

# Report

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Report to:	<b>Executive Committee</b>
Date of Meeting:	<b>16 November 2011</b>
Report by:	<b>Executive Director (Finance and Corporate Resources)</b>

Subject:	<b>Local Government Election - 3 May 2012 - Committee Cycle and Arrangements to Deal with Council Business</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise of arrangements made to schedule meetings in the last cycle of the current Council to deal with the budget setting process
- ◆ request approval for decision-making arrangements in the period leading up to and immediately following the local government election on 3 May 2012

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the committee cycle, as detailed in the appendix, for the period prior to the local government election on 3 May 2012 be noted; and
- (2) that the Chief Executive be authorised to deal with any issues during the period from 7 March 2012 until the establishment of the new Council, with a report on the issues dealt with being submitted to the first meeting of the new Council for noting.

## 3. Background

- 3.1. The local government election will be held on 3 May 2012. The first meeting of the new Council requires to be held within 21 days of the date of the election.
- 3.2. As in previous years in which local government elections have been held, the Council's committees and forums will cease to operate for a period of time ahead of the election. One of the main reasons for raising the issue at this early stage is to allow Executive Directors to plan the business they need to have considered by members prior to this period.

## 4. Committee Cycle and Arrangements for Budget Meetings

- 4.1. As previously scheduled, the final committee cycle of the current Council commences week beginning 16 January 2012 and concludes with meetings of the Executive Committee and the full Council on Wednesday 7 March 2012.
- 4.2. Arrangements have now been made for a series of special meetings to deal with the budget setting process and these have been programmed into the committee cycle. Full details are contained in the appendix to this report.

## **5. Arrangements to Deal with Council Business in Period Leading up to and Immediately following Election**

- 5.1. In the period following 7 March 2012 up to and immediately following the election, there may be a requirement to hold meetings to deal with specific matters such as hearings in respect of licensing or planning issues or appeals. Appropriate arrangements will be made for any meetings considered necessary.
- 5.2. However, in line with the practice previously adopted, it is proposed that authority be delegated to the Chief Executive to deal with any issues in the period from 7 March 2012 to the Statutory Meeting of the Council. A report on the matters dealt with by the Chief Executive in this way will be submitted to the first meeting of the new Council for noting.

## **6. Employee Implications**

- 6.1. None.

## **7. Financial Implications**

- 7.1. None.

## **8. Other Implications**

- 8.1. There are no sustainability implications.
- 8.2. There is a risk that appropriate decision-making arrangements to deal with business in the period in question are not in place and this might reflect on the reputation of the Council. Authorisation of the Chief Executive to deal with any issues in the period mitigates this risk.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. There was no requirement to undertake an equality impact assessment or consultation in relation to the proposals contained within this report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

3 November 2011

### **Link(s) to Council Objectives/Improvement Themes/Values**

- ◆ Accountable, effective and efficient

### **Previous References**

None

### **List of Background Papers**

None

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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