

**Report to** Council  
23 June 2020  
**Report of** Director of resources  
**Subject** Schedule of Committee Meetings

**Item**

**9**

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**Purpose**

To consider a schedule of meetings for the remainder of the civic year 2020-21

**Recommendation**

To approve a schedule of meetings for the remainder of the civic year 2020-21

**Corporate and service priorities**

The report helps to meet the corporate priority of a healthy organisation

**Financial implications**

None

**Ward/s:** All Wards

**Cabinet member:** Councillor Kendrick - Resources

**Contact officers**

Stuart Guthrie, Democratic and elections manager 01603 989389

Anton Bull, Director of resources 01603 212326

**Background documents**

None

# Report

1. A report was put to members in June 2020 to agree a pared down schedule of meetings during the lockdown period. This report only went up to September 2020.
2. Attached at appendix A is an updated schedule of meetings for the remainder of the civic year 2020-21. Members are asked to note these and put them into their diaries.
3. The Annual General Meeting of council due to be held in May this year was cancelled and a date for this is being kept under review. Dates for SDP and CEEEP are still being discussed and members will be updated with the final dates once these have been confirmed.
4. Please note that the start times in the appended table relate to virtual meetings and may be changed if meetings can be held in person. Meetings will continue to take place remotely.
5. Members are reminded that the “6 month rule” is still in place and this schedule gives all members opportunities to attend committee meetings.

## Integrated impact assessment



**NORWICH**  
City Council

### Report author to complete

<b>Committee:</b>	Council
<b>Committee date:</b>	22 September 2020
<b>Director / Head of service</b>	Anton Bull
<b>Report subject:</b>	Committee meetings
<b>Date assessed:</b>	10 September 2020

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Recommendations from impact assessment**

**Positive**

**Negative**

**Neutral**

**Issues**

Committee	Day of meeting	Time	2020				2021				
			Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Council	Tue	18:00	22	-	24	-	26	23	16	-	
Cabinet	Wed	16:30	9	14	11	9	13	10	10	-	-
Scrutiny	Thu	16:30	17	15	19	17	21	4	18	-	-
Audit	Tue	16:00	-		24	-	12	-	9	-	-
Planning applications	Thu	09:30	10	8	12	10	14	11	11	8	
Licensing	Thu	16:30	3	-	26	-	-	-	4	-	-
Regulatory sub	Mon	14:00	14	12	9	14	11	8	8	12	
Licensing sub	Adhoc		-	-	-	-	-	-	-	-	-
Standards	Tue	10:00	-	13	-	-	-	2		-	-

Committee	Day of meeting	Time	2020				2021				
			Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
<b>Norfolk Records</b>	Norfolk County Council	10.30	-	30	-	-	-	5	26	-	-
Norfolk Joint Museums	Norfolk County Council	14:00	-	30	-	-	-	5-	26	-	-
Norfolk Parking Partnership Joint	Norfolk County Council	14:00	30			22			30		
Transforming Cities Joint	Norfolk County Council	14:00	8	14		17		18		14	



Committee	Day of meeting	Time	2020				2021				
			Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Sustainable development panel	Schedule tbc	9:30		1							-
Climate environment emergency executive panel	Schedule tbc	9:30									-
Constitution working party	Adhoc	16:30	-	-	-	-	-	-	-	-	-
Cross party working group – CT	Adhoc	16:00	22-	-	-	-	-	-	-	-	-
Cross party working group – budget <sup>5</sup>	Adhoc	16:30	-	-	-	-	-	-	-	-	-
Twinning	Thu	16:00	-	-	-	-	-	-	11	-	-
Mousehold Heath Conservators	Fri	14:00		-	-	-	15	-	19	-	-
Norwich area museums	Tue	14:00	8	-	-	8	-	-	2	-	-

