

**ANNUAL COUNCIL
4 JUNE 2020**

PART 1 – PUBLIC DOCUMENT

TITLE OF REPORT: SCHEDULE OF COUNCIL MEETINGS 2020/21

REPORT OF THE DEMOCRATIC SERVICES MANAGER

COUNCIL PRIORITY: BE A MORE WELCOMING AND INCLUSIVE COUNCIL

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to seek approval to a programme of ordinary meetings of the Council for the Civic Year 2020/21.

2. RECOMMENDATIONS

- 2.1 That the following programme of ordinary meetings of the Council be approved for the Civic Year 2020/21:

Thursday, 9 July 2020 – 7.30pm
Thursday, 10 September 2020 – 7.30pm
Thursday, 12 November 2020 – 7.30pm
Thursday, 21 January 2021 – 7.30pm
Thursday, 11 February 2021 – 7.30pm
Thursday, 15 April 2021 - 7.30 pm

- 2.2 That the Calendar of Meetings for 2020/21, as attached as Appendix A, be approved.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To enable Members to agree a programme of ordinary meetings of the Council for 2020/21.
- 3.2 To enable Members to agree the Calendar of meetings for 2020/21.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 A number of alternative dates were considered during consultation.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 Consultation has been undertaken with the political Group Leaders.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 Standing Order 4.8.1(a)(xi) requires the Council, at its Annual meeting, to approve a programme of ordinary meetings of the Council for the ensuing Civic Year.

8. RELEVANT CONSIDERATIONS

- 8.1 Following consultation with the political Group Leaders, the following dates are recommended for ordinary meetings of the Council during the Civic Year 2020/21:

Thursday, 9 July 2020 – 7.30pm

Thursday, 10 September 2020 – 7.30pm

Thursday, 12 November 2020 – 7.30pm

Thursday, 21 January 2021 – 7.30pm

Thursday, 11 February 2021 – 7.30pm

Thursday, 15 April 2021 - 7.30 pm

- 8.2 Should circumstances dictate that any extraordinary meetings of the Council are required to deal with time critical issues in addition to the above programme of meetings then these will be arranged as necessary.
- 8.3 Following consultation with the political Group Leaders, the Calendar of Meetings for 2020/21 as attached as Appendix A, is recommended for the Civic Year.
- 8.4 The Covid-19 pandemic has in the 2019/20 civic year resulted in some meetings being cancelled, postponed or dates and times changed. It should therefore be noted, that all effort will be made to adhere to the Calendar of Meetings, however circumstances may dictate that future meetings are affected.
- 8.5 Due to the Covid-19 pandemic the Council is currently holding virtual meetings and this is likely to continue into the 2020/21 Civic Year.

9. LEGAL IMPLICATIONS

- 9.1 The terms of reference for the Annual Council include “approving a programme of ordinary meetings of the Council for the year”.
- 9.2 Provisions for calling meetings, enabling the public to be present and making documents available are contained in two principal pieces of legislation: the Local Government Act 1972, ss 100A to 100K for meetings of the full council and for non-executive committees; and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 for executive meetings, in particular cabinet. The 2020 Regulations provides stand-alone powers and amends these provisions to address the various issues which arise due to the Covid-19 pandemic

- 9.3 The Local Government Act 1972 requires members to be physically present in order for a meeting to take place.
- 9.4 Section 78 of the Coronavirus Act 2020 allows the relevant national authority to make regulations providing for virtual meetings in local authorities. It provides that regulations can be made relating to requirements for local authorities in relation to holding meetings, the requirements on timing and frequency of meetings, the place at which meetings must be held, and the way in which people may attend, speak and vote. The Regulations may also make provision relating to public admission and access to meetings and the availability of meeting documents
- 9.5 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) came into force 4 April 2020. These apply to local authorities in England and police and crime panels in England and Wales. The Regulations apply to meetings held, or required to be held, before 7 May 2021, so concern the specific effects of lockdown and potential continuing social distancing measures.

10. FINANCIAL IMPLICATIONS

- 10.1 No financial implications arise directly from this report. A schedule of meetings forms part of the Council’s usual business arrangements.

11. RISK IMPLICATIONS

- 11.1 There are no direct risk implications arising from this report.

12. EQUALITIES IMPLICATIONS

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 There are no equalities implications in this report.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 The Social Value Act and “go local” policy do not apply to this report.

14. ENVIRONMENTAL IMPLICATIONS

- 14.1. There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

- 15.1 There are no human resource implications.

16. APPENDICES

16.1 Appendix A – Calendar of Meetings 2019/20

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17. BACKGROUND PAPERS

17.1 None.