

Title of Report:	Timetable of Council and Committee Meetings Schedule January –December 2021
Committee Report Submitted To:	Corporate Policy and Resources Committee
Date of Meeting:	22nd September 2020
For Decision or For Information	For Decision

Linkage to Council Strategy (2019-23)	
Strategic Theme	Leader and Champion
Outcome	Provide Civic Leadership
Lead Officer	Director of Corporate Services

Budgetary Considerations	
Cost of Proposal	
Included in Current Year Estimates	YES/NO
Capital/Revenue	
Code	
Staffing Costs	

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

1.0 Purpose of Report

The purpose of the report is to present the Schedule of Council and Committee Meetings, January 2021 -December 2021 for Council decision.

2.0 Background

2.1 The day and frequency of Council and Committee meetings each month previously agreed, is presented as follows:

- Council Meeting – 1st Tuesday at 7pm;
- Environmental Service Committee – 2nd Tuesday at 7pm;
- Audit Committee - Quarterly on 2nd Wednesday at 7pm;
- Finance Committee – 2nd Thursday at 7pm;
- Leisure and Development Committee – 3rd Tuesday at 7pm;
- Corporate Policy and Resources Committee – 4th Tuesday at 7pm;
- Planning Committee (with full Council powers) – 4th Wednesday at 2pm.

3.0 Proposals

3.1 Rate Strike Meeting 2021

Councils are legally required to strike the rate no later than the 15th February each year.

It is proposed that Council shall hold its Rate Strike Meeting on Thursday 4th February 2021 at 7PM. It is further proposed that Council shall hold Wednesday 10th February 2021 at 7pm and Thursday 11th February 2021 at 7PM, in the event of allowing time for any potential adjournment (if required) and enable Council to strike within the appointed timeframe.

3.2 The Annual Meeting 2021

In accordance with Council's Standing Orders, *'In every year that is not a local election year the Council shall hold an Annual Meeting in the month of June'*.

It is proposed that Council shall hold its Annual Meeting on the first Monday of June, Monday 7th June 2021 at 7PM.

3.3 Proposed Schedule of Council and Committee Meetings January - December 2021

In accordance with Council's Standing Orders, Protocol for The Operation of the Planning Committee, Annex D, 4.1, *"No meeting will take place in the month of July"*.

The proposed Timetable of Meetings Schedule 2021 has been presented taking into account a proposed July recess and key public holiday periods.

Rescheduled meeting dates have been presented for Council decision, where appropriate.

4.0 Recommendation

It is recommended that Council hold its Annual Meeting on Monday 7th June 2021 at 7PM;
that Council hold its Rate Strike meeting on Thursday 4th February 2021 at 7PM; and hold Wednesday 10th February 2021 at 7PM and Thursday 11th February 2021 at 7PM;
that Council consider the Timetable of Meetings Schedule, January 2021-December 2021 inclusive, attached as Appendix i.

DATES OF COUNCIL AND COMMITTEE MEETINGS
JANUARY 2021 – DECEMBER 2021 INCLUSIVE

2021	January	February		March	April	May	June		July	August	September	October	November	December
Council Meeting at 7PM	5th	2nd	Thursday 4th Rates and hold Wednesday 10th / Thursday 11th	2nd	6th– (Easter Tuesday) Tuesday 30th March a week earlier <u>or</u> Thursday 1st April, earlier	4th	1st	Monday 7th The Annual Meeting	6th <u>or</u> a week earlier Tues 29th June	3rd	7th	5th	2nd	7th
Environmental Services Committee Meeting at 7PM	12th	9th		9th	13th	11th	8th		Recess	10th	14th	12th	9th	14th
Finance Committee at 7PM	14th	11th (holding for Rates) Thursday 18th a week later		11th	8th– (Easter Week) Thursday 15th a week later	13th	10th			12th	9th	14th	11th	9th
Audit Committee Meeting at 7PM				10th			9th				8th			8th
Leisure & Development Committee Meeting at 7PM	19th	16th		16th	20th	18th	15th			17th	21st	19th	16th	21st
Corporate Policy & Resources Committee Meeting at 7PM	26th	23rd		23rd	27th	25th	22nd			24th	28th	26th	23rd	28th Do not schedule
Planning Committee Meeting at 2PM	27th	24th		24th	28th	26th	23rd			No Meeting	25th	22nd	27th	24th