



Report of the Head of Democratic Services

Council - 26 March 2020

Council Bodies Diary 2020-2021

Purpose:	To present a draft Council Bodies Diary 2020-2021.
Policy Framework:	None.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The draft Council Bodies Diary 2020-2021 be adopted subject to final approval at the Annual Meeting of Council on 28 May 2020.
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Legal Officer:	Tracey Meredith
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1. Introduction

- 1.1 The Council Constitution states that the Council Diary must be approved at the Annual Meeting of Council each year. However, in order to ensure a seamless continuation of the democratic process and for Committee Rooms to be booked a draft Council Diary is presented to Council for earlier consideration but this is subject to final ratification at the Annual Meeting of Council.

2. Timing of Council Meetings Survey

- 2.1 Section 6 of the Local Government (Wales) Measure 2011 requires the Authority to undertake a survey of Councillors regarding the timing and frequency of Council meetings at least once during each term of administration.

- 2.2 The Head of Democratic Services carried out the survey between 21 December 2017 and 12 January 2018. The survey and results were presented to Democratic Services Committee on 30 January 2018 and may be viewed at:

<https://democracy.swansea.gov.uk/ieListDocuments.aspx?CId=132&MID=7610&LLL=-1>

3. Council Bodies Diary 2020-2021

- 3.1 The Head of Democratic Services has consulted with the Presiding Member and Leader of the Council in producing this draft Council Bodies Diary.
- 3.2 The Council Bodies Diary 2020-2021 is attached as **Appendix A**. The Annual Meeting of Council will be asked to ratify the Diary in line with the Council Constitution.

4. Equality and Engagement Implications

- 4.1 An EIA screening form has been completed with the agreed outcome that a full EIA report is not required. Due consideration must be given to those in employment and those with caring responsibilities. This is a matter that the Democratic Services Committee and Council will consider in due course. It is also important to note that the Independent Remuneration Panel for Wales has determined that each Authority may pay up to £403 per month to a Councillor in order to assist them with the Reimbursement of Costs of Care. The Head of Democratic Services often reminds Councillors and Co-opted Members of this potential assistance.

5. Financial Implications

- 5.1 There are no specific financial implications associated with this report.

6. Legal Implications

- 6.1 There are no specific legal implications associated with this report.

Background Papers:

None.

Appendices:

Appendix A Council Bodies Diary 2020-2021