

Council

Date of Meeting: 20 February 2020

Report Title: Calendar of Meetings for 2020-21

Senior Officer: Jane Burns, Executive Director Corporate Services

1. Report Summary

- 1.1. Approval is sought for the draft Calendar of Meetings for Cheshire East Council for 2020-21.

2. Recommendation/s

- 2.1. That Council approves the Calendar of Meetings for Cheshire East Council 2020-21.

3. Reasons for Recommendation/s

- 3.1. The Council is required to give public notice of its meetings in order to fulfil its legal obligations under the Access to Information Rules set out in the Constitution and to meet its obligations under the Local Government Act 1972. The Calendar will assist the Council in meeting these requirements.

4. Other Options Considered

- 4.1. Not applicable.

5. Background

- 5.1. As set out in its Constitution (Chapter 3 – Part 1 para 1.1) the Borough Council is required to decide when its meetings will take place and these will be contained in a calendar of meetings.

It is for full Council to approve the calendar.

- 5.2. The proposed scheduling of meetings for 2020/21 follows the pattern adopted in previous years. As far as possible only one Committee has been scheduled per day, and meetings of each Committee have been scheduled on the same weekday where possible.

- 5.3. Scheduling of meetings has taken into account the business planning/performance reporting cycle, where possible.
- 5.4. The month of August has been retained as a period of “recess”, except for planning meetings.
- 5.5. No meetings have been scheduled on the dates of Cheshire Show (16 and 17 June 2020) and Nantwich Show (17 July 2020). Full Council in July has been scheduled for 22 July 2020, which is one of the days when the RHS Tatton Park Flower Show is taking place – the Show runs from 22 to 26 July 2020. This has been the approach in past years which, as far as officers are aware, has been acceptable.
- 5.6. Following the decision of Council on 19 December 2019, the meetings of full Council have been scheduled to be held at 11 am on Wednesdays on the following dates: 22 July 2020, 21 October 2020, 16 December 2020, 17 February 2021 and Annual Council on 12 May 2021.
- 5.7. The calendar of meetings has been circulated for comments to the following:
 - Corporate Leadership Team
 - Cabinet members
 - Committee Chairmen
 - Group Leaders
 - Group Whips

6. Implications of the Recommendations

6.1. Legal Implications

- 6.1.1. There are no specific legal implications other than those identified in the main body of the report.

6.2. Finance Implications

- 6.2.1. There are no direct finance implications.

6.3. Policy Implications

- 6.3.1. There are no direct policy implications.

6.4. Equality Implications

- 6.4.1. There are no direct implications for equality.

6.5. Human Resources Implications

6.5.1. There are no direct implications for human resources.

6.6. Risk Management Implications

6.6.1. A published calendar of meetings enables effective business planning and decision making procedures.

6.7. Rural Communities Implications

6.7.1. There are no direct implications for rural communities.

6.8. Implications for Children & Young People

6.8.1. There are no direct implications for children and young people.

6.9. Public Health Implications

6.9.1. There are no direct implications for public health.

6.10 Climate Change Implications

6.10.1 There are no implications for climate change.

7. Ward Members Affected

7.1. All Wards

8. Consultation & Engagement

8.1. The draft calendar of meetings has been circulated to the Corporate Leadership Team, Committee Chairmen, Group Leaders and Group Whips.

9. Access to Information

9.1. Background papers relating to this report can be inspected by contacting the officer named below.

10. Contact Information

10.1. Any questions relating to this report should be directed to the following officer:

Name: Rachel Graves

Job Title: Democratic Services Officer

Email: rachel.graves@cheshireeast.gov.uk

Calendar of Meetings 2020/21

COMMITTEE	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY
Council (Wed 11 am)	13		22			21		16		17			12
Cabinet Bodies													
Cabinet (Tue 1 pm)		9	7		8	6	10	1	12	2	9	13	4
Shared Services Joint (Fri 2 pm, Winsford)		26					27		22		26		
Corporate Bodies													
Constitution Committee (Thu 2 pm)		25			17		19				25		
Community Governance Review Sub Committee (Tue/Thu 10 am)		4					3			9			
Audit and Governance Committee (Thu 2 pm)	28		30		24			10			11		
Staffing Committee (Thu 2 pm)			16			22			21			22	
Appeals Sub Committee (Mon/Tue 2 pm)		2	13		1	5	2, 30		5	8	2, 29		10
Regulatory Bodies													
Licensing Committee (Mon 2 pm)		1			7		9		11		1		
General Licensing Sub Committee (10 am)		18	14	27	15	20	12	8	19	11	16	27	
Public Rights of Way Committee (Mon 2 pm)		8			14			7			8		

COMMITTEE	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY
Strategic Planning Board (Wed 10 am)	20	24	29	26	23	14	18	9	27	24	24	21	
Southern Planning (Wed 10 am)	27		1	5	2, 30	28	25		6	3	3, 31	28	
Northern Planning (Wed 10 am)		3	8	12	9	7	4	2	13	10	10	7	5
Overview and Scrutiny Bodies													
Corporate (Thu 2.00 pm)		4			3	1, 29			7	1		8	
Health and Adult Social Care and Communities Overview and Scrutiny Committee (Thu 10 am)		11	9		10	8	5	3	14	4	4	15	6
Environment and Regeneration (Mon 10 am)		15			21	19	16	14	18		15		
Children and Families (Mon 1.30 pm)		22			28		23		25		22		
Others													
Health and Wellbeing Board (Tue 2 pm)	26		28		22		24		26		23		
Local Authority School Governor Appointments Panel (Mon 2 pm)			6			12				15			
ASDV Shareholder Committee (2 pm)			27				4, 17, 26			11	17		11

COMMITTEE	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY
Corporate Parenting Committee (Tue 4 pm)	19		14		29		17		19		30		