



Doncaster Council

Report

Date: 24th September, 2020

To the Chair and Members of the
COUNCIL

DIARY OF MEETINGS – 2020/22

EXECUTIVE SUMMARY

1. The purpose of this report is to approve a schedule of meetings for the 2020/21 and 2021/22 Municipal Years, attached at Appendix A.

RECOMMENDATION

2. Council is asked to:-
 - (i) approve the proposed Diary of Meetings for the 2020/21 and 2021/22 Municipal Years, attached at Appendix A; and
 - (ii) note the schedule of Cabinet meetings determined by the Mayor of Doncaster.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

3. Approving an advanced calendar of meetings for the Municipal Year and publishing the Forward Plan of key decisions provides an opportunity for citizens of the Borough to engage in the democratic process; where provided for in the Council's Constitution, questions can be asked at Council meetings and its Committees.

BACKGROUND

4. At its meeting on 23rd January, 2020, the Council considered a report outlining a proposed Diary of Meetings for the 2020/21 and 2021/22 Municipal Years, upon which comments were sought.

Variations to the Schedule of Meetings submitted to Council on 23rd January, 2020

5. As a result of Covid-19 and the impact of the lockdown on holding public meetings in the Civic Building, the majority of meetings scheduled in May and some meetings in June, 2020, were cancelled, and a small number of other meetings were rescheduled. The Annual Council meeting scheduled for 15th May, and the ordinary Council meeting scheduled on 9th July 2020, were also cancelled.
6. The Council meeting in March 2021, has been brought forward from Thursday 4th March to Monday 1st March, and the Council meeting in March 2022, has been brought forward from Thursday 3rd March to Monday 28th February. This is to ensure specific budgetary decisions are lawful.
7. Meetings of the Children and Young People Overview and Scrutiny Panel, have been moved from a Tuesday to a Thursday. Further minor revisions to some Panel meeting dates have also been made.

Member Training

8. Dates and times for Member Training sessions will be finalised shortly and Members will be advised of these arrangements in due course.

The E-Diary

9. The Diary of Meetings can be accessed via the Council's website www.doncaster.gov.uk. This helps raise awareness of public meetings and may encourage members of the public to attend. To reduce possible clashes of Member commitments, Officers are asked to check the diary of meetings before organising Member events not shown in the diary. When additional meetings are organised, the diary is updated to maintain an accurate list of known Member commitments from a DMBC perspective.

OPTIONS CONSIDERED AND REASONS FOR RECOMMENDED OPTION

10. Members are requested to either approve or amend the proposed Diary of Meetings for the 2020/21 and 2021/22 Municipal Years.

IMPACT ON THE COUNCIL'S KEY OUTCOMES

11. This report has no direct impact on the Council's Key Outcomes.

RISKS AND ASSUMPTIONS

12. There are no identified risks associated with this report.

LEGAL IMPLICATIONS [Officer Initials SRF Date 06.08.20]

13. There are no specific legal implications associated with this report.

FINANCIAL IMPLICATIONS [Officer Initials PAH Date 11.08.20]

14. There are no specific financial implications associated with this report.

HUMAN RESOURCES IMPLICATIONS [Officer Initials RH Date 12.08.20]

15. There are no HR implications associated with the contents of this report.

TECHNOLOGY IMPLICATIONS [Officer Initials PW Date 26.08.20]

16. There are no specific technology implications in relation to this report. Governance and Members Services will be responsible for updating the website/modern.gov system, when agreed.

HEALTH IMPLICATIONS [Officer Initials RS Date 11.08.20]

17. There are no direct health implications from this report. However, the individual meetings themselves will need to consider the health implications of any further reports. Report authors can seek further advice from the Director of Public Health if required.

EQUALITY IMPLICATIONS [Officer Initials DMT Date 06.08.20]

18. There are no specific equality implications arising from this report.

CONSULTATION

19. The report is being presented to Full Council to allow the Mayor of Doncaster, other Political Group Leaders and Elected Members, to be consulted on the provisional Diary of Meetings for the 2020/21 and 2021/22 Municipal Years.

REPORT AUTHOR AND CONTACT OFFICER

David M. Taylor, Senior Governance Officer
Tel: 01302 736712
Email: david.taylor@doncaster.gov.uk

BACKGROUND PAPERS

Report to Council on 23rd January, 2020 (Proposed Diary of Meetings 2020/22)

**Damian Allen
Chief Executive**