

The background of the slide features a large, light blue watermark of the Coat of Arms of the City of Edinburgh. The crest includes a crown with four thistles, a shield divided into four quarters (a saltire, a stag's head, a ship, and an eagle), and a motto scroll at the bottom.

Agenda Item 9

**Programme of Meetings
January - March 2022**

Falkirk Council

Title: Programme of Meetings January - March 2022

Meeting: Falkirk Council

Date: 29 September 2021

Submitted By: Director of Corporate and Housing Services

1. Purpose of Report

- 1.1 The purpose of this report is to present a timetable of meetings for the period 1 January to 30 March 2022.

2. Recommendation

Council is asked to agree the programme of meetings, as set out at Appendix 1, for the period 1 January to 30 March 2022.

3. Background

- 3.1 Council has traditionally agreed, at its first meeting after the summer recess, the programme of meetings for the forthcoming calendar year. The exception to this is when local government elections are to be held in that coming year. In such cases a programme of meetings for January to March is normally set with the newly elected Council agreeing a programme for the remainder of the year at its first, statutory, meeting in May.

4. Considerations

- 4.1 The programme is based upon three weekly meetings of the Executives (with one in three meetings being the Education, Children & Young People Executive) and bi-monthly meetings of the Scrutiny Committee. Council should note the following features of the timetable:-
- The final meeting of Council will be on 30 March 2022. This is later in March than in recent years. However, this allows the cycle of meetings to be completed. It would be possible to schedule further meetings after this date. However, it has been the practice in previous years not to schedule policy and scrutiny committees after the final Council meeting in recognition of the demands on members during the election nomination period;

- There are no meetings of the Scrutiny Committee (External) scheduled. This reflects the programme followed this year which recognised that all monitoring reports should be for a full financial year (i.e. for the period 1 April to 31 March) and as such the committee did not meet between January and March 2021. This change in scheduling for this particular committee required an additional meeting to be added into the diary, in November, in order to allow all business to be transacted. The programme of meetings which will be put to the new Council in May 2022 will reflect the 2021 schedule.
- As Council's regulatory business (planning and civic licensing) will continue to accrue there may be a need to schedule meetings of both bodies in April 2022. The last scheduled meeting of the Planning Committee is 22 March. Should members decide at that meeting it would be necessary to make site visits in order to inform their decision making then additional meetings may be required in April;
- The date of the Council's budget setting meeting is proposed as 2 March 2022. However, this will be dependent on the timing of the Scottish Government's budget settlement announcement. The settlement is expected to be in December but the precise timing is not yet known. The date therefore is 'to be confirmed'. The final date will be set by the Provost in accordance with Standing Orders and communicated to members at the earliest opportunity. As has been the practice in recent years it is proposed to hold a separate Council meeting, in January, to consider the Housing Revenue Accounts & Council House Rents and the Housing Investment Programme. This is scheduled for 19 January but, again, may be subject to change;
- There may be a requirement to call other meetings in addition to those set today. This could include meetings of ad hoc bodies such as the Appeals and Appointments Committees for example. Special meetings may also be called. Such meetings would be called in accordance with Standing Orders;
- The programme does not include meetings of the Licensing Board which agrees its own programme of meetings.

5. Consultation

- 5.1 There has been no consultation on the proposed programme.

6. Implications

Financial

- 6.1 There are no financial implications.

Resources

- 6.2 There are no resource implications.

Legal

6.3 There are no legal implications.

Risk

6.4 There are no risks associated with the proposed timetable.

Equalities

6.5 An equality and poverty impact assessment is not required.

Sustainability/Environmental Impact

6.6 A sustainability assessment is not relevant to this report.

7. Conclusions

7.1 The programme of meetings for the period January to March is set out in the appendix to this report. The programme allows for full cycles of the Council's main decision making bodies to March 2022. However, meetings of ad hoc committees and special meetings may be called.

Director of Corporate and Housing Services

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Date: 21 September 2021

Appendices

Appendix 1 – Draft Timetable of Meetings – January to March 2022.

List of Background Papers:

No papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973.

FALKIRK COUNCIL - PROGRAMME OF MEETINGS – 2022

JANUARY TO MARCH 2022

12 January - Civic Licensing	2 March – Council (budget)
18 January - Executive	10 March – Civic Licensing
19 January – Council (HRA & IJB Business plan)	15 March – Executive
20 January – Planning	16 March – Planning
27 January – Scrutiny	17 March – Pensions
31 January – Planning On-Site	28 March – Planning On-Site
1 February – Education, Children and Young People Executive	29 March – Education, Children and Young People Executive
2 February – Civic Licensing	30 March - Falkirk Council
16 February – Planning	
22 February – Executive	
28 February – Planning On-Site	