

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

MUNICIPAL YEAR 2016-2017

**COUNCIL
25 MAY 2016**

Agenda Item No.12

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

**CALENDAR OF MEETINGS
MUNICIPAL YEAR 2016/2017**

1. PURPOSE OF THE REPORT

To seek approval of the Calendar of Meetings for the 2016/2017 municipal year.

2. RECOMMENDATIONS

- 2.1 To note the contents of the report.
- 2.2 To agree the proposed Calendar of Meetings for the municipal year 2016/2017.

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 2016/2017 municipal year which includes the proposed dates for the Cabinet, Council, Licensing Committee, 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 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, 2nd November 2016.

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 Development Control Committee 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, meetings of all Scrutiny Committee have only been included up until October 2016 to allow flexibility in the calendar to schedule additional meetings to suit 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. The first meeting of the Cabinet will be on 23rd June 2016.

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.

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

25 MAY 2016

REPORT OF THE DIRECTOR OF LEGAL & DEMOCRATIC SERVICES

REPORT

Calendar of Meetings for Municipal Year 2016/2017

Freestanding matter



RHONDDA CYNON TAF

CALENDAR OF MEETINGS
MAY 2016 – MAY 2017

MAY 2016

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

JUNE 2016

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

JULY 2016

MONDAY		4 Public Services Delivery, Communities & Prosperity Scrutiny Committee 5 p.m.	11	18 Finance & Performance Scrutiny Committee 5 p.m.	25 Health & Wellbeing Scrutiny Committee 5 p.m.
TUESDAY		5	12	19	26 Licensing (2003 Act) Committee 4.30 p.m. Licensing Committee 5 p.m.
WEDNESDAY		6	13	20 Council 5 p.m.	27
THURSDAY		7 Development Control Committee 5 p.m.	14 Children & Young People Scrutiny Committee 5 p.m.	21 Cabinet 10.30 am Development Control Committee 5 p.m.	28 Overview & Scrutiny Committee 5 p.m.
FRIDAY	1	8	15	22	29
SATURDAY	2	9	16	23	30
SUNDAY	3	10	17	24	31

AUGUST 2016

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

Council Agenda - 25th May 2016
SEPTEMBER 2016

MONDAY		5 Public Service Delivery, Communities & Prosperity Scrutiny Committee 5 p.m.	12 Audit Committee 5 p.m.	19 Finance & Performance Scrutiny Committee 5 p.m.	26 Overview & Scrutiny Committee 5 p.m.
TUESDAY		6 Licensing Committee 5 p.m.	13	20	27
WEDNESDAY		7	14 Children & Young People Scrutiny Committee 5 p.m.	21	28 Council 5 p.m.
THURSDAY	1 Development Control Committee 5 p.m.	8 Health & Wellbeing Scrutiny Committee 5 p.m.	15 Development Control Committee 5 p.m.	22 Cabinet 10.30am	29
FRIDAY	2	9	16	23	30
SATURDAY	3	10	17	24	
SUNDAY	4	11	18	25	

OCTOBER 2016

MONDAY		3 Public Service Delivery, Communities & Prosperity Scrutiny Committee 5 p.m.	10 Finance & Performance Scrutiny Committee 5 p.m.	17	24 Children & Young People Scrutiny Committee 5 p.m.	31 Audit Committee 5 p.m.
TUESDAY		4	11	18 Licensing (2003 Act) Committee 4.30 p.m. Licensing Committee 5 p.m.	25	
WEDNESDAY		5	12 Health & Wellbeing Scrutiny Committee 5 p.m.	19	26 Overview & Scrutiny Committee 5 p.m.	
THURSDAY		6 Development Control Committee 5 p.m.	13	20 Development Control Committee 5 p.m.	27 Cabinet 10.30am	
FRIDAY		7	14	21	28	
SATURDAY	1	8	15	22	29	
SUNDAY	2	9	16	23	30	

NOVEMBER 2016

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

DECEMBER 2016

MONDAY		5 Audit Committee 5 p.m.	12	19	26 Bank Holiday
TUESDAY		6 Licensing Committee 5 p.m.	13	20	27 Bank Holiday
WEDNESDAY		7	14	21	28
THURSDAY	1 Development Control Committee 5 p.m.	8	15 Cabinet 10.30am Development Control Committee 5 p.m.	22	29
FRIDAY	2	9	16	23	30
SATURDAY	3	10	17	24	31
SUNDAY	4	11	18	25	

JANUARY 2017

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

FEBRUARY 2017

MONDAY		6	13	20	27
TUESDAY		7	14	21	28
WEDNESDAY	1	8	15	22 Council 5 p.m.	
THURSDAY	2 Development Control Committee 5 p.m.	9 Cabinet – Budget Setting 10.30am	16 Cabinet 10.30 a.m. Development Control Committee 5 p.m.	23	
FRIDAY	3	10	17	24	
SATURDAY	4	11	18	25	
SUNDAY	5	12	19	26	

MARCH 2017

MONDAY		6	13	20	27 Audit Committee 5 p.m.
TUESDAY		7 Licensing Committee 5 p.m.	14	21	28
WEDNESDAY	1 Council 5 p.m.	8	15	22	29 Council 5 p.m.
THURSDAY	2 Development Control Committee 5 p.m.	9	16 Development Control Committee 5 p.m.	23 Cabinet 10.30 a.m.	30
FRIDAY	3	10	17	24	31
SATURDAY	4	11	18	25	
SUNDAY	5	12	19	26	

APRIL 2017

MONDAY		3	10	17 Bank Holiday	24
TUESDAY		4	11 Licensing (2003 Act) Committee 4.30 p.m. Licensing Committee 5 p.m.	18	25
WEDNESDAY		5	12	19	26
THURSDAY		6 Development Control Committee 5 p.m.	13	20 Development Control Committee 5 p.m.	27
FRIDAY		7	14 Bank Holiday	21	28
SATURDAY	1	8	15	22	29
SUNDAY	2	9	16	23	30

MAY 2017

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