

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

MUNICIPAL YEAR 2017-2018

**COUNCIL
17 MAY 2017**

Agenda Item No. 13

**REPORT OF THE DIRECTOR, LEGAL
AND DEMOCRATIC SERVICES**

**CALENDAR OF MEETINGS
MUNICIPAL YEAR 2017/2018**

1. PURPOSE OF THE REPORT

To seek approval of the Calendar of Meetings for the 2017/2018 Municipal Year.

2. RECOMMENDATIONS

- 2.1 To note the contents of the report; and
- 2.2 To agree the proposed Calendar of Meetings for the Municipal Year 2017/2018.

3. BACKGROUND

- 3.1 In accordance with Part 4 of the Constitution, within the section marked Council Procedure Rules, it is required that the Calendar of Meetings for the forthcoming municipal year be presented at the Annual Council Meeting.

4. PROPOSED CALENDAR OF MEETINGS

- 4.1 Attached is the proposed Calendar of Meetings for the 2017/2018 Municipal Year which includes the proposed dates for the Cabinet, Council, Licensing Committee, Audit Committee and the Planning & Development Committee.

5. FORMAL DIARY MEETINGS

Council

- 5.1 Within the proposed Calendar, Council meetings are, in the main, scheduled on a monthly cycle. It is proposed to include "Open Government" sessions at each meeting.
- 5.2 Following the Council meeting held on the 14th January, 2009 when it was resolved under Minute No.114(1) - "*That an Annual Leader's debate be part of the calendar of meetings for each municipal year*",

the Leader has agreed to this being incorporated into the Council meeting scheduled for Wednesday, 1st November 2017.

Regulatory Committees

- 5.3 The Licensing Committee will meet approximately every 6 weeks. The Licensing Committee will also meet on a quarterly basis as indicated in the Calendar, to deal specifically with issues arising from the Licensing Act 2003. Licensing Sub-Committees, convened under the Licensing Act 2003, will be convened as and when required.
- 5.4 Whilst there is a recess during the month of August, in the interests of efficiency, meetings of the Licensing Committee and the Licensing Sub-Committees can be convened to deal with any urgent business.
- 5.5 Dates have been allocated to the Planning and Development Committee (subject to the approval of the change in this committee's name from Development Control Committee at Agenda item 6) throughout the calendar year to allow for two meetings per month to take place.

Scrutiny Committees

- 5.6 In accordance with the Council's Constitution each of the Scrutiny Committees is required to hold at least 8 meetings during the Municipal Year. At this point in time, the meetings of the Scrutiny Committees are not included in the calendar until discussions have been undertaken with the Chairs and Vice Chairs of the relevant Scrutiny Committees. This will allow for flexibility in the calendar to schedule meetings to suit individual requirements and work programmes.

Audit

- 5.7 Meetings of the Audit Committee are scheduled in the calendar mostly on a 6 week cycle.

Democratic Services Committee

- 5.8 It is proposed that the Democratic Services Committee will meet on an ad-hoc basis as, in accordance with the Local Government (Wales) Measure 2011 requirements (Section 15(2)) - it has to meet at least once a year.

Standards Committee

- 5.9 The Standards Committee will meet as and when necessary in order to deliver its work programme.

Other Committees

- 5.10 Meetings of the Appointments Committee, the Appeals/Employee Appeals/Chief Officer Appeals Committee, Pension Fund Committee and the Corporate Governance and Constitution Committee will meet as and when required.

Cabinet

- 5.11 In accordance with the Council's Constitution the Cabinet is required to meet at least 12 times during the Municipal Year.

Cabinet Sub-Committees

- 5.12 Cabinet Committees will be convened as and when there is sufficient business.

6. SPECIAL MEETINGS

- 6.1 Special/Extraordinary meetings of Council or Committees may be called, should this be deemed necessary by the Mayor or the relevant Chairman.

7. FUTURE TIMING OF MEETINGS

- 7.1 In accordance with Section 6 of the Local Government Measure 2011, a survey will be carried out during this Municipal Year to assess Members' preferences regarding the future timing of meetings.

LOCAL GOVERNMENT ACT 1972

as amended by

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

LIST OF BACKGROUND PAPERS

COUNCIL

17 MAY 2017

REPORT OF THE DIRECTOR OF LEGAL & DEMOCRATIC SERVICES

REPORT

Calendar of Meetings for Municipal Year 2017/2018

Freestanding matter



RHONDDA CYNON TAF

CALENDAR OF MEETINGS
MAY 2017 – MAY 2018

This page intentionally blank

MAY 2017

MONDAY		1 BANK HOLIDAY	8	15	22	29 BANK HOLIDAY
TUESDAY		2	9	16	23	30
WEDNESDAY		3	10	17 Council AGM	24	31
THURSDAY		4	11	18	25	
FRIDAY		5	12	19	26	
SATURDAY		6	13	20	27	
SUNDAY		7	14	21	28	

JUNE 2017

MONDAY		5 Audit Committee 5pm	12	19	26
TUESDAY		6	13	20 Licensing Committee 5pm	27
WEDNESDAY		7	14	21 Council 5pm	28
THURSDAY	1	8 Planning & Development Committee 5pm	15	22 Cabinet 10.30am Planning & Development Committee 5pm	29
FRIDAY	2	9	16	23	30
SATURDAY	3	10	17	24	
SUNDAY	4	11	18	25	

JULY 2017

MONDAY		3	10	17 Audit Committee 5pm	24
TUESDAY		4	11	18 Cabinet 10.30am	25 Licensing (2003 Act) Committee 4.30pm Licensing Committee 5pm
WEDNESDAY		5	12	19 Council 5pm	26
THURSDAY		6 Planning & Development Committee 5pm	13	20 Planning & Development Committee 5pm	27
FRIDAY		7	14	21	28
SATURDAY	1	8	15	22	29
SUNDAY	2	9	16	23	30

AUGUST 2017

MONDAY		7	14	21	28 BANK HOLIDAY
TUESDAY	1	8	15	22	29
WEDNESDAY	2	9	16	23	30
THURSDAY	3 Planning & Development Committee 5pm	10	17 Planning & Development Committee 5pm	24	31
FRIDAY	4	11	18	25	
SATURDAY	5	12	19	26	
SUNDAY	6	13	20	27	

SEPTEMBER 2017

MONDAY		4 Audit Committee 5pm	11	18	25
TUESDAY		5 Licensing Committee 5pm	12	19	26
WEDNESDAY		6	13	20	27 Council 5pm
THURSDAY		7 Planning & Development Committee 5pm	14	21 Cabinet 10.30am Planning & Development Committee 5pm	28
FRIDAY	1	8	15	22	29
SATURDAY	2	9	16	23	30
SUNDAY	3	10	17	24	

OCTOBER 2017

MONDAY		2	9	16 Audit Committee 5pm	23	30
TUESDAY		3	10	17 Licensing (2003 Act) Committee 4.30pm Licensing Committee 5pm	24	31
WEDNESDAY		4	11	18	25	
THURSDAY		5 Planning & Development Committee 5pm	12	19 Planning & Development Committee 5pm	26 Cabinet 10.30am	
FRIDAY		6	13	20	27	
SATURDAY		7	14	21	28	
SUNDAY	1	8	15	22	29	

NOVEMBER 2017

MONDAY		6	13	20	27 Audit Committee 5pm
TUESDAY		7	14	21	28 Licensing Committee 5pm
WEDNESDAY	1 Council (inc .Leader's Debate) 5pm	8	15	22	29 Council 5pm
THURSDAY	2 Planning & Development Committee 5pm	9	16 Planning & Development Committee 5pm	23 10.30am Cabinet	30
FRIDAY	3	10	17	24	
SATURDAY	4	11	18	25	
SUNDAY	5	12	19	26	

DECEMBER 2017

MONDAY		4	11	18	25 BANK HOLIDAY
TUESDAY		5	12	19 Cabinet 10.30am Licensing Committee 5pm	26 BANK HOLIDAY
WEDNESDAY		6	13	20	27
THURSDAY		7 Planning & Development Committee 5pm	14	21 Planning & Development Committee 5pm	28
FRIDAY	1	8	15	22	29
SATURDAY	2	9	16	23	30
SUNDAY	3	10	17	24	31

JANUARY 2018

MONDAY	1 BANK HOLIDAY	8 Audit Committee 5pm	15	22	29
TUESDAY	2	9	16	23 Licensing (2003 Act) Committee 4.30pm Committee 5pm	30
WEDNESDAY	3	10 Council 5pm	17	24	31
THURSDAY	4 Planning & Development Committee 5pm	11	18 Planning & Development Committee 5pm	25 Cabinet 10.30am	
FRIDAY	5	12	19	26	
SATURDAY	6	13	20	27	
SUNDAY	7	14	21	28	

FEBRUARY 2018

MONDAY		5	12	19 Audit Committee 5pm	26
TUESDAY		6	13	20	27
WEDNESDAY		7	14	21 Council 5pm	28
THURSDAY	1 Planning & Development Committee 5pm	8	15 Cabinet 10.30am Planning & Development Committee 5pm	22	
FRIDAY	2	9	16	23	
SATURDAY	3	10	17	24	
SUNDAY	4	11	18	25	

MARCH 2018

MONDAY		5	12	19	26
TUESDAY		6 Licensing Committee 5pm	13	20	27
WEDNESDAY		7	14	21	28 Council 5pm
THURSDAY	1 Planning & Development Committee 5pm	8	15 Planning & Development Committee 5pm	22 Cabinet 10.30am	29
FRIDAY	2	9	16	23	30 BANK HOLIDAY
SATURDAY	3	10	17	24	31
SUNDAY	4	11	18	25	

APRIL 2018

MONDAY	30 Audit Committee 5pm	2 BANK HOLIDAY	9	16	23
TUESDAY		3	10	17 Licensing (2003 Act) Committee 4.30pm Licensing Committee 5pm	24
WEDNESDAY		4	11	18	25 Council 5pm
THURSDAY		5 Planning & Development Committee 5pm	12	19 Planning & Development Committee 5pm	26
FRIDAY		6	13	20 Cabinet 10.30am	27
SATURDAY		7	14	21	28
SUNDAY	1	8	15	22	29

MAY 2018

MONDAY		7 BANK HOLIDAY	14	21	28 BANK HOLIDAY
TUESDAY	1	8	15	22	29
WEDNESDAY	2	9	16	23 COUNCIL AGM	30
THURSDAY	3	10	17	24	31
FRIDAY	4	11	18	25	
SATURDAY	5	12	19	26	
SUNDAY	6	13	20	27	

This page intentionally blank