

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**MUNICIPAL YEAR 2014-2015**

**COUNCIL  
21 MAY 2014**

**Agenda Item No.14**

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

**CALENDAR OF MEETINGS  
MUNICIPAL YEAR 2014/2015**

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**1. PURPOSE OF THE REPORT**

To seek approval of the Calendar of Meetings for the 2014/2015 municipal year.

**2. RECOMMENDATIONS**

- (1) To note the contents of the report.
- (2) To agree the proposed Calendar of Meetings for the municipal year 2014/2015.

**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 2014/2015 municipal year which includes the proposed dates for the Cabinet, Cabinet Performance & Resources Committee, Council, Licensing Committees, the Council's Scrutiny Committees and the Development Control 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 monthly meeting.

- 5.2 Following the Council meeting held on the 14<sup>th</sup> 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 29 October 2014.

### **Regulatory Committees**

- 5.4 The Licensing Committee will meet approximately every six 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.
- 5.5 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.
- 5.6 Dates have been allocated to the Development Control Committee throughout the calendar year to allow for two meetings per month to take place.

### **Scrutiny Committees**

- 5.7 Meetings have been scheduled in the calendar for each of the four Service Scrutiny Committees and meetings of the Overview & Scrutiny Committee. Additional meetings will also be scheduled as and when required.

### **Audit**

- 5.8 Meetings of the Audit Committee have been scheduled in the calendar, mostly on a six week cycle.

### **Democratic Services Committee**

- 5.9 It is proposed that the Democratic Services Committee will meet on an ad-hoc basis as, in accordance with The Measure requirements (Section 15(2)) - it only has to meet once a year.

### **Standards Committee**

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

### **Other Committees**

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

### **Cabinet**

- 5.12 The Cabinet will, in the main, meet once every four weeks. The first meeting will take place on 23 June 2014. Special meetings of the Cabinet have been scheduled for 12 January 2015 and 9 February 2015, to deal specifically with reports relating to the findings of the budget consultation process, Phases 1 and 2 respectively.

### **Cabinet Committees**

- 5.13 Four meetings of the Cabinet Performance & Resources Committee have been included in the calendar and other Cabinet Committees will convene 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.

**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**

**21 MAY 2014**

**REPORT OF THE DIRECTOR OF LEGAL & DEMOCRATIC SERVICES**

**REPORT**

**OFFICER TO CONTACT**

**Calendar of Meetings for Municipal Year 2014/2015**

Mrs.Z.Maisey

Freestanding matter

(01443) 424099



RHONDDA CYNON TAF

**CALENDAR OF MEETINGS**  
**MAY 2014 – MAY 2015**

**MAY 2014**

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

## JUNE 2014

<b>MONDAY</b>		2	9 Overview & Scrutiny Committee 5 p.m.	16 Audit Committee 5 p.m.	23 Cabinet 4 p.m.	30
<b>TUESDAY</b>		3	10	17 Licensing Committee 5 p.m.	24	
<b>WEDNESDAY</b>		4	11 Education & Lifelong Learning Scrutiny Committee 5 p.m.	18	25 Council 5 p.m.	
<b>THURSDAY</b>		5 Development Control Committee 5 p.m.	12	19 Development Control Committee 5 p.m.	26	
<b>FRIDAY</b>		6	13	20	27	
<b>SATURDAY</b>		7	14	21	28	
<b>SUNDAY</b>	1	8	15	22	29	

## JULY 2014

<b>MONDAY</b>		7	14 Environmental Services Scrutiny Committee 5 p.m.	21 Cabinet 4 p.m. Cabinet P&R Committee 4.30 p.m.	28 Audit Committee 5 p.m.
<b>TUESDAY</b>	1	8 Corporate Services Scrutiny Committee 4 p.m.	15	22	29 Licensing (2003 Act) Committee 4.30 p.m. Licensing Committee 5 p.m.
<b>WEDNESDAY</b>	2 Community & Children's Services Committee 5 p.m.	9 Education & Lifelong Learning Scrutiny Committee 5 p.m.	16 Overview & Scrutiny Committee 5 p.m.	23 Council 5 p.m.	30
<b>THURSDAY</b>	3 Development Control Committee 5 p.m.	10	17 Development Control Committee 5 p.m.	24	31
<b>FRIDAY</b>	4	11	18	25	
<b>SATURDAY</b>	5	12	19	26	
<b>SUNDAY</b>	6	13	20	27	



**AUGUST 2014**

<b>MONDAY</b>		4	11	18	25	<b>BANK HOLIDAY</b>
<b>TUESDAY</b>		5	12	19	26	
<b>WEDNESDAY</b>		6	13	20	27	
<b>THURSDAY</b>		7 Development Control Committee 5 p.m.	14	21 Development Control Committee 5 p.m.	28	
<b>FRIDAY</b>	1	8	15	22	29	
<b>SATURDAY</b>	2	9	16	23	30	
<b>SUNDAY</b>	3	10	17	24	31	

## SEPTEMBER 2014

<b>MONDAY</b>	1	8	15	22	29
		Environmental Services Scrutiny Committee 5 p.m.	Audit Committee 5 p.m.	Cabinet 4 p.m. Cabinet P&R Committee 4.30 p.m.	
<b>TUESDAY</b>	2	9	16	23	30
		Licensing Committee 5 p.m.			
<b>WEDNESDAY</b>	3	10	17	24	
		Education & Lifelong Learning Committee 5 p.m.		Council 5 p.m.	
<b>THURSDAY</b>	4	11	18	25	
		Development Control Committee 5 p.m.	Development Control Committee 5 p.m.		
<b>FRIDAY</b>	5	12	19	26	
<b>SATURDAY</b>	6	13	20	27	
<b>SUNDAY</b>	7	14	21	28	

## OCTOBER 2014

<b>MONDAY</b>		6 Environmental Services Scrutiny Committee 5 p.m.	13	20 Cabinet 4 p.m.	27 Audit Committee 5 p.m.
<b>TUESDAY</b>		7 Corporate Services Scrutiny Committee 4 p.m.	14	21 Licensing (2003 Act) Committee 4.30 p.m. Licensing Committee 5 p.m.	28
<b>WEDNESDAY</b>	1 Education & Lifelong Learning Scrutiny Committee 5 p.m.	8 Community & Children's Services Scrutiny Committee 5 p.m.	15 Overview & Scrutiny Committee 5 p.m.	22	29 Council (including the Leader's Annual Debate) 5 p.m.
<b>THURSDAY</b>	2 Development Control Committee 5 p.m.	9	16 Development Control Committee 5 p.m.	23	30
<b>FRIDAY</b>	3	10	17	24	31
<b>SATURDAY</b>	4	11	18	25	
<b>SUNDAY</b>	5	12	19	26	

**NOVEMBER 2014**

<b>MONDAY</b>		3	10	17 Cabinet 4 p.m. Cabinet P&R Committee 4.30 p.m.	24
<b>TUESDAY</b>		4	11	18	25
<b>WEDNESDAY</b>		5	12	19	26 Council 5 p.m.
<b>THURSDAY</b>		6 Development Control Committee 5 p.m.	13	20 Development Control Committee 5 p.m.	27
<b>FRIDAY</b>		7	14	21	28
<b>SATURDAY</b>	1	8	15	22	29
<b>SUNDAY</b>	2	9	16	23	30

**DECEMBER 2014**

<b>MONDAY</b>	1 Environmental Services Scrutiny Committee 5 p.m.	8 Community & Children's Services Scrutiny Committee 5 p.m.	15 Cabinet 4 p.m.	22	29
<b>TUESDAY</b>	2 Licensing Committee 5 p.m.	9 Education & Lifelong Learning Scrutiny Committee 5 p.m.	16 Audit Committee 5 p.m.	23	30
<b>WEDNESDAY</b>	3 Corporate Services Scrutiny Committee 4 p.m.	10	17 Overview & Scrutiny Committee 5 p.m.	24	31
<b>THURSDAY</b>	4 Development Control Committee 5 p.m.	11	18 Development Control Committee 5 p.m.	25 <b>BANK HOLIDAY</b>	
<b>FRIDAY</b>	5	12	19	26 <b>BANK HOLIDAY</b>	
<b>SATURDAY</b>	6	13	20	27	
<b>SUNDAY</b>	7	14	21	28	

**JANUARY 2015**

<b>MONDAY</b>		5	12 Cabinet (Phase 1 Budget) 4 p.m.	19 Cabinet 4 p.m.	26 Environmental Services Scrutiny Committee 5 p.m.
<b>TUESDAY</b>		6	13	20 Licensing (2003 Act) Committee 4.30 p.m. Licensing Act 5 p.m.	27 Community & Children's Services Scrutiny Committee 5 p.m.
<b>WEDNESDAY</b>		7	14 Council 5 p.m.	21	28 Education & Lifelong Learning Scrutiny Committee 5 p.m.
<b>THURSDAY</b>	1 <b>BANK HOLIDAY</b>	8 Development Control Committee 5 p.m.	15	22 Development Control Committee 5 p.m.	29 Corporate Services Scrutiny Committee 4 p.m.
<b>FRIDAY</b>	2	9	16	23	30
<b>SATURDAY</b>	3	10	17	24	31
<b>SUNDAY</b>	4	11	18	25	

**FEBRUARY 2015**

<b>MONDAY</b>			2 Audit Committee 5 p.m.	9 Cabinet (Phase 2 Budget) 4 p.m.	16 Cabinet 4 p.m.	23
<b>TUESDAY</b>			3	10	17	24
<b>WEDNESDAY</b>			4 Overview & Scrutiny Committee 5 p.m.	11	18	25 Council 5 p.m.
<b>THURSDAY</b>			5 Development Control Committee 5 p.m.	12	19 Development Control Committee 5 p.m.	26
<b>FRIDAY</b>			6	13	20	27
<b>SATURDAY</b>			7	14	21	28
<b>SUNDAY</b>		1	8	15	22	

**MARCH 2015**

<b>MONDAY</b>		2	9	16 Cabinet 4 p.m. Cabinet P&R Committee 4.30 p.m.	23 Audit Committee 5 p.m.	30
<b>TUESDAY</b>		3 Licensing Committee 5 p.m.	10	17	24	31
<b>WEDNESDAY</b>		4	11	18	25 Council 5 p.m.	
<b>THURSDAY</b>		5 Development Control Committee 5 p.m.	12	19 Development Control Committee 5 p.m.	26	
<b>FRIDAY</b>		6	13	20	27	
<b>SATURDAY</b>		7	14	21	28	
<b>SUNDAY</b>	1	8	15	22	29	



## APRIL 2015

<b>MONDAY</b>			6 <b>BANK HOLIDAY</b>	13 Cabinet 4 p.m.	20 Environmental Services Scrutiny Committee 5 p.m.	27
<b>TUESDAY</b>			7	14 Licensing (2003 Act) Committee 4.30 p.m. Licensing Committee 5 p.m.	21	28
<b>WEDNESDAY</b>	1		8 Education & Lifelong Learning Scrutiny Committee 5 p.m.	15 Community & Children's Services Scrutiny Committee 5 p.m.	22 Council 5 p.m.	29 Overview & Scrutiny Committee 5 p.m.
<b>THURSDAY</b>	2 Development Control Committee 5 p.m.		9 Corporate Services Scrutiny Committee 4 p.m.	16 Development Control Committee 5 p.m.	23	30
<b>FRIDAY</b>	3 <b>BANK HOLIDAY</b>		10	17	24	
<b>SATURDAY</b>	4		11	18	25	
<b>SUNDAY</b>	5		12	19	26	

## MAY 2015

<b>MONDAY</b>		<b>4</b> BANK HOLIDAY	<b>11</b> Cabinet 4 p.m.	<b>18</b>	<b>25</b> BANK HOLIDAY
<b>TUESDAY</b>		<b>5</b>	<b>12</b>	<b>19</b>	<b>26</b>
<b>WEDNESDAY</b>		<b>6</b> Audit Committee 5 p.m.	<b>13</b>	<b>20</b> COUNCIL AGM	<b>27</b>
<b>THURSDAY</b>		<b>7</b> Development Control Committee 5 p.m.	<b>14</b>	<b>21</b>	<b>28</b>
<b>FRIDAY</b>	<b>1</b>	<b>8</b>	<b>15</b>	<b>22</b>	<b>29</b>
<b>SATURDAY</b>	<b>2</b>	<b>9</b>	<b>16</b>	<b>23</b>	<b>30</b>
<b>SUNDAY</b>	<b>3</b>	<b>10</b>	<b>17</b>	<b>24</b>	<b>31</b>