

Title of Report:	SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS OCTOBER 2019 – DECEMBER 2019 and JANUARY – DECEMBER 2020
Committee Report Submitted To:	Corporate Policy & Resources Committee
Date of Meeting:	17 September 2019
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	n/a
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

To present the Schedule of Council and Committee Meetings, October 2019 - December 2019 (appendix i) and January 2020 - December 2020 (appendix ii).

1.1 Background

At the Corporate Policy & Resources Committee meeting held 20th August 2019 and subsequent Council meeting held 27th August 2019 it was **AGREED** that Council adopt Option C, *'Move the Council meeting to the 1st Tuesday of the following month'*.

The day and frequency of Council and Committee meetings agreed will now be presented as follows:

- Council Meeting – 1st Tuesday at 7pm
- Environmental Service Committee – 2nd Tuesday at 7pm
- Audit Committee - Quarterly on 2nd Wednesday at 7pm (*rotation did not change*)
- 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.

1.2 Rate Strike Meeting 2020

It is proposed Council shall hold its Rate Strike Meeting at its normal Council meeting on Tuesday 4 February 2020 at 7pm. It is further proposed Council shall hold Thursday 6 February 2020 at 7pm and Thursday 13 February 2020 at 7pm in the event of allowing time for any potential adjournment (if required) and enable Council to strike within the appointed timeframe.

1.3 Annual Meeting 2020

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

The date of the Annual Meeting is set at Monday 8 June 2020 at 7pm.

1.4 Proposed Schedule of Council and Committee Meetings Oct 2019 - Dec 2019 and January 2020 - December 2020

The proposed Timetable of Meetings Schedule has been presented taking into account key public holiday periods and a recess from Council business in July 2020.

It is proposed that a Corporate Policy & Resources Committee meeting is not scheduled in the same month an Audit Committee would be scheduled to meet (March, June, September and December).

1.5 Recommendation

It is recommended:

- that Council note the date of the Annual Meeting, Monday 8th June 2020 at 7pm.
- that Council hold its Rate Strike meeting on Tuesday 4th February 2020 at 7pm.
- that Council approve the Timetable of Meetings Schedule, October 2019 to December 2019, attached as Appendix i and January 2020 to December 2020, attached as Appendix ii.

**DATES OF COUNCIL AND COMMITTEE MEETINGS
OCTOBER 2019 – DECEMBER 2019 INCLUSIVE**

MEETING	OCTOBER	NOVEMBER	DECEMBER
Council at 7PM	1st	5th	3rd
Environmental Services At 7PM	8th	12th	10th
Audit at 7PM	-	-	11th
Leisure & Development At 7PM	15th	19th	17th
Corporate Policy & Resources at 7PM	22nd	26th	-
Planning at 2PM	23rd	27th	*18th <small><u>Wednesday</u> a week earlier</small>

* dates changed from agreed rotation due to public holidays / July recess / unforeseen circumstances

**DATES OF COUNCIL AND COMMITTEE MEETINGS
JANUARY 2020 – DECEMBER 2020 INCLUSIVE**

MEETING	JAN	FEB	MAR	APR	MAY	JUNE			JULY	AUG	SEPT	OCT	NOV	DEC
Council at 7PM	7 th	4 th <u>Rate</u> <u>Strike</u> <u>Meeting</u>	3 rd	7 th	5 th	2 nd	8 th Annual Meeting <u>Monday</u>	*30 th (July Council Meeting <u>Tuesday</u> a week earlier	RECESS		1 st	6 th	3 rd	1 st
Environmental Services At 7PM	14 th	11 th	10 th	23 rd <u>Thursday</u> the following week	12 th	9 th				11 th	8 th	13 th	10 th	8 th
Audit at 7PM	-	-	11 th	-	-	10 th				-	9 th	-	-	9 th
Leisure & Development At 7PM	21 st	18 th	* 18 th <u>Wednesday</u> a day later	21 st	19 th	16 th				18 th	15 th	20 th	17 th	15 th
Corporate Policy & Resources at 7PM	28 th	25 th	-	28 th	26 th	-				25 th	-	27 th	24 th	-
Planning at 2PM	22 nd	26 th	25 th	22 nd	27 th	24 th				26 th	23 rd	28 th	25 th	* 16 th <u>Wednesday</u> ^a week earlier

* dates changed from agreed rotation due to public holidays / July recess / unforeseen circumstances