

Report on	Committee and Council Meetings: 2020-2021 Update
Date of Meeting	Thurs 2 nd July 2020
Reporting Officer	P Moffett, Head of Democratic Services
Contact Officer	E Forde, Member Support Officer

Is this report restricted for confidential business? If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	x

1.0	Purpose of Report
1.1	The committee had previously considered the Council & Committee Meeting Schedule for 2020-21 and recommendation on same was subsequently agreed by the Council at its March meeting.
1.2	In the context of the Coronavirus (COVID-19) out-break it was requested at the Council AGM that consideration be given to holding a Council meeting in August 2020, which is out-with the current schedule.
2.0	Background
2.1	Business of the council is conducted through its committee structure, a schedule for which was considered by Policy and Resources Committee in March 2020 and subsequently agreed by the Council.
2.2	It was noted, at the AGM, held on 1 st June that consideration should be given to holding a Council meeting in August 2020 in light of the relatively recent return to committee/council business.
2.3	It was further noted that the Audit Committee scheduled for November 2020 was due to take place 2 days before the November Council meeting and consideration should be given to bringing the date forward to allow minutes of this meeting to be compiled and approved in the same month.
2.4	Consideration has been given to points at 2.2 and 2.3 below.
3.0	Main Report
	<u>August Council Meeting</u>
3.1	Should Members consider a meeting necessary, particularly in the context of considering/deciding upon issues as part of the Council's service recovery as it moves from the COVID-19 pandemic the meeting can be held on: <ul style="list-style-type: none"> Thurs 27th August at 7pm in the Burnavon Arts & Cultural Centre and by virtual means The agenda and papers for this meeting will be issued on Fri 21 st August

3.2	<p>As it has been in previous years, Planning is currently the only committee meeting scheduled for August, with an agenda and papers scheduled to be issued on Fri 31st July</p> <p><u>Audit Committee, November 2020</u></p>
3.3	<p>Consideration has been given to the scheduling of the Audit Committee and whilst it will take place 2 days before the November Council it is nonetheless the audit meeting which ordinarily takes place in December each year but has been brought forward to November to accommodate the December holiday period.</p>
3.4	<p>The minutes of this audit committee will be brought to December Council, within 16 business days of the meeting. On speaking with Director of Finance it would be more advantageous to have the Audit meeting closer to December Council rather than bring it forward to be held earlier in November. This is due to the timetabling for publishing financial statements in light of the Coronavirus (COVID-19) outbreak.</p>
4.0	Other Considerations
4.1	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: none</p> <p>Human: none</p> <p>Risk Management: none</p>
4.2	<p>Screening & Impact Assessments</p> <p>Equality & Good Relations Implications: none</p> <p>Rural Needs Implications: none</p>
5.0	Recommendation(s)
5.1	<p>That the Committee considers holding a council meeting in August and other meetings as deemed appropriate to be responsive in taking decisions on Council's service/business recovery from the Coronavirus outbreak.</p>
6.0	Documents Attached & References
	None