

EAST RENFREWSHIRE COUNCIL24 JUNE 2020Report by Deputy Chief ExecutiveCALENDAR OF MEETINGS – 2021**PURPOSE OF REPORT**

1. To seek approval for the 2021 meetings calendar.

**RECOMMENDATION**

2. That the Council:-
  - (a) approve the 2021 meetings calendar;
  - (b) agree that the proposed change in the time of the meeting of the Licensing Committee from 2pm to 10am take place with immediate effect; and
  - (c) note the dates of meetings of the Integration Joint Board.

**BACKGROUND**

3. In terms of the Council's Standing Orders, it is necessary for the full Council to approve the calendar of meetings of the Council, subject to the ability of committees to revise dates thereafter.

**REPORT**

4. To give Elected Members as much notice as possible of future meeting arrangements, the calendar of meetings is routinely prepared well in advance.
5. As usual the proposed calendar takes account of all meetings in respect of which the dates have been determined, but does not take into account those ad-hoc meetings which will be held as and when necessary (e.g. Appeals Committee, Appointments Committee, Planning Pre-determination hearing etc.) and any other special meetings that may be called from time to time.

Council

6. In recent years, due to the late approval of the Scottish Government budget and the subsequent late confirmation of local government funding levels, it has been necessary for the originally scheduled budget meeting to be cancelled and rearranged at relatively short notice. This has caused inconvenience for a number of Elected Members. To deal with this, it has been agreed for the previous 2 years that the scheduled budget meeting take place at the end of February. This arrangement worked satisfactorily and did not require the rescheduling of the budget meeting due to any last minute announcements by the Scottish Government. A similar arrangement has been proposed for 2021.

Education Committee

7. Every effort has also been made to ensure that meetings of the Education Committee are not held on the day of Jewish festivals.

Audit & Scrutiny Committee

8. Similar arrangements have been retained in relation to the timing of the presentation of the Treasury Management Strategy to the Audit & Scrutiny Committee and the full Council, the draft Annual Accounts to the Audit & Scrutiny Committee and the final Annual Accounts to the Audit & Scrutiny Committee and the Council, and appropriate dates built in to the calendar.

Licensing Committee

9. Following consultation with the members of the committee the time of meetings has been changed from 2.00 pm to 10.00 am. It is also proposed that the change in the time of the meetings take place with immediate effect for the remaining meetings in 2020.

Integration Joint Board

10. For Members' information the dates of meetings of the Integration Joint Board have been incorporated into the calendar.

Scottish Parliament Elections

11. The Committee Services Team will be heavily involved in organising the Scottish Parliament elections currently scheduled for Thursday 6 May 2021. To mitigate the impact of this it has been necessary to reschedule some meetings to remove the requirement for meeting papers to be issued on Friday 7 May. As things currently stand this would be the day following an overnight count, although the possibility of a next day count is currently being considered by the Scottish Government.

Venues

12. The calendar has been drafted with the expectation that meetings will take place in the normal venues, with the exception of those meeting that may have to be moved depending on whether or not the Chamber/Members Lounge is in use as the Election Office and for postal vote opening. However, this will be further qualified by circumstances at the time. It may be that the meetings still need to be held "virtually" or, depending on whatever social distancing guidelines are in effect at the time, it may be necessary to move to an alternative venue to enable "in person" meetings to take place.

**RECOMMENDATION**

12. That the Council:-
- (a) approve the 2021 meetings calendar;
  - (b) agree that the proposed change in the time of the meeting of the Licensing Committee from 2pm to 10am take place with immediate effect; and
  - (c) note the dates of meetings of the Integration Joint Board.

Local Government (Access to Information) Act 1985

Background Papers - None

Report Author: Eamonn Daly, Democratic Services Manager 577 3023

e-mail:- [eamonn.daly@eastrenfrewshire.gov.uk](mailto:eamonn.daly@eastrenfrewshire.gov.uk)

BLANK PAGE

## SUMMARY OF MEETING DATES

January to December 2021

<b>COUNCIL – 7.00PM (Wednesday) N.B. Meeting marked with an asterisk (*) will start at 10.00 am on Thursday. Meeting marked with a double asterisk (**) will start at 4pm on Thursday</b>	<b>CABINET – 10.00AM (Thursday)</b>	<b>CABINET (Police and Fire) – 10.00AM (Thursday)</b>	<b>EDUCATION COMMITTEE – 10.00AM (Thursday)</b>
	28 January		21 January
25 February (*)	4 February	11 February	
	4 March		11 March
28 April	1 and 15 April		22 April
	13 May		
30 June	3 June	17 June	10 June
	12 and 26 August		19 August
8 and 23(**) September	9 and 23 September	16 September	30 September
27 October	7 and 21 October		
	4 and 25 November	18 November	11 November
15 December	2 December		

<b>PLANNING APPLICATIONS COMMITTEE 2.00PM (Wednesday)</b>	<b>LOCAL REVIEW BODY 2.30 PM (Wednesday)</b>	<b>AUDIT &amp; SCRUTINY COMMITTEE 2.00PM (Thursday)</b>	<b>LICENSING COMMITTEE 10.00 AM (Tuesday)</b>
20 January	20 January	21 January	19 January
10 February	10 February	18 February	16 February
10 March	10 March	18 March	16 March
7 April	7 April	29 April	13 April
19 May	19 May		18 May
9 June	9 June	24 June	8 June
4 August	4 August	12 August	10 August
1 and 29 September	1 and 29 September	23 September	7 September
			5 October
3 November	3 November	18 November	2 November
1 December	1 December		7 December

<b>JOINT CONSULTATIVE COMMITTEE (1<sup>st</sup> TIER) 2.00 PM (Thursday)</b>	<b>INTEGRATION JOINT BOARD 10.00 AM (Wednesday) N.B. Meeting marked with an asterisk (*) will start at 10.30 am.</b>
	27 January
11 February	
	17 March (*)
20 May	12 May
	23 June (*)
	11 August
16 September	22 September (*)
	24 November (*)