



GOVERNANCE COMMITTEE

14 November 2019

Subject Heading:

Change of Council date : September 2019

SLT Lead:

Andrew Blake-Herbert, Chief Executive

Report Author and contact details:

John Jones, Monitoring Officer

Policy context:

The Council's Constitution

Financial summary:

There are no financial implications

The subject matter of this report deals with the following Council Objectives

Communities making Havering

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Places making Havering

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Opportunities making Havering

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Connections making Havering

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SUMMARY

At the Annual meeting of the Council held on 15 May 2019, Council approved a schedule of Council meetings for the municipal year 2019/20. In order to give Members additional time to consider the report of the Chief Executive on Stage 1 of the Boundary Commission's Review of the Borough, the date of the September meeting of Council was changed from 11 September to 25 September 2019.

RECOMMENDATIONS

That the reasons for the change of the date of the 11 September 2019 Council meeting be noted and that in future, when Council is asked to agree the calendar of meetings, it also be asked to give authority to the Mayor to change the date of an agreed meeting if required.

REPORT DETAIL

The Annual meeting of the Council on 15 May 2019 approved a schedule of meetings for the 2019/20 municipal year. However, due to the need to respond to Stage 1 of the Boundary Commission's Review by 18 October 2019 it was necessary to give Member's enough time to consider the report of the Chief Executive which recommended a response to the Boundary Commission on behalf of the Council. To do this it was necessary to change the date of the September meeting of the Council. It was therefore agreed with the Mayor that the date of the September meeting of Council be changed from 11Septmber 2019 to 25 September 2019.

It is acknowledged that the Council's Constitution is silent on how a date of a Council meeting should be changed, although it must be accepted that it could always be necessary to change a date which was fixed months earlier. In hindsight it is also accepted that there should have been wider consultation than the Mayor on the change of date.

There is provision under Part 4 (1 (b)) the Constitution for the Chairman of a Committee to change the date of a meeting, but as mentioned above, there is no such provision which relates to meetings of the Council.

There is a requirement under the Local Government Act 1972 that Council meetings will be held in accordance with the timetable of meetings fixed by the Council, usually at its annual meeting.

Statute provides for three types of Council meetings:

- Annual meetings
- Ordinary meetings and
- Extraordinary meetings

Each of these meetings must be called formally by giving notice of the date, time and place of the meeting and the service of a summons signed by the Proper Officer. At least five clear days' notice is required to be given. Subject to these requirements being met the meeting is legally called and the business on the agenda can be dealt with.

In future when Council is asked to agree the calendar of meetings, it will also be asked to give authority to the Mayor to change the date of an agreed meeting if required.

IMPLICATIONS AND RISKS

Financial implications and risks:

There are no direct financial implications in respect of the contents of this report.

Legal implications and risks:

The legal implications are as set out in the body of the report.

Human Resources implications and risks:

There are none directly associated with this report.

Equalities implications and risks:

No one was adversely affected as a result of the change of date of the September meeting of the Council. The same business was transacted but on a different day. Public notice was given of the change of date.

Background Papers

None