

Part A

Report to: Council

Date of meeting: Tuesday 19 May 2020

Report author: Senior Democratic Services Officer

Title: Programme of meetings 2020/21

1.0 Summary

1.1 Council Procedure Rule 1.1 (ix) requires the programme of ordinary meetings of the council for the year to be approved at the annual meeting.

2.0 Risks

2.1

Nature of risk	Consequence	Suggested Control Measures	Response (treat, tolerate, terminate or transfer)	Risk Rating (combination of severity and likelihood)
A programme of meetings is not agreed for the year ahead	The council cannot carry out its business	The programme of meetings has been circulated to members and officers for comment	Treat	2

3.0 Recommendations

3.1 That the programme of meetings for 2020/21 be adopted.

Further information:

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Report approved by: Group Head of Democracy and Governance

4.0 Detailed proposal

4.1 A draft calendar of public meetings for the 2020/21 municipal year was circulated to members and officers for comment.

4.2 Full Council meetings have been scheduled to take place on:

- Tuesday 14 July
- Tuesday 13 October
- Tuesday 26 January (Budget Council)
- Tuesday 16 March.

4.3 Meetings of Licensing Sub Committees will be set up as and when required. They will comprise three members from the main Licensing Committee and meet during the day.

4.4 Meetings of the Chief Officer Pay Panel, Constitution Working Party, Standards Committee and Appointments Committee will also meet as and when required.

4.5 Scrutiny task group meetings will be scheduled once working arrangements become clearer.

4.6 Dates of all the committee meetings can be accessed through the Council's [website](#).

5.0 **Implications**

5.1 **Financial**

5.1.1 The Shared Director of Finance comments that there are no financial implications.

5.2 **Legal Issues** (Monitoring Officer)

5.2.1 The Group Head of Democracy and Governance comments that there are no legal implications.

5.3 **Equalities, Human Rights and Data Protection**

5.3.1 There are no equalities, human rights and data protection issues as a result of this report.

Appendices

- Watford Borough Council – Calendar of Public Meetings 2020/21

Background papers

- Draft timetable of meetings 2020/21
- Emails to officers and members attached the draft timetable for comment.