

Council

Members of the council are hereby summoned to attend the
Annual meeting of the council to be held in St Andrews Hall, St Andrews Plain,
Norwich, NR3 1AU on

Monday, 24 May 2021

14:30

Agenda

THE following business is proposed to be transacted:

1. **TO** receive the Lord Mayor's communications.
2. **TO** elect a Lord Mayor for the new civic year.
3. **TO** appoint a Sheriff for the new civic year.
4. **TO** pass votes of thanks to the outgoing Lord Mayor and to the outgoing Sheriff.
5. **TO** elect a Deputy Lord Mayor to chair council meetings in the absence (or on the authority) of the Lord Mayor.
6. **TO** elect the Leader of the Council.
7. **TO** appoint the Honorary Recorder.
8. **TO** note the appointments to committee places (appendix A to follow)
9. **TO** –
 - (a) elect
 - (i) the chair of the scrutiny committee for the new civic year;
 - (ii) the chair of the audit committee for the new civic year;
 - (b) elect the chairs of the licensing and planning applications committees
 - (c) approve the schedule of meetings for the new civic year (attached at appendix B);

- (d) delegate to the executive director of corporate and commercial services, in consultation with the leaders of the political groups, the appointment of members to committees, joint committees and other working parties/panels of the council, in accordance with the political balance rules.

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Appendix A appointments to committee (to follow)

Appendix B schedule of meetings 2021-22

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Annabel Scholes
Executive director of corporate and commercial services

For further information please contact:

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Information for members of the public

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website



If you would like this agenda in an alternative format, such as a larger or smaller font, audio or Braille, or in a different language, please contact the committee officer above.

Meetings of Norwich City Council, cabinet and committees 2021-22 Civic Year

Committee	Day of meeting	Time	2021								2022				
			May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Council Chamber 17:00 to 22:30	Tue	19:30	24 ⁱ Monday – will be held at 14:30 at St Andrews Hall	29	20	-	28	-	30	-	25	22 ⁱⁱ	15	-	
Cabinet Mancroft (16:30 - 19:30)	Wed	17:30	-	9	7	-	8	13	10	8	12	9 ⁱⁱⁱ	9	-	-
Scrutiny Mancroft 15:00 to 19:30	Thu	16:30	27	24 ⁱ	15	-	16	21	18	16	20	3 ^{iv}	17	-	-
Audit Mancroft 15:00 to 19:30	Tue	16:30	-		13 ^v	-	21		23	-	18	-	8	-	-
Planning applications Mancroft 08:00 to 17:00 15:00 when its twinning	Thu	09:30	13/27 ^{vi}	3 ^{vii} /10	8	12	9	14	11	9	13	10	10	7	
Licensing	Thu	16:30	-	3 ^{viii}	-	-	2	-	25 ^{ix}	-	-	-	3	-	-

¹ Changed due to election being held on 17 June 2021

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Committee	Day of meeting	Time	2021								2022				
			May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Mancroft 16:00 to 19:30															
Regulatory sub Mancroft 13:00 to 17:00	Mon	14:00		14	12	9	13	11	8	13	10	14	14	11	
Licensing sub	TBA		-	-	-	-	-	-	-	-	-	-	-	-	-
Standards Mancroft 9:00 to 13:00	Tue	10:00	-	-	6	-	-	5	-	-	-	1	-	-	-
Norfolk Records	Dates set by county	10.30	-	-	-	-	-	-	-	-	-	-	-	-	-
Norfolk Joint Museums	Dates set by county	14:00	-	-	-	-	-	-	-	-	-	-	-	-	-

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Committee	Day of meeting	Time	2021								2022				
			May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Sustainable development panel Westwick 09:00 to 13:00	Thu	9.30	-	24	-	-	16	-	18	-	20	-	17	-	-
Climate environment emergency executive panel Westwick 09:00 to 13:00	Thu	9:30	-	-	22	-	-	21	-	16	-	24	-	-	-
Constitution working party	Adhoc	16:30	-	-	-	-	-	-	-	-	-	-	-	-	-
Cross party working group – CT	Adhoc	16:30	-	-	-	-	-	-	-	-	-	-	-	-	-
Cross party working group – budget ⁵	Adhoc	16:30	-	-	-	-	-	-	-	-	-	-	-	-	-
Twinning Mancroft 15:30 To 19:00	Thu	16:00	-	24	-	-	-	14	-	-	-	-	10	-	-
Mousehold Heath Conservators	Fri	14:00	-	18	-	-	17	-	-	-	21	-	18	-	-

Meetings of Norwich City Council, cabinet and committees 2021-22 Civic Year

Committee	Day of meeting	Time	2021								2022				
			May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Mancroft 13:00 to 18:00															
Norwich area museums Meets at the Castle	Tue	14:00	-	8	-	-	7	-	-	7	-	-	1	-	-

ⁱ Annual council commences at 14:30 and is on a Monday for 2021

ⁱⁱ Budget council 22 February

ⁱⁱⁱ Budget cabinet – feeds into budget council.

^{iv} Budget meeting of scrutiny committee.

^v Audit committee 27 July 2021– in school holidays - closest date to external audit of accounts deadline 31 July

^{vi} Mandatory planning applications committee training on 27 May 2021.

^{vii} Mandatory planning applications committee training on 3 June 2021

^{viii} Licensing – includes mandatory training on 3 June 2021

^{ix} Licensing moved forward a week because December is a short month due to school holidays and Christmas shutdown.

Notes:

The draft schedule has been based on this year's schedule of meetings. Suggestions to improve the schedule are welcome.

Where possible no main committee meetings will be held in school holidays, with the exceptions of planning applications committee and regulatory subcommittees:

Meetings of full council are held in the council chamber.

Meetings of all committee meetings and member training have been booked into the Mancroft room, with the exception of the sustainable development panel which is held in the Westwick room.