

Meeting of:	Cabinet
Date of Meeting:	Monday, 14 February 2022
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	Timetable of Meetings: May 2022 to May 2023
Purpose of Report:	To consider a draft timetable of meetings for the period May 2022 to May 2023
Report Owner:	Executive Leader and Cabinet Member for Performance and Resources
Responsible Officer:	Jeff Rees, Head of Democratic Services
Elected Member and Officer Consultation:	<p>No consultation with Ward Members is required</p> <p>Tom Bowring - Head of Policy and Business Transformation</p> <p>Mark Thomas - Head of Regional Internal Audit Services</p> <p>Carolyn Michael - Interim Head of Finance / S151 Officer</p> <p>Victoria Robinson - Operational Manager for Planning and Building Control</p> <p>Helen Picton - Operational Manager Enterprise and Specialist Services</p>
Policy Framework:	This is a matter for Executive decision by Cabinet
Executive Summary:	<ul style="list-style-type: none"> To consider a draft timetable of meetings for the period May 2022 to May 2023.

Recommendation

1. That the timetable of meetings for May 2022 - May 2023, as set out in Appendix A, be approved, subject to any future changes in arrangements for meetings deemed appropriate by the Mayor of the Council or the relevant Committee Chairman.

Reason for Recommendation

1. To approve / publish a calendar of meetings for the 2022/23 Municipal year.

1. Background

- 1.1 The current timetable of meetings expires with the Annual Meeting on 23rd May 2022. Members are required, therefore, to consider a draft timetable for the ensuing Municipal year.

2. Key Issues for Consideration

- 2.1 The draft timetable reflects current arrangements and as in previous years, various recesses have been incorporated during August and Easter. As a result of the recesses and taking into account other Bank Holidays and school holidays, on occasions, cycles will also vary and /or more than one meeting will occur on the same day. However, due to reporting requirements it is not always feasible to avoid meetings, some meetings will still need to take place during these periods. Arrangements for meetings of the Trust Committee will be dealt with separately.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 The Council's Timetable of Meetings directly contributes to the long term future by ensuring that the Council's decision-making processes continue to operate on a planned basis and to also ensure that the Council's Constitution continues to operate with full effect.

4. Resources and Legal Considerations

Financial

- 4.1 There are no direct implications as a result of the report.

Employment

- 4.2 None.

Legal (Including Equalities)

- 4.3 None.

5. Background Papers

None.

Please note -

COVID 19 - Coronavirus Pandemic

The Council is adhering to Welsh Government's guidance in relation to public health risks. The Council's Covid 19 measures are kept under review based on guidance received from the Welsh Government and the Council's Health and Safety Team and in so doing taking into account relevant risk assessments. Council meetings will not be held at their usual location until further notice. Meetings will take place virtually and 'attendance' will be restricted to Members of the Council, relevant officers and any registered to speak 'interested parties' where appropriate. These meetings will be live streamed and recorded for subsequent transmission via the Council's public website.

With effect from 5 May 2022 in order to comply with Section 46 of the Local Government and Elections (Wales) Act 2021 certain meetings will require those attending to be able to "speak to and be heard by each other and to see and be seen by each other". Democratic Services and ICT colleagues are working to ensure that the requirements of Section 46 will be adhered to in readiness for 5 May 2022.

VALE OF GLAMORGAN COUNCIL - TIMETABLE OF MEETINGS: MAY 2022- MAY 2023
(All meetings to commence at 6pm unless otherwise indicated)

	MAY 22	JUN 22	JUL 22	AUG 22	SEP 22	OCT 22	NOV 22	DEC 22	JAN 23	FEB 23	MAR 23	APR 23	MAY 23
Annual Meeting	23 May												08 May
Cabinet (2.00 pm)	25 May (Wed)	06 Jun 20 Jun	04 Jul 18 Jul		05 Sep 19 Sep	03 Oct 17 Oct 31 Oct	14 Nov 28 Nov	12 Dec 19 Dec	09 Jan 23 Jan	13 Feb 27 Feb	13 Mar 27 Mar	03 Apr 17 Apr	
Council			18 Jul	R	26 Sep			05 Dec			06 Mar	24 Apr	
Community Liaison			14 Jul			27 Oct			19 Jan		23 Mar		
Democratic Services (4.00 pm)			25 Jul	E			21 Nov			13 Feb		11 Apr (Tues)	
Governance and Audit		13 Jun	11 Jul			24 Oct		12 Dec		27 Feb		25 Apr (4.00pm)	
Public Protection Licensing (10.00 am)		07 Jun	12 Jul	C	06 Sep	04 Oct	08 Nov	06 Dec	10 Jan	07 Feb	07 Mar	18 Apr	
Statutory Licensing (immediately following Public Protection Licensing)													
Planning (4.00 pm)		08 Jun 29 Jun	27 Jul	E	07 Sep 28 Sep	19 Oct	23 Nov	21 Dec	25 Jan		01 Mar 29 Mar	26 Apr	
Healthy Living and Social Care Scrutiny Committee (5.00 pm)		07 Jun	05 Jul		06 Sep	04 Oct	08 Nov	06 Dec	10 Jan	07 Feb	07 Mar	18 Apr	
Homes and Safe Communities Scrutiny Committee		15 Jun	06 Jul	S	07 Sep	05 Oct	09 Nov	07 Dec	11 Jan	08 Feb	08 Mar	19 Apr	
Learning and Culture Scrutiny Committee (5.00 pm)		09 Jun	07 Jul		08 Sep	06 Oct	10 Nov	08 Dec	12 Jan	09 Feb	09 Mar	20 Apr	
Environment and Regeneration Scrutiny Committee		14 Jun	12 Jul	S	13 Sep	11 Oct	15 Nov	13 Dec	17 Jan	14 Feb	14 Mar	25 Apr	
Corporate Performance and Resources Scrutiny Committee		16 Jun	13 Jul		14 Sep	12 Oct	16 Nov	14 Dec	18 Jan	15 Feb	15 Mar	26 Apr	
Shared Regulatory Services Joint Committee (10.00 am)		28 Jun			27 Sep			13 Dec			21 Mar		
Standards (10.00 am)		23 Jun (10.30am)			22 Sep		24 Nov		26 Jan		23 Mar		
Voluntary Sector Joint Liaison		27 Jun				24 Oct			23 Jan			03 Apr	
Welsh Church Act Estate (4.00 pm)		20 Jun				10 Oct			16 Jan				

August Recess: 1st August - 31st August 2022

Easter Recess: 3rd April -14th April, 2023 (Good Friday – 7th April, Easter Monday – 10th April)

School Holidays - 2022

Half Term - Monday, 30th May - Friday, 3rd June 2022 (inclusive)
May Bank Holidays – Monday, 2nd May, Thursday, 2nd June 2022
Queen's Platinum Jubilee – Friday, 3rd June 2022
Summer – Monday, 25th July – Friday, 2nd September 2022 (inclusive)
Half Term - Monday, 31st October - Friday, 4th November, 2017 (inclusive)
Christmas - Monday, 26th December 2022 – Friday, 6th January, 2023 (inclusive)

School Holidays – 2023

Half Term - Monday, 20th February - Friday, 24th February, 2023 (inclusive)
Easter –Monday, 3rd April – Friday, 14th April 2023 (inclusive) (Good Friday – 7th April, Easter Monday –10th April)
May Bank Holidays – Monday, 1st May, Monday, 29th May 2023
Half Term - Monday, 29th May - Friday, 2nd June 2023 (inclusive)