

Subject:	Public Meeting Schedule	Status:	For Publication
Report to:	Council	Date:	9 December 2020
Report of:	Monitoring Officer	Portfolio Holder:	Corporate Services
Key Decision:	<input type="checkbox"/> Forward Plan <input type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required:	No	Attached: No
Biodiversity Impact Assessment	Required:	No	Attached: No
Contact Officer:	Carolyn Sharples	Telephone:	01706 252422
Email:	carolynsharples@rossendalebc.gov.uk		

1.	RECOMMENDATION(S)
1.1	That Council agree the Public Meeting Schedule containing dates of public meetings for 2021/2022 as detailed at Appendix A.

2. PURPOSE OF REPORT

2.1 To ask members to consider and agree the public committee meeting dates for 2021/2022.

3. BACKGROUND

3.1 The proposed schedule of public meetings for 2021/2022 is attached at Appendix A for consideration and approval.

3.2 Early approval of the meeting schedule assists with:

- enabling councillors to plan their workloads for the coming year
- informing potential election candidates of expected committees and training dates
- informing partner organisations of councillor availability to attend other meetings
- enables deadlines and lead-in times to be communicated to the relevant teams

3.3 Consultation has taken place with relevant managers, CMT, Portfolio Holder, Cabinet members and Group Leaders.

4. RISK

4.1 All the issues raised and the recommendation in this report involve risk considerations as set out below:

- A meeting schedule is required in order to provide good customer service, promote local democracy and encourage public participation and involvement in the decision making process.
- Decisions made at any unscheduled or unpublicised meetings would be breaking the statutory legal requirements, thus making the Council open to legal challenge.

5. FINANCE

5.1 There are no specific financial implications arising from this report.

6. LEGAL

6.1 There are no specific legal implications identified as arising from this report, other than the need to meet Access to Information requirements for public meetings that take place during the municipal year.

7. POLICY AND EQUALITIES IMPLICATIONS

7.1 There are no identified equality impacts or policy implications for the Council arising from

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this report.

8. CONCLUSION

8.1 It is important to agree a committee schedule in order to ensure that the Council can effectively conduct its business.

No background documents.

Appendix A
Draft v 1 Rossendale Borough Council – Public Meetings Timetable

All the meetings below are held at 6.30pm in the Council Chamber unless otherwise stated on the agenda.

Meeting	May 2021	June 2021	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022
Full Council	21 AM		7			6		8		23 B	16	
Cabinet		16			8		10		19	9 B		
Development Control	25	22	27		7	12	16	14	18	8	15	
Overview and Scrutiny		7	12		13		22		12	1 B	7	
Licensing		29				19				22		
Audit and Accounts			28					1			9	

AM = Annual Council Meeting **B** = Budget Meeting **E** = Extraordinary meeting

Community Partnership Meetings are held in a local area venue and usually start at 6.30pm.

Please note that these are not Council meetings and dates may be subject to mid-year changes.

Meeting	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021
Whitworth		17 TBC			28 TBC				25 TBC			
Bacup			1 TBC			14 TBC				24 TBC		
Haslingden		21 TBC				5 TBC				10 TBC		
Rawtenstall		10 TBC				7 TBC				3 TBC		

Neighbourhood Forum Venue Codes:

ABD – AB&D Centre, Bacup CCC – Crawshawbooth Community Centre
MH – Manchester Road Methodist Church, Haslingden
UC – Unitarian Church, Bank Street, Rawtenstall

ECC – Edenfield Community Centre FP - Council Chamber Futures Park
SA – St. Annes Church, Edgeside SM – Stacksteads Methodist Church
WB – Whitewell Bottom Community Centre

HCL – Haslingden Community Link
TBC – To be confirmed
WL – Whitworth Library