

COUNCIL

21 JANUARY 2021

SCHEDULE OF MEETINGS 2021/22

Report from: Neil Davies, Chief Executive
Author: Wayne Hemingway, Interim Head of Democratic Services

Summary

This report asks the Council to consider a provisional programme of meetings for the 2021/22 municipal year, as set out in Appendix 1, for recommendation to the Annual Meeting of the Council on 19 May 2021.

1. Budget and policy framework

1.1. The programme of ordinary Council and Committee meetings is a matter for formal approval by the Council at its annual meeting in May each year.

2. Background

2.1. The Council is being asked to consider a draft programme of Council and Committee meetings for the 2021/22 municipal year in advance of a decision being made at the Annual Meeting of the Council in May, in order to provide some certainty for Members on the schedule of dates for key meetings during 2021/22.

2.2. The proposed schedule of meetings for 2021/22 is attached at Appendix 1 and is broadly consistent with the pattern and frequency of meetings in 2020/21. The final version of the timetable of meetings will be reported to the Annual Meeting of the Council on 19 May 2021 for approval. Members will note that despite the Coronavirus pandemic, meetings have continued to take place (remotely) in accordance with the schedule during the current municipal year.

2.3. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4 April 2020 and are in place until 7 May 2021. In essence, these regulations permit remote meetings to be held, therefore, these regulations will either need to be extended or replaced to enable remote meetings to be held beyond 7 May 2021. Members will be kept updated on any developments accordingly.

3. Risk management

- 3.1. There are no risk management implications arising at this stage from this report.

4. Consultation

- 4.1. Group Whips, Directors, and other lead officers from each Directorate have been consulted on the proposed meetings schedule. Group Leaders have also been kept informed as the timetable for 2021/22 has been developed.

5. Financial and legal implications

- 5.1. The current number and pattern of member level meetings and activity reflects the staffing capacity within the existing Democratic Services structure. Any increase in the overall number of meetings could not be achieved without a commensurate increase in staffing resources in Democratic Services.
- 5.2. Officers will continue to monitor the position on holding remote meetings beyond 7 May 2021 and advise Members on any developments accordingly.

6. Recommendation

- 6.1. The Council is asked to agree a provisional programme of Council and Committee meetings for 2021/22 as set out in Appendix 1 to the report for recommendation to the Annual Meeting of the Council on 19 May 2021.

Lead officer contact

Wayne Hemingway, Interim Head of Democratic Services

Telephone: 01634 332509

Email: wayne.hemingway@medway.gov.uk

Appendices

Appendix 1 – Draft schedule of meetings 2021/2022

Background papers

None