of Appointment</b>	<b>Status</b>	<b>Nominations</b>			
		<b>Labour</b>	<b>Conservative</b>	<b>Liberal Democrat</b>	<b>Gov Support</b>
<b>Mr C Newton Resigned</b>	<b>Vacancy</b>				

AGENDA ITEM 9

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**General Functions Committee**

**23 March 2015**

<b>Title</b>	<b>Calendar of Meetings 2015/16</b>
<b>Report of</b>	Head of Governance
<b>Wards</b>	All
<b>Status</b>	Public
<b>Enclosures</b>	Appendix A: Calendar of Meeting 2015/16
<b>Officer Contact Details</b>	Salar Rida – Governance Officer (Acting) <a href="mailto:salar.rida@barnet.gov.uk">salar.rida@barnet.gov.uk</a> 0208 359 7113

**Recommendations**

1. That the Committee approve the Calendar of Meetings 2015/16 at Appendix A, subject to: i) any further comments of this Committee; and ii) any further amendments being agreed by the Chairman of the Committee.
2. That the Committee note that Annual Council on 13 May 2015 will be recommended to agree and formally adopt the dates of the meetings as set out in the Calendar of Meetings 2015-2016 at Appendix A.
3. That the Head of Governance be then authorised to facilitate variations in consultation with the Chairman of the relevant Committee.

## **1.1 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

1.1.1 None in the context of this report.

## **1.2 Legal and Constitutional References**

1.2.1 No legal implications in the context of this report.

1.2.2 Council's Constitution, Responsibility for Functions, Annex A – sets out the terms of reference of the General Functions Committee. It is an established custom and practice that the General Functions Committee considers and approves the calendar of meetings prior to final approval at Full Council at their Annual Meeting.

## **1.3 Risk Management**

1.3.1 The early planning and scheduling of formal committee and Council meetings is a vital and integral part of the decision making process. This supports to efficient administration of the Council.

## **1.4 Equalities and Diversity**

1.4.1 Publicising details of Council and Committee meetings will enable the community to forward plan, should they so wish to attend and, if appropriate, address those bodies, in accordance with the Constitution.

## **1.5 Consultation and Engagement**

1.5.1 The draft Calendar has been circulated to Members and officers and comments have been collated as received and appropriate amendments made. The meeting cycle and framework has been scheduled in accordance with the council's governance arrangements, the current referral mechanism and following consultation with stakeholders. The adopted principles include:

- Meetings during August and Party Conference dates have been avoided
- As in previous years, no meetings have been scheduled on Friday evenings and principal religious holidays

1.5.2 The following religious originations have been consulted in the drafting of the calendar of meetings:

- Board of Deputies of British Jew – Calendar of Festivals and Holy Days
- Islamic Important Dates – The London Central Mosque Trust & The Islamic Cultural Centre
- diwali.ygoy.com

1.5.2 Final approval and adoption of the calendar is by Full Council at its Annual Meeting.

## **2. BACKGROUND PAPERS**

2.1 None.

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**APPENDIX A**

**DRAFT Calendar of Meetings 2015/2016 (Draft 5.1 as at 23 March 2015)**

	May 2015	June 2015	July 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	April 2016	May 2016
<b>Council – Annual Meeting</b>	13 <sup>th</sup>												24 <sup>st</sup>
<b>Council</b>			28 <sup>th</sup>			13 <sup>th</sup> 20 <sup>th</sup>		8 <sup>th</sup>	26 <sup>th</sup>		1 <sup>st</sup> (budget)	4 <sup>th</sup>	
<b>Party Group Meetings</b>	4 <sup>th</sup> Sun 10 <sup>th</sup>		23 <sup>rd</sup>			8 <sup>th</sup> Lab: 15 <sup>th</sup> Con: TBC		3 <sup>rd</sup>	4 <sup>th</sup> – 14 <sup>th</sup>	25 <sup>th</sup>			19 <sup>th</sup>
<b>Audit Committee</b>			30 <sup>th</sup>				5 <sup>th</sup>		28 <sup>th</sup>			19 <sup>th</sup>	
<b>Policy and Resources Committee</b>	5 <sup>th</sup> TB cld	2 <sup>nd</sup>	13 <sup>th</sup> 9 <sup>th</sup>		3 <sup>rd</sup> 2 <sup>nd</sup>	14 <sup>th</sup>		1 <sup>st</sup>	12 <sup>th</sup>	16 <sup>th</sup>	22 <sup>nd</sup>		17 <sup>th</sup>
<b>Remuneration Committee</b>		23 <sup>rd</sup>				12 <sup>th</sup>	11 <sup>th</sup>		18 <sup>th</sup>		21 <sup>st</sup>		
<b>Pension Fund Committee</b>			21 <sup>st</sup>			22 <sup>nd</sup>			20 <sup>th</sup>		15 <sup>th</sup>		
<b>General Functions Committee</b>		23 <sup>rd</sup>				12 <sup>th</sup>	11 <sup>th</sup>	2 <sup>nd</sup>	18 <sup>th</sup>		21 <sup>st</sup>		
<b>Health O&amp;SC</b>	11 <sup>th</sup>		6 <sup>th</sup>			20 <sup>th</sup> 13 <sup>th</sup>		7 <sup>th</sup>		8 <sup>th</sup>			16 <sup>th</sup>
<b>Performance and Contract management Committee</b>	12 <sup>th</sup> (Q4)				1 <sup>st</sup> (Q1)		17 <sup>th</sup> (Q2)		7 <sup>th</sup> (business)	15 <sup>th</sup> (Q3)			31 <sup>st</sup> (Q4)
<b>Children, Education, Libraries &amp; Safeguarding Committee</b>		10 <sup>th</sup>	16 <sup>th</sup>		21 <sup>st</sup>		18 <sup>th</sup>		6 <sup>th</sup>		3 <sup>rd</sup>		18 <sup>th</sup>
<b>Adults and Safeguarding Committee</b>		9 <sup>th</sup> 8 <sup>th</sup>	14 <sup>th</sup>		16 <sup>th</sup>		9 <sup>th</sup> 12 <sup>th</sup>		19 <sup>th</sup>		7 <sup>th</sup>		
<b>Environment Committee</b>		11 <sup>th</sup>	15 <sup>th</sup>		24 <sup>th</sup>	4 <sup>st</sup>	10 <sup>th</sup>		11 <sup>th</sup>		8 <sup>th</sup>		12 <sup>th</sup>

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## DRAFT Calendar of Meetings 2015/2016 (Draft 5.1 as at 23 March 2015)

	May 2015	June 2015	July 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	April 2016	May 2016
Assets, Regeneration and Growth Committee		8 <sup>th</sup> 9 <sup>th</sup>			7 <sup>th</sup>		30 <sup>th</sup>				14 <sup>th</sup>		
Housing Committee		29 <sup>th</sup>				19 <sup>th</sup>				1 <sup>st</sup>			11 <sup>th</sup>
Community Leadership Committee		24 <sup>th</sup>			9 <sup>th</sup>		25 <sup>th</sup>				9 <sup>th</sup>		
F & GG Residents Forum and Area Committee			2 <sup>nd</sup>			21 <sup>st</sup>			13 <sup>th</sup>		23 <sup>rd</sup> 30 <sup>th</sup>		
Hendon Residents Forum Area and Committee			2 <sup>nd</sup>			21 <sup>st</sup>			13 <sup>th</sup>		23 <sup>rd</sup> 30 <sup>th</sup>		
Chipping Barnet Residents Forum And Area Committee			2 <sup>nd</sup>			21 <sup>st</sup>			13 <sup>th</sup>		23 <sup>rd</sup> 30 <sup>th</sup>		
Planning Committee	18 <sup>th</sup>	25 <sup>th</sup>	29 <sup>th</sup>		10 <sup>th</sup>	28 <sup>th</sup>	26 <sup>th</sup>	17 <sup>th</sup>	27 <sup>th</sup>	24 <sup>th</sup>	24 <sup>th</sup> 31 <sup>st</sup>		23 <sup>rd</sup>
FGG, CB and Hendon Area Planning Committees		16 <sup>th</sup>	27 <sup>th</sup>		17 <sup>th</sup>	15 <sup>th</sup>	4 <sup>th</sup>	9 <sup>th</sup>	21 <sup>st</sup>	4 <sup>th</sup>	10 <sup>th</sup>		10 <sup>th</sup>
Licensing			20 <sup>th</sup>				23 <sup>rd</sup>						
Constitution, Ethics and Probity Committee		30 <sup>th</sup>					16 <sup>th</sup>				17 <sup>th</sup>		
Welsh Harp JCC (TBC)													
Joint Health O&SC (TBC)													

# APPENDIX A

## DRAFT Calendar of Meetings 2015/2016 (Draft 5.1 as at 23 March 2015)

	May 2015	June 2015	July 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	April 2016	May 2016
<b>Corporate Parenting Advisory Panel</b>	21 <sup>st</sup>				17 <sup>th</sup>			15 <sup>th</sup>		9 <sup>th</sup>			26 <sup>th</sup>
<b>Health &amp; Well-Being Board* 10am</b>		4 <sup>th</sup>	30 <sup>th</sup>		17 <sup>th</sup>		12 <sup>th</sup>		28 <sup>th</sup>		10 <sup>th</sup>		
<b>Safer Communities Partnership Board* 2.30pm</b>			24 <sup>th</sup>			30 <sup>th</sup>			29 <sup>th</sup>			22 <sup>nd</sup>	
<b>Children's Trust Board* 10am</b>			23 <sup>rd</sup>						28 <sup>th</sup>				
<b>Barnet Partnership Board*</b>							(TBA)						(TBA)

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