

Agenda Item 14

Cabinet Member: Councillor Stephen Cooksey

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Date: 24th November 2020

Ward(s) affected: N/A

Key Decision: No

SUBJECT: Council Meeting Calendar 2021-2022

Recommendation:

The Cabinet is asked to approve the council meeting schedule for 2021-2022

The Cabinet has the authority to determine the Recommendation

Council Strategy Priority Outcomes:

The schedule of meetings is planned to enable the Council and its various decision-making bodies to meet the Corporate Strategy and its priorities.

1.0 Background/Introduction

- 1.1 The Council's meeting schedule runs from after the annual meeting in May each year.
- 1.2 Attached at Appendix 1 is the proposed schedule of meetings for 2021-2022. The schedule where possible mirrors the 2020-2021 version, taking account of school holidays and includes six cycles of the Cabinet for the year with corresponding Scrutiny Committee meetings. The Chairman of the Scrutiny Committee has also inserted three additional meetings of that Committee for the purposes of external scrutiny.
- 1.3 Meetings of Audit, Licensing and Standards Committees follow their usual frequency.
- 1.4 Meetings of Development Management Committee follow their usual monthly frequency and are generally the first Wednesday of the month. With the agreement of the Chairman of the Committee, it is recommended that the April meeting be bought forward to 30th March 2021 and that the May meeting be bought forward to 27th April 2021. This maintains a four weekly gap between the meetings of the Committee. Additionally it is recommended that the June 2021 and January 2022 meetings be

scheduled for the second Wednesday of the month (9th June 2021 and 12th January 2022).

- 1.6 Meetings of the Planning Policy Working Group and the Thomas Flack Working Group have been scheduled.
- 1.7 A number of dates for seminars have also been reserved as required.

Financial Implications

None arising from this report.

Legal Implications

The Council is legally required to make decisions as set out in its Constitution and the meeting schedule is set out to achieve this.

Risk Implications

None arising from this report.

2.0 Options

Option One: The Cabinet can approve the meeting schedule for 2021-2022 as set out in Appendix 1

Option Two: The Cabinet could ask that the meeting schedule be given further consideration by officers and a revised schedule be submitted to the next meeting of the Cabinet.

3.0 Corporate Implications

Monitoring Officer commentary

The Monitoring Officer has confirmed that all relevant legal implications have been taken into account

S151 Officer commentary

The S151 Officer has confirmed that there are no financial implications arising from the approval of the meeting schedule.

Risk Implications

Failure to agree a schedule of meetings for the Council year ahead will impact on agenda planning and decision making for all of the Council's committees.

Equalities Implications

The impact on officers attending evening meetings is addressed by relevant Executive Heads of Service.

Employment and Resource Implications

The impact on officers attending evening meetings is addressed by relevant Executive Heads of Service.

Sustainability Issues

None for the purposes of this report.

Consultation

None for the purposes of this report.

Communications

None for the purposes of this report.

Meeting Calendar 2021-22

	May	June	July	August	September	October	November	December	January	February	March	April	May
Monday							1				1		
Tuesday		1					2			1	Council (R)		
Wednesday		2			1		3	1		2	DM		
Thursday		3	1		2		4	2		3			
Friday		4	2		3	1	5	3		4			
Saturday	1	5	3		4	2	6	4	1	5			
Sunday	2	6	4	1	5	3	7	5	2	6			
Monday	3	B/H	5	2	6	4	8	6	3	7			1
Tuesday	4	8	6	3	7	5	9	7	4	8	Scrutiny		2
Wednesday	5	9	7	4	8	6	10	8	5	9	PPWG		3
Thursday	6	10	8	5	9	7	11	9	6	10	Seminar		4
Friday	7	11	9	6	10	8	12	10	7	11			5
Saturday	8	12	10	7	11	9	13	11	8	12			6
Sunday	9	13	11	8	12	10	14	12	9	13			7
Monday	10	14	12	9	13	11	15	13	10	14			8
Tuesday	11	15	13	10	14	12	16	14	11	15			9
Wednesday	12	16	14	11	15	13	17	15	12	16	Ex. Scrutiny		10
Thursday	13	17	15	12	16	14	18	16	13	17	PPWG		11
Friday	14	18	16	13	17	15	19	17	14	18	Seminar		12
Saturday	15	19	17	14	18	16	20	18	15	19			13
Sunday	16	20	18	15	19	17	21	19	16	20			14
Monday	17	21	19	16	20	18	22	20	17	21			15
Tuesday	18	22	20	17	21	19	23	21	18	22	Cabinet		16
Wednesday	19	23	21	18	22	20	24	22	19	23			17
Thursday	20	24	22	19	23	21	25	23	20	24			18
Friday	21	25	23	20	24	22	26	24	21	25			19
Saturday	22	26	24	21	25	23	27	25	22	26			20
Sunday	23	27	25	22	26	24	28	26	23	27			21
Monday	24	28	26	23	27	25	29	27	24	28			22
Tuesday	25	29	27	24	28	26	30	28	25	29			23
Wednesday	26	Seminar	28	25	29	27		B/H	26				24
Thursday	27		29	26	30	28		B/H	27				25
Friday	28		30	27		29			28				26
Saturday	29		31	28		30			29				27
Sunday	30			29		31			30				28
Monday	31	B/H		30					31				29
Tuesday				31									30
													31

Committees
Audit Committee
Council
Development Management
Cabinet
Licensing Committee
Scrutiny Committee
Standards Committee

Cabinet Working Groups
Planning Policy Working Group (PPWG)
Thomas Flack Working Group (TFWG)

Scrutiny Panels
Standing Budget Panel (SBP)
Dates reserved for Seminars
Bank Holiday & School Holiday Dates