

LONDON BOROUGH OF CROYDON

REPORT:	General Purposes Committee	
DATE OF DECISION	Tuesday 28 November 2023	
REPORT TITLE:	Council Calendar 2024-25	
CORPORATE DIRECTOR / DIRECTOR:	Stephen Lawrence-Orumwense Director of Legal Services and Monitoring Officer	
LEAD OFFICER:	Adrian May Interim Head of Democratic Services	
LEAD MEMBER:	N/A	
DECISION TAKER:	General Purposes Committee Council	
AUTHORITY TO TAKE DECISION:	<p style="text-align: center;">Part 4A of the Constitution of the London Borough of Croydon states that the General Purposes Committee will determine the dates on which Council will meet for each municipal year.</p> <p style="text-align: center;">The full Council is then expected to approve the full schedule of meeting dates for the municipal year 2024-25 at its meeting on Wednesday 13 December 2023.</p>	
KEY DECISION?	No	N/A
CONTAINS EXEMPT INFORMATION?	No	N/A

1 SUMMARY OF REPORT

- 1.1** The dates for Council are to be agreed by the General Purposes Committee (GPC) and the early production of the Council Calendar of meetings for the municipal year 2024-25 is designed to enable future planning of Council business.
- 1.2** Before its presentation at Council the GPC is asked to make any comments and necessary amendments to the proposed calendar.

2 RECOMMENDATIONS

For the reasons set out in the report General Purposes Committee is recommended:

- 2.1** After making any necessary amendments, to agree the Council meetings for the municipal year 2024-25;
- 2.2** To note the Cabinet meeting dates for the municipal year 2024-25; and,
- 2.3** To recommend that full Council approves the meeting dates for all other committees for the municipal year 2024-25.

3 REASONS FOR RECOMMENDATIONS

- 3.1** This version of the calendar has been circulated to lead officers and the Corporate Management Team ahead of this meeting, and this is the final opportunity for members of the GPC to raise any major issues with the draft calendar before it is presented to Council.
- 3.2** Changes should only be made if there is no possibility of avoiding a clash by other means, and at this stage minimal amendments are expected.

4 BACKGROUND AND DETAILS

- 4.1** This version of the calendar has been approved by CMT in consultation with the political group leads, and GPC is expected to only raise any otherwise-unresolvable issues with scheduling the meetings as presented.
- 4.2** The final version of the calendar will be considered by Council at its meeting on 13 December 2023.

5 ALTERNATIVE OPTIONS CONSIDERED

- 5.1** This version of the calendar has been drafted in consultation with lead officers across the council; however, where it arises that any meeting dates are not possible for good reason it can be amended before going to Council.

6 CONSULTATION

- 6.1** Lead officers for all council committees, CMT, the Monitoring Officer, and political groups have been approached for comment and numerous drafts of this calendar have been produced before being presented to GPC.

7. CONTRIBUTION TO COUNCIL PRIORITIES

- 7.1** The calendar is produced early enough that good forward planning of council business may take place.

8. IMPLICATIONS

8.1 FINANCIAL IMPLICATIONS

8.1.1 No financial implications have been identified as a result of this decision.

8.1.2 Comments approved by Lesley Shields, Head of Finance for Assistant Chief Executive and Resources on behalf of the Director of Finance. 20/9/23

8.2 LEGAL IMPLICATIONS

8.2.1 Council Procedure Rule 3.1 provides “Seven meetings of the Council, including the Annual and Council Tax Meetings, shall be scheduled to be held at the Town Hall, Croydon, on such dates as the General Purposes Committee may agree on behalf of the Council and occasionally as the Chair shall direct during each Council Year”

8.2.2 Paragraph 6.1 of the Non-Executive Committee Procedure Rules provides “The dates of scheduled meetings with the exception of those for the Appointments and Disciplinary Committee and Licensing Sub-Committees shall be as printed in the Council diary”.

8.2.3 Comments approved by Sandra Herbert Head of Litigation & Corporate Law & Deputy Monitoring Officer. Date: 13.09.2023

8.3 EQUALITIES IMPLICATIONS

8.3.1 The Council should pay due regard to section 149 of the Equality Act 2010 when exercising their functions. This includes having due regard to the Public Sector Equality Duty as detailed:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act. (Section 149(1)(a))
- Advance equality of opportunity between people who share a protected characteristic and those who do not. (Section 149(1)(b))
- Foster good relations between people who share a protected characteristic and those who do not. (Section 149(1)(c))

8.3.2 There are no breaches of this duty or further equalities impacts arising from the recommendations in this report.

8.3.3 Comments to be approved by Naseer Ahmad for the Equalities Programme Manager. (Date 06/11/2023)

8.4 HUMAN RESOURCES IMPLICATIONS

8.4.1 There are no immediate Human Resources implications arising from this report.

8.4.2 Comments approved by Gillian Bevan, Head of HR Resources and Assistant Chief Executives directorates on behalf of the Chief People Officer. 19.10.23

9. APPENDICES

9.1 *A Draft Council Calendar of meetings by committee*

B Draft Council Calendar of meetings by date

10. BACKGROUND DOCUMENTS

10.1 None

11. URGENCY

N/A