

Item No. 6.2	Classification: Open	Date: 23 January 2013	Meeting Name: Council Assembly
Report title:		Council Assembly Dates and Calendar 2013/14	
Ward(s) or groups affected:		All	
From:		Proper Constitutional Officer	

RECOMMENDATIONS

Council assembly dates

1. That council assembly agrees to the following dates for meetings of council assembly and that these dates be fixed in the council calendar for the municipal year 2013/14, subject to the notes set out in the table below:

Dates of council assembly meetings 2013/14

Council Assembly Meetings 2013/14	Theme
Wednesday 3 July 2013	Welfare Reform
Wednesday 16 October 2013	Green Southwark
Wednesday 27 November 2013	Local Business and Enterprise
Wednesday 22 January 2014	Active Communities and the Elderly
Wednesday 26 February 2014	Budget and council tax setting
Wednesday 26 March 2014* Note: If local government elections take place on 1 May 2014, this meeting would be rescheduled for 19 March 2014. If there is a combined election in June 2014 this meeting would proceed.	Future Vision for Southwark
Wednesday 21 May 2014* Note: This date is based on local government elections taking place on 1 May 2014. In the event of a combined election, the annual meeting would be held after the elections (in accordance with council assembly procedure rule 4.1.2).	Annual meeting (Mayor making & constitutional)

Note: * - There remains some uncertainty regarding confirmation of the dates for the local government elections and European elections in 2014. This could

impact on the proposed dates for the council assembly meetings in March 2014 and May 2014. For further information see notes in table and paragraphs 6 to 11.

Council calendar

2. That the calendar of council meetings for the 2013/14 municipal year ahead as shown at Appendix 1 be noted.

BACKGROUND INFORMATION

3. Council assembly procedure rule 2.1 requires that council assembly meetings shall take place on such dates as agreed by council assembly.
4. In past years, council assembly at the annual meeting has considered a report from the proper constitutional officer on constitutional matters for the municipal year including the draft calendar of meetings for the coming year. This report proposing dates for council assembly is presented earlier in the year than has been the practice in the past in order to give members greater notice of forthcoming council assembly dates.
5. The themed debates for 2013/14 were approved by the council assembly business panel on 4 December 2012. The whips at the panel meeting requested that the council assembly dates be approved by council assembly at the earliest opportunity to allow members to plan for the year ahead.

KEY ISSUES FOR CONSIDERATION

Council assembly dates

6. A calendar of council assembly meetings for the 2013/14 municipal year has been prepared and is shown in the recommendations. The proposed dates are based on the meetings held in 2012/13. However it should be noted that there remains some uncertainty about the proposed dates of the March 2014 and May 2014 council assembly meetings.
7. Both of these dates are subject to the local government election and the European election dates in 2014, which are yet to be confirmed. It is possible that these elections will be combined and held in early June 2014. However at this stage a final decision is awaited and it is not known when this decision will be reached.
8. If the local government elections are held as normal – i.e. on 1 May 2014 - then the council assembly meeting in March would take place a week earlier on 19 March 2014 so as to avoid falling in the pre-election or purdah period.
9. If the local government elections and the European elections are combined and held in early June 2014 then the date of the annual meeting of council assembly would be held after the borough elections i.e. mid to end June 2014.
10. Council assembly is asked to formally agree these dates, in accordance with the relevant statutory provision, subject to the notes regarding the March 2014 and May 2014 dates (as set out in paragraph 1).
11. Recommendation 1 provides alternate dates for the ordinary meeting in March 2014, depending on the date of the elections. In the case of the annual meeting, the constitution makes provision for the meeting to be held on a specific date

following local government elections. Council assembly procedure rule 4.1.2 states: "In a year of ordinary elections of councillors to the council, the annual meeting shall be held on the eighth day after the day of retirement of councillors or such day as the council may fix within twenty-one days immediately following the day of retirement." This rule would apply to an annual meeting if it were to be held in June 2014.

Council calendar

12. A calendar of council meetings for the 2013/14 municipal year ahead has been prepared and is shown at Appendix 1. The confirmation of the election dates will impact on meetings scheduled in April and May 2014 depending when the election period falls.
13. The calendar includes the dates for school holidays, party conferences and other committed dates. Due to business demands of the council, certain meetings will meet more frequently e.g. cabinet, overview and scrutiny committee and planning committee. Cabinet procedure rule 2.1 requires that the cabinet should meet at least ten times per year; therefore cabinet meetings are scheduled in line with this requirement. Scrutiny sub-committees are included in the draft calendar, pending their establishment by the overview and scrutiny committee.
14. In respect of meetings other than council assembly, this calendar is subject to amendments, additions and cancellations. The calendar is regularly updated throughout the year and is published on the council's website.

Community impact statement

15. This decision has been judged to have no impact on local people and communities.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Southwark Constitution http://www.southwark.gov.uk/info/10058/about_southwark_council/375/councils_constitution	Council Offices 160 Tooley Street, London SE1 2QH	Lesley John 020 7525 7225

APPENDICES

Appendix	Title
Appendix 1	Council Calendar 2013/14

AUDIT TRAIL

Lead Officer	Ian Millichap, Constitutional Manager	
Report Author	Kenny Uzodike, Assistant Constitutional Officer	
Version	Final	
Dated	10 January 2013	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments sought	Comments included
Director of Legal Services	Yes	Incorporated in the report
Strategic Director of Finance and Corporate Strategy	Yes	Incorporated in the report
Cabinet Member	No	No
Date final report sent to Constitutional Team	10 January 2013	