

# Southend-on-Sea Borough Council

Agenda  
Item No.

Report of Director of Legal and Democratic Services

to  
Council  
on  
19<sup>th</sup> July 2018

Report prepared by: John Williams  
Director of Legal & Democratic Services

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## Changes to Calendar of Meetings 2018/19

### Part 1 - Public Agenda Item

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#### 1. Purpose of Report

For the Council to consider the deletion of the March 2019 Cabinet cycle

#### 2. Recommendation

**That Council considers deleting the following meetings from the 2018/19 Calendar of Meetings, namely Cabinet on 12 March 2019, the three Scrutiny Committees on 8, 9 and 10 April 2019 and Council on 18 April 2019.**

#### 3. Background

3.1 On 17 May 2018 the Council agreed the Calendar of Meetings for 2018/19 - see **Appendix 1**.

3.2 I have been asked by the Leader of the Council to prepare a report for Council to consider the deletion of the March 2019 Cabinet cycle comprising the following meetings.

- Cabinet fixed for 12 March 2019,
- The three Scrutiny Committees fixed for 8, 9 and 10 April 2019; and
- Council fixed for 18 April 2019.

3.3 The basis for deleting such meetings would be as follows:

(a) The March 2019 Cabinet cycle falls largely within the pre-election purdah period for the 2019 local elections. This runs from 26 March 2019 until Election Day on 4 May 2019.

(b) Reports which might be politically controversial or could affect election results are generally avoided during the pre-election purdah period. Consequently the agenda for the Cabinet meeting held in March is generally very light.

(c) It is not feasible to re-programme the March 2019 Cabinet cycle earlier, as this will run into the first Cabinet cycle in 2019 which ends with Council on 21 February 2019.

(d) By careful planning, the deletion of the March 2019 Cabinet cycle should not cause difficulties for transacting Council business.

**4. Background Papers**

None

**5. Appendices**

**Appendix 1 – Calendar of Meetings for 2018/19 agreed at Council on 17 May 2018**

# Calendar of Meetings 2018 - 19

Appendix 1

## 2018

### MAY

#### ANNUAL COUNCIL

COUNCIL (Appointment of Committees etc.)

3.30pm

Thursday, 10th May

6.30pm

Thursday 17th May

### JUNE

Development Control Committee

2.00 pm

Wednesday, 6<sup>th</sup> June

#### CABINET

2.00pm

Tuesday, 19<sup>th</sup> June

Southend Health and Wellbeing Board

5.00pm

Wednesday 20<sup>th</sup> June

Cabinet Committee

6.00pm

Thursday, 21<sup>st</sup> June

Cabinet Committee (PVX)

6.00 pm

Tuesday, 26<sup>th</sup> June

### JULY

Development Control Committee

2.00 pm

Wednesday, 4<sup>th</sup> July

Place Scrutiny Committee

6.30pm

Monday, 9<sup>th</sup> July

People Scrutiny Committee (including Health)

6.30pm

Tuesday, 10<sup>th</sup> July

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 12<sup>th</sup> July

#### COUNCIL

6.30pm

Thursday, 19<sup>th</sup> July

Audit Committee

6.30pm

Wednesday 25<sup>th</sup> July

### AUGUST

Development Control Committee

2.00pm

Wednesday, 1<sup>st</sup> August

### SEPTEMBER

Development Control Committee

2.00pm

Wednesday, 12<sup>th</sup> September

Cabinet Committee

6.00pm

Thursday, 13<sup>th</sup> September

#### CABINET

2.00pm

Tuesday, 18<sup>th</sup> September

Southend Health and Wellbeing Board

5.00pm

Wednesday, 19<sup>th</sup> September

Cabinet Committee (PVX)

6.00 pm

Tuesday, 25<sup>th</sup> September

Audit Committee

6.30pm

Wednesday 26<sup>th</sup> September

### OCTOBER

Development Control Committee

2.00 p.m.

Wednesday, 3<sup>rd</sup> October

Place Scrutiny Committee

6.30pm

Monday, 8<sup>th</sup> October

People Scrutiny Committee

6.30pm

Tuesday, 9<sup>th</sup> October

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 11<sup>th</sup> October

#### COUNCIL

6.30pm

Thursday, 18<sup>th</sup> October

### NOVEMBER

Cabinet Committee

6.00pm

Thursday, 1<sup>st</sup> November

#### CABINET

2.00pm

Tuesday, 6<sup>th</sup> November

Development Control Committee

2.00pm

Wednesday, 7<sup>th</sup> November

Cabinet Committee (PVX)

6.00 pm

Tuesday, 13<sup>th</sup> November

Place Scrutiny Committee

6.30pm

Monday, 26<sup>th</sup> November

People Scrutiny Committee (including Health)

6.30pm

Tuesday, 27<sup>th</sup> November

Policy and Resources Scrutiny Committee

6.30pm

Thursday, 29<sup>th</sup> November

### DECEMBER

Southend Health and Wellbeing Board

5.00pm

Wednesday, 5<sup>th</sup> December

Development Control Committee

2.00pm

Wednesday, 12<sup>th</sup> December

#### COUNCIL

6.30pm

Thursday, 13<sup>th</sup> December

## 2019

### JANUARY

Cabinet Committee	6 00pm	Monday, 7 <sup>th</sup> January
Development Control Committee	2 00pm	Wednesday, 9 <sup>th</sup> January
Cabinet Committee (PVX)	6 00 pm	Tuesday, 15 <sup>th</sup> January
Audit Committee	6 30pm	Wednesday, 16 <sup>th</sup> January
<b>CABINET (including initial Council Budget consideration)</b>	<b>2.00pm</b>	<b>Thursday, 17<sup>th</sup> January</b>
Southend Health and Wellbeing Board	5 00pm	Wednesday, 23 <sup>rd</sup> January
Place Scrutiny Committee	6 30pm	Monday, 28 <sup>th</sup> January
People Scrutiny Committee (including Health)	6 30pm	Tuesday, 29 <sup>th</sup> January
Policy and Resources Scrutiny Committee	6 30pm	Wednesday, 30 <sup>th</sup> January

### FEBRUARY

Development Control Committee	2 00pm	Wednesday, 6 <sup>th</sup> February
<b>CABINET (Council Budget)</b>	<b>2.00pm</b>	<b>Tuesday, 12<sup>th</sup> February</b>
<b>COUNCIL</b>	<b>6.30pm</b>	<b>Thursday, 21<sup>st</sup> February</b>

### MARCH

Development Control Committee	2 00pm	Wednesday, 6 <sup>th</sup> March
Cabinet Committee	6 00pm	Thursday, 7 <sup>th</sup> March
<b>CABINET</b>	<b>2.00pm</b>	<b>Tuesday, 12<sup>th</sup> March</b>
Cabinet Committee (PVX)	6 00 pm	Thursday, 14 <sup>th</sup> March
Southend Health & Wellbeing Board	5 00pm	Wednesday, 20 <sup>th</sup> March
Audit Committee	6 30pm	Wednesday 27 <sup>th</sup> March

### APRIL (NB: Maundy Thursday 18<sup>th</sup> April, Good Friday 19<sup>th</sup> April, Easter Monday 22<sup>nd</sup> April)

Development Control Committee	2 00pm	Wednesday, 3 <sup>rd</sup> April
Place Scrutiny Committee	6 30pm	Monday, 8 <sup>th</sup> April
People Scrutiny Committee (including Health)	6 30pm	Tuesday, 9 <sup>th</sup> April
Policy and Resources Scrutiny Committee	6 30pm	Wednesday, 10 <sup>th</sup> April
<b>COUNCIL</b>	<b>6.30pm</b>	<b>Thursday, 18<sup>th</sup> April</b>

### MAY

<b>ANNUAL COUNCIL</b>	<b>3.30pm</b>	<b>Thursday, 9<sup>th</sup> May</b>
<b>COUNCIL (Appointment of Committees etc.)</b>	<b>6.30pm</b>	<b>Thursday 16<sup>th</sup> May</b>
Development Control Committee	2 00pm	Wednesday, 5 <sup>th</sup> June

**NOTE: Cabinet Committee dates are provisional only, depending on there being business to transact**

### **Holocaust Memorial Day Commemoration Service – 27 January 2019**

#### *School Term Dates*

Summer Term starts Monday 16<sup>th</sup> April 2018 – Friday 20<sup>th</sup> July 2018  
 Half Term 28<sup>th</sup> May – 1 June, and May Bank Holiday, 7<sup>th</sup> May

Autumn Term starts Wednesday 5<sup>th</sup> September 2018 – Thursday 21<sup>st</sup> December 2018  
 Half Term 22 October – 26 October

Spring Term starts Thursday 3<sup>rd</sup> January 2019 – Friday 5<sup>th</sup> April 2019  
 Half Term 18<sup>th</sup> February – 22<sup>nd</sup> February

2019 Summer Term starts Monday 22<sup>nd</sup> April 2019

#### **Note:**

**Lib Dem Conference: - 15-19 September 2018**

**Labour Conference: - 23-26 September 2018**

**Conservative Conference: - 30 September – 3 October 2018**