



General Functions Committee

23 March 2015

Title	Calendar of Meetings 2015/16
Report of	Head of Governance
Wards	All
Status	Public
Enclosures	Appendix A: Calendar of Meeting 2015/16
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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.