

**Subject: Draft Committee Timetable 2019-20****Report to: GLA Oversight Committee****Report of: Executive Director of Secretariat****Date: 17 October 2018****This report will be considered in public****1. Summary**

- 1.1 The programme of meetings for the London Assembly and its Committees is agreed in principle each year by the GLA Oversight Committee before being submitted to the Assembly's Annual Meeting.

**2. Recommendation**

- 2.1 **That the Committee approves in principle the draft timetable of London Assembly and Committee meetings for the 2019-20 year, noting that the final programme of meetings is subject to related decisions by the London Assembly to be taken at the Annual Meeting in May 2018.**

**3. Background**

- 3.1 The draft calendar of Assembly and Committee meetings for 2019-20 has been subject to consultation within the Greater London Authority and has been provided to the Functional Bodies. The timetable avoids where possible scheduling meetings to coincide with school holidays, party conferences and significant religious holidays. Mayor's Question Time (MQT) meetings are set first as statutory meetings.
- 3.2 The Mayor's Office has been consulted on the dates of MQT. The draft timetable has been circulated to the London Fire Commissioner, the Mayor's Office for Policing and Crime, Transport for London, the London Legacy Development Corporation and the Old Oak Common and Park Royal Development Corporation.
- 3.3 At the meeting of the then Business Management and Appointments Committee (BMAC) held on 9 February 2005, it was agreed that, if during the year a committee modified its approved work programme and/or number of meetings in response to topical events, and an ad hoc extra meeting was called for, that would be permitted if the members of the committee concerned agreed; if two or more members of that committee did not agree to a proposal for an extra meeting, the matter would be referred to BMAC – now the GLA Oversight Committee – for determination (noting that

the Chair of GLA Oversight Committee has existing delegated authority from the Assembly to determine requests for additional committee meetings).

## **4. Issues for Consideration**

- 4.1 The Annual Meeting is scheduled for 2 May 2019.
- 4.2 The timetable includes committee, sub-committee and panel meetings, with an assumption that the committee structure will be broadly unchanged. The calendar includes meeting dates for the EU Exit Working Group on the basis that it will be re-established by the GLA Oversight Committee.
- 4.3 Following the Budget and Performance Committee's review of the budget setting process, the Committee has agreed to bring forward the meetings it holds with the functional bodies from the first week of January to mid-December. This revised approach is being implemented on a trial basis and will be reviewed later in the year. The draft timetable for 2019/20 has been drafted on the basis that this scheduling will be continued. There will be an opportunity for the January meetings to be reinstated at a later date if necessary. As a result, and as in the previous few years, there are nine Plenary meetings scheduled rather than ten owing to the pressure on the Committee timetable in autumn. There is now no Plenary meeting scheduled for December.
- 4.4 The draft timetable includes 143 meeting slots. The breakdown of slots is as follows – and as always some committees may choose to hold informal meetings or site visits in some of these slots:
- 10 x Assembly MQT;
  - 9 x Assembly Plenary meetings;
  - 20 x Police and Crime Committee;
  - 10 x each of Budget and Performance, Economy, Environment, Housing, GLA Oversight, Regeneration & Transport Committees;
  - 6 x each of Health, Planning & Fire, Resilience and Emergency Planning Committees;
  - 5 x EU Exit Working Group;
  - 4 x each of Audit Panel & Budget Monitoring Sub-Committee; and
  - 3 x Education Panel.
- 4.5 All Members will receive calendar invitations to all relevant meetings and committee pre-meetings added to their electronic diaries.
- 4.6 The Committee is requested to approve in principle a draft timetable of meetings for 2018/19. A copy of the draft timetable is attached at **Appendix 1**. Any proposed changes will be discussed with Members over time and reported for approval to the Annual Meeting.

## **5. Legal Implications**

- 5.1 The Committee has the power to do what is recommended in this report.

## 6. Financial Implications

6.1 There are no direct financial implications arising from this report.

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### List of appendices to this report:

Appendix 1 - Draft Committee Timetable for 2019/20

<b>Local Government (Access to Information) Act 1985</b>
List of Background Papers: None
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