



City of Westminster

# General Purposes Committee

**Date:** 4 November 2015  
**Classification:** For General Release  
**Title:** Programme of Meetings 2016/2017  
**Wards Affected:** N/A  
**Financial Summary:** There are no financial implications  
**Report of:** Head of Committee and Governance Services

## 1. Executive Summary

1.1 The programme of meetings for 2016/17 has been drafted in accordance with the pattern previously agreed.

## 2. Recommendations

2.1 That the Council be recommended to approve the dates of full Council Meetings, as follows: 13 July 2016; 9 November 2016; 25 January 2017; 1 March 2017; 3 May 2017; 17 May 2017 (Annual).

2.2 That the Programme of other formal Meetings set out in Appendix A be approved.

## 3. Background Information

3.1 The General Purposes Urgency Sub-Committee has previously agreed that the programme of meetings be prepared having regard to the following basic principles:

Mondays: Cabinet/Policy and Scrutiny meetings

Tuesdays: Planning/Policy and Scrutiny meetings (if necessary)

Wednesdays: Council Meetings/Group Meetings/other Committee meetings

Thursdays: Licensing meetings daytime.

This strategy allows for easier planning and a more consistent approach. Given the intention to undertake significant refurbishment works to City Hall and the need to find suitable alternative accommodation for meetings use of Thursdays has been made in the programme for some evening meetings for the Audit and Performance Committee.

- 3.2 The programme reflects at least 6 meetings for each of the Policy and Scrutiny Committees. The allocation of 6 meetings has proved to be sufficient for the Policy and Scrutiny Committees but they are empowered by Standing Orders to arrange further meetings or otherwise amend to the programme if required.
- 3.3 The programme includes provision for the Discretionary Housing Panel and the Rating Advisory Panel to meet on a programme basis. The programmes have been developed having regard to the expected weight of business in each case.

#### **4. Legal Implications**

- 4.1 The Programme of Meetings in respect of Council meetings is a matter for the full Council to agree. The programme includes provision for Council meetings to be held when it is known full Council decisions will be required - particularly the setting of Council tax prior to 11 March each year and the holding of an Annual Meeting in either March, April or May in accordance with the provisions of the Local Government Act 1972.

#### **5. Financial Implications**

- 5.1 No financial implications.

#### **6. Consultation**

- 6.1 The Programme of Meetings has been circulated to the Party Whips and adjustments made where requested. No outstanding issues remain as a result of this consultation.
- 6.2 The Chairmen of the Policy and Scrutiny Committees and other committees have also been consulted and again no issues are outstanding.

**If you have any queries about this Report or wish to inspect any of the  
Background Papers please contact Mick Steward: 7641 3134**

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## **BACKGROUND PAPERS**

- None

## **COUNCIL MEETINGS**

20 January 2016, 2 March 2016 (Council Tax), 27 April 2016,  
18 May 2016 (Annual), 13 July 2016, 9 November 2016, 25 January 2017, 1 March  
2017, 26 April 2017, 17 May 2017 (Annual)

## **CABINET MEETINGS**

22 February 2016, 25 April 2016, 6 June 2016, 11 July 2016, 10 October 2016,  
12 December 2016, 20 February 2017, 24 April 2017

## **WESTMINSTER SCRUTINY COMMISSION MEETINGS**

15 March 2016, 28 June 2016, 29 November 2016, 5 April 2017

## **POLICY AND SCRUTINY COMMITTEE MEETINGS**

### **ENVIRONMENT AND CUSTOMER SERVICES**

18 January 2016, 29 February 2016, 12 April 2016, 8 June 2016, 7 September 2016, 16  
November 2016, 30 January 2017, 15 March 2017, 2 May 2017

### **CHILDREN, SPORTS AND LEISURE**

1 February 2016, 14 March 2016, 9 May 2016, 20 June 2016, 17 October 2016,  
28 November 2016, 6 February 2017, 13 March 2017, 15 May 2017

### **HOUSING, FINANCE AND CORPORATE SERVICES**

6 January 2016, 9 March 2016, 13 April 2016, 13 June 2016, 12 September 2016,  
7 November 2016, 9 January 2017, 6 March 2017, 10 April 2017

### **ADULTS, HEALTH AND PUBLIC PROTECTION**

27 January 2016, 21 March 2016, 19 April 2016, 22 June 2016, 21 September 2016, 23  
November 2016, 1 February 2017, 29 March 2017, 8 May 2017

## **OTHER COMMITTEES**

### **AUDIT & PERFORMANCE COMMITTEE**

3 February 2016, 12 May 2016, 30 June 2016, 22 September 2016,  
24 November 2016, 9 February 2017

### **STANDARDS COMMITTEE**

7 July 2016, 26 January 2017

### **GENERAL PURPOSES COMMITTEE**

24 February 2016, 6 July 2016, 2 November 2016, 22 February 2017

### **PENSION FUND COMMITTEE**

16 March 2016, 21 June 2016, 20 September 2016, 15 November 2016,  
21 March 2017

### **LICENSING COMMITTEE**

9 March 2016, 6 July 2016, 30 November 2016, 22 March 2017

### **LICENSING SUB – COMMITTEE MEETINGS**

Meetings are held every Thursday at 10.00am except Maundy Thursday, Christmas and  
New Year

### **DISCRETIONARY HOUSING PAYMENTS REVIEW PANEL**

12 January 2016, 15 March 2016, 26 April 2016, 7 June 2016, 12 July 2016,  
12 September 2016, 24 October 2016, 5 December 2016, 16 January 2017,  
13 March 2017, 24 April 2017

### **RATING ADVISORY PANEL**

9 February 2016, 12 April 2016, 14 June 2016, 19 July 2016, 11 October 2016,  
13 December 2016, 7 February 2017, 4 April 2017

### **HEALTH AND WELLBEING BOARD**

21 January 2016, 17 March 2016, 26 May 2016, 14 July 2016, 15 September 2016, 17  
November 2016, 19 January 2017, 23 March 2017

## **PLANNING APPLICATIONS MEETINGS**

**Meetings generally held every Tuesday commencing at 6.30pm.  
No meeting during Christmas and New Year periods**

**Meetings dates change and additional dates are added.  
Check for details at [www.westminster.gov.uk](http://www.westminster.gov.uk)**