

<p><b>Title of Report:</b></p> <p><b>Schedule of Meetings – 2019/20</b></p>	<p><b>Officer Presenting: Lead Democratic Services and Improvement Officer</b></p> <p><b>Author: As above</b></p>
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## **1 Purpose of Report/Recommendations**

- 1.1 To seek Elected Members' approval for the proposed schedule of meetings for 2019/20 as set out in Appendix 1.

## **2 Background**

- 2.1 At the meeting of this Committee held in February (Min Ref GSP17/19), Members endorsed the existing approach to the scheduling meetings, namely:
- That Council meetings are, (subject to being brought forward to facilitate the summer recess and to accommodate the Christmas holiday period), held on the last Thursday of each month in the Guildhall Chamber,
  - That there is a meetings recess during the month of August.
  - That all meetings of customer / public facing committees namely, the Planning, Business and Culture, Environment and Regeneration and Health and Community Committees, are rotated on a monthly basis between the Guildhall Chamber and the Derry Road, Chamber.
  - That meetings of the Governance and Strategic Planning Committee and Assurance, Audit & Risk Committees are held in the Guildhall.
  - That all Council and committee meetings start at 4pm, with exception to Planning Committee. In exceptional circumstances, the start time for meetings may be brought forward to accommodate delegations or other matters.
  - That meetings are scheduled as follows: First Tuesday of the Month – Governance and Strategic Planning Committee; First Wednesday of the Month – Planning Committee; First Thursday of the month - Assurance, Audit and Risk Committee; Second Tuesday of the month – Business and Culture Committee; Second Wednesday of the month – Environment and Regeneration Committee, and Second Thursday of the month – Health and Communities Committee.
- 2.2 Members also agreed that based on the experience of the volume of papers presented to the Assurance, Audit and Risk Committee and the advice the Northern Ireland Audit Office (NIAO), that the frequency of this Committee would be reduced to bimonthly.

### **3 Key Issues**

- 3.1 These principles have be applied, as far as practicable, in devising the proposed schedule in Appendix 1. Notable variations include scheduling of the Assurance, Audit and Risk Committee on a bi-monthly basis in line with Minute Ref GSP17/19 and the movement of the September meeting of this Committee to accommodate the Northern Ireland Audit Office. The November meeting of the Business and Culture Committee has also been moved to the 19<sup>th</sup> November in order to accommodate the 2019 US Investment Mission.

### **4 Financial, Equality, Legal, HR, Improvement and other Implications**

- 4.1 An advance schedule of meetings facilitates the effective operation of Council decision-making arrangements.

### **5 Recommendations**

- 5.1 That, subject to Members comments, the meetings schedule for 2019/20, set out in Appendix 1 is adopted.

### **Background Papers**

**SC77/15**  
**GSP38/16**  
**GSP126/16**  
**GSP71/17**  
**GSP71/18**  
**GSP 17/19**