



City of Westminster

# General Purposes Committee

**Date:** 2 November 2016

**Classification:** For General Release

**Title:** Programme of Meetings 2017/2018

**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 2017/18 has been drafted broadly 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: 17 May 2017 (Annual); 12 July 2017; 8 November 2017; 24 January 2018; 7 March 2018; 18 April 2018; 16 May 2018 (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. However, given the decision to undertake significant refurbishment works to City Hall and the need to find suitable alternative accommodation for meetings there is a need for a degree of flexibility to the previously agreed pattern, set out in paragraph 3.1. During the decant it is intended that most Committee Meetings are held in the Strand and Licensing Sub-Committees in Portland House. It is expected that Full Council meetings will return to Council House in November 2017.

- 3.2 The programme reflects at least 5 meetings for each of the Policy and Scrutiny Committees but they are empowered by Standing Orders to arrange further meetings or otherwise amend to the programme if required by the needs of their work programme.
- 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. Again, additional meetings can be added, if required.

#### **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.
- 4.2 The programme of Cabinet meetings is included in the programme for illustrative purposes. The Leader is responsible for approving the programme for these meetings.

#### **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**

**Email: [msteward@westminster.gov.uk](mailto:msteward@westminster.gov.uk)**

## **BACKGROUND PAPERS**

- None

## **COUNCIL MEETINGS**

25 January 2017, 1 March 2017 (Council Tax), 3 May 2017, 17 May 2017 (Annual)  
12 July 2017, 8 November 2017, 24 January 2018, 7 March 2018, 18 April 2018,  
16 May 2018 (Annual)

## **CABINET MEETINGS**

20 February 2017, 24 April 2017, 5 June 2017, 10 July 2017, 9 October 2017,  
4 December 2017, 19 February 2018, 16 April 2018

## **WESTMINSTER SCRUTINY COMMISSION MEETINGS**

5 April 2017, 29 June 2017, 30 November 2017, 22 March 2018

## **POLICY AND SCRUTINY COMMITTEE MEETINGS**

### **ENVIRONMENT AND CUSTOMER SERVICES**

30 January 2017, 15 March 2017, 2 May 2017, 7 June 2017, 13 September 2017,  
15 November 2017, 8 February 2018, 12 April 2018

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

6 February 2017, 13 March 2017, 15 May 2017, 21 June 2017, 18 September 2017,  
20 November 2017, 5 February 2018, 19 March 2018

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

9 January 2017, 6 March 2017, 10 April 2017, 12 June 2017, 12 September 2017,  
6 November 2017, 15 January 2018, 26 March 2018

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

1 February 2017, 29 March 2017, 8 May 2017, 19 June 2017, 20 September 2017,  
22 November 2017, 31 January 2018, 9 April 2018

### **AUDIT & PERFORMANCE COMMITTEE**

9 February 2017, 9 May 2017, 17 July 2017, 18 September 2017,  
23 November 2017, 1 February 2018, 30 April 2018

### **STANDARDS COMMITTEE**

16 March 2017, 6 July 2017, 7 December 2017, 15 March 2018

### **GENERAL PURPOSES COMMITTEE**

22 February 2017, 5 July 2017, 1 November 2017, 28 February 2018

### **PENSION FUND COMMITTEE**

21 March 2017, 22 June 2017, 12 October 2017, 7 December 2017,  
8 March 2018

### **LICENSING COMMITTEE**

22 March 2017, 5 July 2017, 29 November 2017, 21 March 2018

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

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

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

16 January 2017, 13 March 2017, 24 April 2017, 5 June 2017, 10 July 2017,  
11 September 2017, 23 October 2017, 4 December 2017, 15 January 2018,  
12 March 2018, 23 April 2018

### **RATING ADVISORY PANEL**

7 February 2017, 4 April 2017, 13 June 2017, 18 July 2017, 10 October 2017,  
12 December 2017, 6 February 2018, 10 April 2018

### **HEALTH AND WELLBEING BOARD**

19 January 2017, 23 March 2017, 25 May 2017, 13 July 2017, 14 September 2017,  
16 November 2017, 18 January 2018, 22 March 2018

### **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)**