

<b>Subject:</b>	Public Meeting Schedule	<b>Status:</b>	For Publication
<b>Report to:</b>	Council	<b>Date:</b>	15 December 2021
<b>Report of:</b>	Monitoring Officer	<b>Portfolio Holder:</b>	Corporate Services
<b>Key Decision:</b>	<input type="checkbox"/> Forward Plan <input type="checkbox"/>	<b>General Exception</b>	<input type="checkbox"/> <b>Special Urgency</b> <input type="checkbox"/>
<b>Equality Impact Assessment:</b>	Required:	No	Attached: No
<b>Biodiversity Impact Assessment</b>	Required:	No	Attached: No
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1.	<b>RECOMMENDATION(S)</b>
1.1	That Council agree the Public Meeting Schedule containing dates of public meetings for 2022/2023 as detailed at Appendix A.

## 2. PURPOSE OF REPORT

2.1 To ask members to consider and agree the public committee meeting dates for 2022/2023.

## 3. BACKGROUND

3.1 The proposed schedule of public meetings for 2022/2023 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 version 1 issued 10/11/2021 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 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023
Full Council	20 <b>AM</b>	22				5	16			28 <b>B</b>	22	
Cabinet			20		7			7		8 <b>B</b>	15	
Development Control	24	28	26		6	11	15	6	17	7	21	
Overview and Scrutiny		6	19		20		22		10	1 <b>B</b>	14	
Licensing			5			18					7	
Audit and Accounts			27		28		30				8	

**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 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023
Bacup		30 TBC				13 TBC				23 TBC		
Haslingden		9 TBC				4 TBC				9 TBC		
Rawtenstall		13 TBC				6 TBC				2 TBC		
Whitworth		21 TBC			27 TBC				24 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