

REPORT TO:	General Purposes and Audit Committee 27 January 2021
SUBJECT:	Council Meeting Dates 2021/22
LEAD OFFICER:	Jacqueline Harris Baker Executive Director Resources and Monitoring Officer
WARDS:	All
CORPORATE PRIORITY/POLICY CONTEXT/AMBITIOUS FOR CROYDON:	
The dates for full Council are proposed to facilitate early production of the Council diary and to enable future planning of Council business for the 2021/22 Municipal Year.	
FINANCIAL IMPACT:	
There are no financial implications arising from this report.	

<p>1. RECOMMENDATIONS</p> <p>The Committee is asked to:</p> <p>1.1 Approve on behalf of the Council the schedule of Full Council meeting dates for 2021/2022 as detailed in paragraph 3.2 of the report;</p> <p>1.2 Note the schedule of Cabinet meeting dates for 2021/22 as detailed in paragraph 3.3 of the report; and</p> <p>1.3 Note the proposed schedule of remaining meeting dates for 2021/22 as detailed in Appendix 1.</p>

2. EXECUTIVE SUMMARY

- 2.1 Members are asked to consider for approval and noting respectively the proposed schedule of dates for Council and Cabinet Meetings for the Council year 2021/22. The early approval of these dates will facilitate the publication of the Council Diary.

3. DETAIL

- 3.1 The Council's Constitution stipulates at paragraph three of Part 4A that seven meetings of the Full Council including Annual and Council Tax meetings shall be held in each year.
- 3.2 Paragraph 3.1 of the Council Procedure Rules, Part 4A of the Council's Constitution, states that responsibility to determine the dates of the Full Council meetings rests with the General Purposes and Audit Committee. The proposed dates for consideration for the Council year 2021/22 are listed below:

- Monday 17 May 2021 (Annual Council – *please note the date of this meeting may change subject to the date of the Mayoral Elections*)
- Monday 5 July 2021
- Monday 11 October 2021
- Monday 13 December 2021
- Monday 31 January 2022
- Monday 28 February 2022 (Council Tax meeting)
- Monday 28 March 2022
- Monday 23 May 2022 (indicative date for Annual Council 2022 following the Local Elections)

3.3 In accordance with paragraph 1.5(a) of Part 4D of the Constitution, Cabinet meeting dates are set by the Leader of the Council. The Committee is asked to note the following Cabinet meeting dates that have been agreed by the Leader:

- Tuesday 4 May 2021 (*Bank Holiday 3 May 2021*)
- Monday 7 June 2021
- Monday 12 July 2021
- Monday 13 September 2021
- Monday 18 October 2021
- Monday 15 November 2021
- Monday 6 December 2021
- Monday 24 January 2022
- Monday 21 February 2022
- Monday 21 March 2022

3.4 Appendix 1 to the report details all the proposed meeting dates for 2021/22, including Committees, Sub-Committees and panels. While the Committee is not required to formally approve these dates, they are being circulated early for Members' convenience.

4. CONSULTATION

4.1 The dates proposed in this report are based on a number of considerations. These include showing consideration to statutory requirements such as the setting of the Council Tax and the annual statement of accounts and the need to avoid school holiday dates. The dates are otherwise set by reference to the Municipal year which runs from May to May and the financial year which runs from 1 April to 31 March.

4.2 There has been consultation with Members from both Groups on the dates proposed in this report.

5. LEGAL CONSIDERATIONS

5.1 Schedule 12 of the Local Government Act 1972 requires the Council to hold an annual meeting and such other meetings as it may determine.

6. EQUALITIES IMPACT

- 6.1 Consideration to the timing of school holiday dates has been made when setting the proposed dates. This is to take into consideration that the caring responsibilities of Members and staff impact on their ability to attend meetings during school holidays.

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BACKGROUND DOCUMENTS: None

APPENDICES: Appendix 1 – Council Diary 2021/22