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To: All Members of the Council

3 September 2020

Dear Sir/Madam

NOTICE OF REMOTE MEETING
ANNUAL MEETING OF THE COUNCIL
WEDNESDAY, 9TH SEPTEMBER, 2020 at 2.00 PM

Yours faithfully

Robert Robins
Democratic Services Manager

Please note: Due to the current restrictions on travel and the requirement for physical distancing, this meeting will not be held at its usual location. This will be a remote meeting and 'attendance' will be restricted to Council members . The meeting will be recorded.

If you have any queries regarding this, please contact a member of the Democratic Services Team on 01352 702345

A G E N D A

1 APOLOGIES FOR ABSENCE

Purpose: To receive any apologies.

2 DECLARATIONS OF INTEREST

Purpose: To receive any Declarations and advise Members accordingly.

3 CHAIR AND VICE-CHAIR OF THE COUNCIL

Purpose: Due to the coronavirus response Welsh Government passed emergency legislation enabling councils to postpone the annual meeting. In recognition of the difficulties caused by remote meetings that emergency legislation also permits Councils to extend the tenure of office holders until May 2021 if desired. It is proposed, with their agreement, that the Chair and Vice Chair should continue in office until May 2021 when it should be possible to hold an annual meeting with the appropriate level of ceremony.

4 ELECTION OF THE LEADER OF THE COUNCIL

Purpose: To elect the Leader for the remainder of the municipal year 2020/2021.

5 APPOINTMENT OF THE CABINET BY THE LEADER OF THE COUNCIL

Purpose: To note the appointment of the Cabinet by the Leader of the Council.

6 CONSTITUTIONAL MATTERS: COMMITTEES (Pages 3 - 18)

Report of Chief Officer (Governance)

Purpose: To deal with those matters which require decisions at the Annual Meeting of the County Council in accordance with Council Procedure Rule 1.1 (vii)-(xiii).

7 SCHEDULE OF MEETINGS 2020/21 (Pages 19 - 32)

Report of Chief Officer (Governance)

Purpose: To approve the draft schedule of meetings for 2020/21.



FLINTSHIRE COUNTY COUNCIL

Date of Meeting	Wednesday 9 th September 2020
Report Subject	Constitutional Matters: Committees
Report Author	Chief Officer (Governance)

EXECUTIVE SUMMARY

Each year, at our Annual Meeting, the Council must agree what arrangements it will make to carry out certain functions, such as its Committee structure and delegation to Officers. These matters are set out in Council Procedure Rule 1.1 (vii)-(xiv).

The Council carried out a Committee Review during the last municipal year, as recommended by the Leader of the Council at the 2019 Annual Meeting. The results of that review were reported to Council on 27th February 2020 and it agreed to reduce the number of Overview & Scrutiny committees, and to adjust the number of Members on committees. Those decisions are reflected in this report, together with the appointment of other committees and chairs, allocation of seats, under political balance etc.

The report is split into sections, each one dealing with one decision that needs to be made and the relevant issues to consider. Each section must be considered and voted on in turn at the meeting. Therefore, it is not possible to move these recommendations 'en bloc'.

RECOMMENDATIONS

1	<p>That Council appoints the following committees:</p> <ul style="list-style-type: none"> • Audit Committee • Clwyd Pension Fund Committee • Community, Housing & Assets Overview & Scrutiny Committee • Constitution & Democratic Services Committee • Corporate Resources Overview & Scrutiny Committee • Education, Youth & Culture Overview & Scrutiny Committee • Environment & Economy Overview & Scrutiny Committee • Joint Governance Committee (for pensions)
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	<ul style="list-style-type: none"> • Licensing Committee • Planning Committee • Social & Healthcare Overview & Scrutiny Committee • Standards Committee • Grievance Committee • Grievance Appeals Committee • Appeals Committee • Investigation and Disciplinary Committee
2	It is recommended that the terms of reference for each Committee in the Constitution and, for the Overview & Scrutiny Committees set out in Appendix 1, should be approved.
3	That the size of each Committee should be as set out in paragraph 1.03 and 1.04 of this report
4	That seats be allocated in accordance with political balance as set out in Appendix 2 and the rules on membership of the committees as set out in paragraphs 1.08 – 1.14, and that the seats on the Grievance, Grievance Appeals and Investigation and Disciplinary Committees be allocated to give a broad political spread of membership.
5	That Council appoints the Chair of the following Committees (noting any restrictions on eligibility): <ul style="list-style-type: none"> • Clwyd Pension Fund • Constitution & Democratic Services (the Chair must not be member of the administration group) • Licensing • Planning
6	That the Grievance Committee, the Grievance Appeal Committee and the Investigation & Disciplinary Committee should each appoint their own Chairs from amongst their Membership.
7	That Council decides which group will chair each of the five Overview & Scrutiny Committees.
8	That the Local Choice Functions as set out in the Constitution be approved.
9	That the make-up of the Appointments Committee be approved.
10	That the composition and membership of the Standards Committee be noted.
11	That Council notes that nominees to Outside Bodies have been appointed for the whole Council term and the Chief Executive's power to vary those nominations (in consultation with Group Leaders).

REPORT DETAILS

1.00	EXPLAINING THE COMMITTEE STRUCTURE
1.01	<p>The Constitution presently provides for the appointment of the following:-</p> <ul style="list-style-type: none">• Audit Committee• Clwyd Pension Fund Committee• Constitution & Democratic Services Committee• Grievance Committee• Grievance Appeals Committee• Investigation & Disciplinary Committee• Joint Governance Committee (for Pensions)• Licensing Committee• Planning committee• Standards Committee <p>In addition the Constitution provides for the appointment of 6 Overview & Scrutiny Committees (OSCs). At its meeting on 27th February 2020 Council agreed to reduce that number to 5 at the Annual Meeting. The revised OSCs will be as shown below. The amended terms of reference for these OSCs are set out in Appendix 1.</p> <ul style="list-style-type: none">• Community, Housing & Assets• Corporate Resources• Education, Youth & Culture• Environment & Economy• Social and Healthcare
1.02	<p>It is recommended that: That Council appoints the following committees for 2020/21:</p> <ul style="list-style-type: none">• Audit Committee• Clwyd Pension Fund Committee• Community, Housing & Assets Overview & Scrutiny Committee• Constitution and Democratic Services Committee• Corporate Resources Overview & Scrutiny Committee• Education, Youth & Culture Overview & Scrutiny Committee• Environment & Economy Overview & Scrutiny Committee• Joint Governance Committee (for pensions)• Licensing Committee• Planning Committee• Social & Healthcare Overview & Scrutiny Committee• Standards Committee• Grievance Committee• Grievance Appeals Committee• Appeals Committee• Investigation and Disciplinary Committee
1.03	<p>DETERMINATION OF THE SIZE OF COMMITTEES</p> <p>The Annual Meeting must decide upon the size of each of the Committees it has appointed. Council determined at its meeting on 27th February that there should be a new political balance solution which achieved an overall</p>

	<p>reduction in the number of committee places whilst still making provision for all political groups to be represented on our major committees. This is reflected below.</p> <ul style="list-style-type: none"> • Audit Committee 7 • Constitution and Democratic Services Committee 16 • Joint Governance Committee (Pensions) (this is the Chair of the Pensions Committee) 1 representative • Licensing Committee 12 • Each of the Overview & Scrutiny Committees 12 • Pensions Committee* 5 <p>(*please note in addition to the places listed there are 4 places for co-optees)</p> <ul style="list-style-type: none"> • Planning Committee (see below) 17 • Standards Committee** 9 <p>(** there are 3 places for County Councillors plus 6 co-optees)</p> <ul style="list-style-type: none"> • Grievance Committee 12 • Grievance Appeals Committee 12 • Investigation and Disciplinary Committee 12
1.04	The size and composition of the Planning Committee is regulated by legislation. The Planning Committee must be between 11 and 21 Members in size and no larger than 50% of the total Membership of the Council. The reduced size of the committee, with 17 Members, still meets these requirements.
1.05	It is recommended that: That the size of each Committee should be as set out in paragraph 1.03 and 1.04 of this report
1.06	<p>TERMS OF REFERENCE OF COMMITTEES</p> <p>The Annual Meeting is required to decide the terms of reference of the Committees which it appoints. The terms of reference of the existing Committees are set out in the Constitution. The terms of reference for the Overview & Scrutiny Committees within the revised structure are attached as Appendix 1. They were agreed by Council on 27th February 2020. The new Overview & Scrutiny committee terms of reference will now be incorporated within the Constitution.</p>
1.07	It is recommended that: that the terms of reference for each Committee as set out in the Constitution and in Appendix 1 to this report should be approved.
1.08	<p>POLITICAL BALANCE</p> <p>The Council is required at, or as soon as practicable after the Annual Meeting, to decide the allocation of seats to political groups in accordance with the Political Balance Rules contained in the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990(as amended). Members are advised that these rules do not apply to the Cabinet nor to the Standards Committee.</p>
1.09	The basis of the statutory requirement is that Committee seats should be allocated to political groups (so far as is practicable) in the same proportion as those groups have to the total Membership of the County

	<p>Council. The allocation of seats on Committees to the political groups must recognise that:-</p> <p>(i) There must be no Committees whereby only one group has all the seats;</p> <p>(ii) Where there is a majority group it is entitled to a majority upon every Committee. (This does not apply where the largest group does not have an overall majority);</p> <p>(iii) The total number of seats allocated to each political group should be (in so far as is practicable) in the same proportion as those groups' strengths upon the full Council;</p> <p>(iv) Each Committee should (so far as is practicable) have the same proportional division between political groups as is represented upon the full Council. Thus if a group holds 25% of the total number of Councillors they should have 25% of the overall number of seats on the Council and 25% seats on each Committee.</p> <p>(v) Where some councillors are not in a political group then the Council must ensure that a proportion of seats are allocated to those councillors</p>
1.10	<p>In order to achieve political balance, it has been necessary to separate out the 'employment' committees which are the Grievance, Grievance Appeals and Investigation & Disciplinary Committees. Otherwise, the smaller groups would be disadvantaged by having to use part of their seat allocation on committees which seldom if ever meet. This separation requires a specific agreement from all Members of Council. If one Member objects to it, then it cannot be implemented.</p>
1.11	<p>The Size and Composition of Local Planning Authority Committees (Wales) Regulations 2017 also require that a Planning Committee:</p> <ul style="list-style-type: none"> • Should not include any substitutes; and • May only include 1 Member from a multiple Member ward. <p>In making nominations to the Planning Committee, the groups will need to follow these rules. Where a multiple Member ward is represented by Councillors who are not in the same group (and both wish to be on the Planning Committee), then there will need to be a means of deciding which Councillor can take up the place. In the first instance the two respective Group Leaders should seek to reach agreement. If that is not possible then the first nomination received by the proper officer should be accepted</p>
1.12	<p>For the Audit and the Constitution & Democratic Services Committees, the Local Government (Wales) Measure limits the number of Cabinet Members on each Committee to a maximum of one who cannot be the Leader. The Constitution has extended this so that no Cabinet Member may be a Member of the Audit Committee.</p>
1.13	<p>Section 11 of the Constitution requires that the Investigation & Disciplinary Committee should include at least one Cabinet Member. It also requires that Cabinet Members should make up no more than 50% of the Committee. So, it is proposed that in selecting the Members of his/her group to serve on this Committee, the Leader should appoint only one Cabinet Member.</p>

1.14 There are a total of 118 seats for Councillors across all of the Council Committees based on the current group Membership. The entitlement of each group to seats is set out in the table below:

Group	Group size	% of total councillors	Entitlement to seats
Labour	34	48.57	57
Independent Alliance	13	18.57	22
Conservative	6	8.57	10
Liberal Democrats	6	8.57	10
New Independents	4	5.71	7
Flintshire Independents	3	4.29	5
Independents	3	4.29	5
Non-aligned member	1	1.42	2
Total	70	100%	118

1.15 **It is recommended that:** That seats be allocated in accordance with political balance as set out in Appendix 2 and the rules on membership of the committees as set out in paragraphs 1.08 – 1.14, and that the seats on the Grievance, Grievance Appeals and Investigation and Disciplinary Committees be allocated to give a broad political spread of membership.

1.16 **APPOINTMENT OF CHAIRS OF STANDING COMMITTEES**
The Committee Chairs are appointed by different bodies and some are subject to restrictions. A table showing which body appoints which Chair and what restrictions (if any) apply is set out below.

Committee	Who appoints the Chair?	Any restrictions?
Audit	The committee appoints its own chair.	Cannot be a member of a group represented on the Cabinet - Local Government (Wales) Measure 2011
Clwyd Pension Fund	Council	The chair and vice-chair must be Flintshire county councillors
Constitution & Democratic Services	Council	Cannot be a Cabinet Member or a member of the Administration group - Local Government (Wales) Measure 2011
Grievance	The committee appoints its own chair	None
Grievance Appeals	The committee appoints its own chair	None

	Investigation & Disciplinary	The committee appoints its own chair	None
	Overview & Scrutiny Committees (5)	Council decides which group nominates the chair of each	Council must allocate chairs based on the size of each group - Local Government (Wales) Measure 2011
	Licensing	Council	None
	Planning	Council	None
	Standards	The committee appoints its own chair	Must be a co-opted member - Standards Committees (Wales) Regulations 2001
1.17	<p>It is recommended that: Council appoints the Chair of the following Committees (noting any restrictions on eligibility):</p> <ul style="list-style-type: none"> • Clwyd Pension Fund • Constitution and Democratic Services • Licensing • Planning 		
1.18	<p>It is recommended that: the Grievance Committee, the Grievance Appeals Committee and Investigation & Disciplinary Committee should each appoint their own chairs from amongst their respective memberships.</p>		
1.19	<p>Under the Local Government Measure 2011 the Chairs of Overview and Scrutiny are chosen by the political groups based on the strength of the various groups and which have seats on the Cabinet. Chairs are allocated to groups with a place on Cabinet first and any entitlement is rounded down to the nearest whole number. The remaining Chairs are then allocated to groups without a seat on Cabinet (rounding up to the nearest whole number).</p>		
1.20	<p>Full Council appoints the Leader at the Annual Meeting and the Leader will then announce the Cabinet. When the membership of the Cabinet is known, it will be possible to formally allocate the correct number of Chair(s) to each group. The allocations of Chairs is set out in Appendix 2, immediately below the political balance calculations.</p>		
1.21	<p>It is recommended that: Council decides which group will chair each Overview and Scrutiny Committee.</p>		
1.22	<p>LOCAL CHOICE FUNCTIONS The Council is also required to agree such part of the Scheme of Delegation as the Council determines it is for the Council to agree. This relates to those local choice functions which can be decided either by the Council or the Cabinet and/or delegated to officers. The table of Local Choice Functions is included in the Constitution. Members are recommended to confirm or otherwise the existing Local Choice Functions.</p>		
1.23	<p>It is recommended that: the Local Choice functions as set out in the</p>		

	Constitution are approved.
1.24	<p>NOMINATIONS TO INTERNAL BODIES</p> <p>The existing Scheme of Delegation provides for an Appointments Committee for first and second tier officers comprising 7 Members. This is not a standing Committee and is convened when required by seeking nominations from Group Leaders. In the past it has been usual for Committee Members to be politically balanced including the relevant Cabinet Member. The Council has previously agreed that the Chair or Vice-Chair of the relevant Overview and Scrutiny Committee be one of the Members of the Committee. It is recommended Council continues the previous practice.</p>
1.25	It is recommended that: The make-up of the Appointments Committee be approved.
1.26	<p>STANDARDS COMMITTEE</p> <p>The Standards Committee includes five independent Members, a Town and Community Council representative and three Councillors (who cannot also be the Leader or Cabinet Members). The three Members (Cllrs Heesom, Paul Johnson and Woolley) have been appointed for the whole term of this Council.</p>
1.27	It is recommended that: The composition and membership of the Standards Committee be noted.
1.28	<p>APPOINTMENTS TO OUTSIDE BODIES</p> <p>At the Annual Meeting in 2017 Council appointed Members to outside bodies for the whole term of the Council. It also gave the Chief Executive, in consultation with Group Leaders, the power to make changes to those nominations as required.</p>
1.29	It is recommended that: Council notes that nominees to Outside Bodies have been appointed for the whole Council term and the Chief Executive's power to vary those nominations (in consultation with Group Leaders).

2.00	RESOURCE IMPLICATIONS
2.01	None as a result of this report.

3.00	RISK MANAGEMENT
3.01	None as a result of this report.

4.00	CONSULTATIONS REQUIRED/CARRIED OUT
4.01	Group leaders.
5.00	APPENDICES

5.01	Appendix 1 - Terms of Reference of Overview & Scrutiny Committees adopted following the 2019/20 committee Review.
5.02	Appendix 2 – 2020 Political Balance Calculation.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<ol style="list-style-type: none"> 1. Minutes of the Annual Meeting of Council, 7th May 2019 2. Report to the Meeting of the Constitution & Democratic Services Committee, 22nd January 2020 and resultant minute. 3. Report to the Council meeting on 27th February 2020 and resultant minute.

7.00	CONTACT OFFICER DETAILS
7.01	<p>Contact Officer: Gareth Owens, Chief Officer (Governance) Telephone: 01352 702344 E-mail: gareth.legal@flintshire.gov.uk</p>

8.00	GLOSSARY OF TERMS
8.01	No technical terms have been used in this report.

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Appendix 1 O&SC Terms of Reference Approved by Council 27th February 2020

O&S Committee	Scope: To fulfil all of the functions of an Overview & Scrutiny committee, including Performance, Improvement and Policy Development as they relate to the following:	Main Contributors
<p>Corporate Resources 12 Elected Members</p>	<p>Corporate Management and Governance Council strategic and improvement planning (Council Plan) Council performance and performance systems Customer Services and contact</p> <p>Finance Strategy Revenue and capital strategic planning Revenue and capital budget monitoring</p> <p>Clwyd Pension Fund</p> <p>ICT and Digital Strategies</p> <p>People Strategy Organisational Design & Change Programme</p> <p>Corporate Services Corporate Communications Financial services ICT Services Information and Business Services Procurement HR Business Partnering Occupational Health and Wellbeing Employment Services Legal Services Democratic Services Revenues</p> <p>Strategic and Partnership Working Partnership and collaborative working frameworks Public Service Board</p>	<p>Leader of the Council; Cabinet Member for Corporate Management & Assets; Cabinet Member for Finance. Chief Executive; CO (Governance) Corporate Finance Manager Senior Manager (HR & OD)</p>
<p>Education, Youth & Culture 12 Elected Members and five co-opted members representing parent governors and diocesan authorities</p>	<p>School organisation and management School Improvement and modernisation School Access, planning and provision Primary and Early years Secondary and 14-19 education Schools Performance Monitoring</p> <p>Continuing Education Adult and community learning</p> <p>Special Education Inclusion service</p> <p>Support to Families and Young People Families First Youth Services Youth Justice Service Libraries, Culture and Heritage including archives and museums Leisure Services, including leisure and sports centres, swimming pools and recreational facilities/activities</p> <p>Strategic and Partnership Working Theatr Clwyd Aura Holywell Leisure Centre Cambrian Aquatics Children and Young People's Partnership (shared responsibility with the Social &</p>	<p>Leader /Education & Youth Chief Executive CO (Education & Youth)</p>

	<p>Health Care Overview & Scrutiny Committee) Coleg Cambria Glyndwr University GwE Welsh Government Department for Education Estyn</p>	
<p>Social & Health Care 12 Elected Members</p>	<p>Adult Services First contact and localities Adult safeguarding Adult Independence and support services Children's Services Fieldwork Resources Safeguarding Early Years and Family support Disability, Progression and Recovery Services Strategic, Commissioning & Partnership Working Children and Young People's Partnership (jointly with the Education & Youth Overview & Scrutiny Committee) Social & Health Care Strategy Development Health Social Care and Well-being partnership and the Good Health Good Care Strategy Dementia Commissioning Plan Mental Health Commissioning Plan Learning Disability Commissioning Plan Double Click Home Farm Trust (HFT) Hwb Cyfle Betsi Cadwaladr University Health Board (BCUHB) Ambulance Trust Community Health Council.</p>	<p>Cabinet Member for Social Services. CO (Social Services)</p>
<p>Environment & Economy 12 Elected Members</p> <p>Designated 'crime & disorder scrutiny' committee</p>	<p>Planning Planning and environmental strategy, Development management and control, Conservation, Minerals and waste planning, Countryside and the environment Greenfield Valley Heritage Park Public rights of way Drainage advisory/Flood Water Management Act Energy Services Public Protection Community protection Health protection Environmental protection Bereavement services Streetscene Services Environmental and Waste Management Neighbourhood services Maintenance of the public realm Environmental enforcement Vehicle fleet</p>	<p>Cabinet Members for Planning & Public Protection and Streetscene & Countryside Chief Executive CO (Planning, Environment and Economy) CO (Streetscene & Transportation)</p>

	<p>Transportation Highway Strategy and Development Control Traffic Services Transport Services Road Safety Education, Training and Publicity Performance and Improvement Plan Monitoring and Policy and Performance development within the Streetscene and Transportation and Planning, Environment and Economy portfolios</p> <p>Strategic and Partnership Working Local Development Plan Flood Management Strategy North Wales Residual Waste Treatment Partnership Natural Resources Wales Planning Inspectorate Wales Emergency planning Civil Contingencies and Emergency Planning</p> <p>Regeneration Communities First, Economic Development and Tourism Enterprise Regeneration Partnership Rural Development Plan Visit Wales</p> <p>Crime and Disorder Community Safety Partnership North Wales Fire & Rescue Authority & Service North Wales Police & Crime Commissioner North Wales Police Service North Wales Probation Service</p>	
<p>Community , Housing & Assets 12 Elected Members</p>	<p>Community Liaison The County Forum and the Joint Community Charter with Town and Community Councils Flintshire Local Voluntary Council</p> <p>Community services Community support services Welfare reform</p> <p>Public Housing Housing Strategy Neighbourhood Housing Housing Asset management</p> <p>Private Housing renewal</p> <p>Benefits Property and Design Consultancy Valuation and Estates Facilities Services Community Assets</p> <p>Strategic and Partnership Working Community Asset Transfer Programme Housing Strategy Housing Asset Management Strategy NEWYDD NEW Homes Limited Housing Revenue Account Business Plan Registered Social Landlords</p>	<p>Cabinet Members for Corporate Management & Assets and Housing. Chief executive CO (Housing & Assets)</p>

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12 OSC and 17 planning

TABLE 1

	Labour			Independent Alliance			Conservatives			Liberal Democrats			New Independents			Flintshire Independents			Independents			Non Aligned			Total Councillor	Cross check
No. of councillors	34			13			6			6			4			3			3			1			70	
% of councillors	48.57%			18.57%			8.57%			8.57%			5.71%			4.29%			4.29%			1.43%			Total Seats	
Notional entitlement	57.31			21.91			10.11			10.11			6.74			5.06			5.06			1.69			118.00	118.00
Allocation of seats	57			22			10			10			7			5			5			2			118.00	118.00
Community, Housing & Assets OSC	6	5.83	0.17	2	2.23	-0.23	1	1.03	0.03	1	1.03	0.03	1	0.69	0.31	1	0.51	0.49	0	0.51	0.51	0	0.17	-0.17	12	12.00
Corporate Resources OSC	6	5.83	0.17	2	2.23	-0.23	1	1.03	0.03	1	1.03	0.03	1	0.69	0.31	0	0.51	-0.51	1	0.51	-0.49	0	0.17	-0.17	12	12.00
Education, Youth & Culture OSC	6	5.83	0.17	2	2.23	-0.23	1	1.03	0.03	1	1.03	0.03	1	0.69	0.31	1	0.51	0.49	0	0.51	0.51	0	0.17	-0.17	12	12.00
Environment & Economy	6	5.83	0.17	2	2.23	-0.23	1	1.03	0.03	1	1.03	0.03	1	0.69	0.31	1	0.51	0.49	0	0.51	0.51	0	0.17	-0.17	12	12.00
Social & Healthcare OSC	6	5.83	0.17	2	2.23	-0.23	1	1.03	0.03	1	1.03	0.03	0	0.69	-0.69	1	0.51	0.49	1	0.51	-0.49	0	0.17	-0.17	12	12.00
Planning	8	8.26	-0.26	4	3.16	0.84	1	1.46	0.46	2	1.46	-0.54	1	0.97	0.03	0	0.73	-0.73	0	0.73	0.73	1	0.24	0.76	17	17.00
Licensing	6	5.83	0.17	2	2.23	-0.23	1	1.03	0.03	1	1.03	0.03	0	0.69	-0.69	1	0.51	0.49	1	0.51	-0.49	0	0.17	-0.17	12	12.00
Audit	3	3.40	-0.40	1	1.30	-0.30	1	0.60	-0.40	1	0.60	-0.40	1	0.40	0.60	0	0.30	-0.30	0	0.30	0.30	0	0.10	-0.10	7	7.00
Constitution and Democratic	7	7.77	-0.77	4	2.97	1.03	1	1.37	0.37	1	1.37	0.37	1	0.91	0.09	0	0.69	-0.69	1	0.69	-0.31	1	0.23	0.77	16	16.00
Pensions	2	2.43	-0.43	1	0.93	0.07	1	0.43	-0.57	0	0.43	0.43	0	0.29	-0.29	0	0.21	-0.21	1	0.21	-0.79	0	0.07	-0.07	5	5.00
Joint Pensions	1	0.49	0.51	0	0.19	-0.19	0	0.09	0.09	0	0.09	0.09	0	0.06	-0.06	0	0.04	-0.04	0	0.04	0.04	0	0.01	-0.01	1	1.00
Total to Group	57	57.31		22	21.91		10	10.11		10	10.11		7	6.74		5	5.06		5	5.06		2	1.69		118	116
Grievance	7	7.29	-0.29	2	2.79	-0.79	1	1.29	0.29	1	1.29	0.29	1	0.86	0.14	1	0.64	0.36	1	0.64	-0.36	1	0.21	-0.79	15	15.00
Grievance Appeals	7	7.29	-0.29	2	2.79	-0.79	1	1.29	0.29	1	1.29	0.29	1	0.86	0.14	1	0.64	0.36	1	0.64	-0.36	1	0.21	-0.79	15	15.00
Invest + Disc	7	7.29	-0.29	2	2.79	-0.79	1	1.29	0.29	1	1.29	0.29	1	0.86	0.14	1	0.64	0.36	1	0.64	-0.36	1	0.21	-0.79	15	15.00

If the allocations come to a total that is too high/low then the numbers along the bottom/on the right change colour

TABLE 2

	Labour		Independent Alliance		Conservatives		Liberal Democrats		New Independents		Flintshire Independents		Independents		Non Aligned	
Scrutiny chairs																
Notional	2.43		0.93		0.43		0.43		0.29		0.21		0.21		0.07	
Actual	2		1		1		1		0				0		0	
	Round Down		Round Up													

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COUNTY COUNCIL

Date of Meeting	Wednesday, 9 th September 2020
Report Subject	Schedule of Meetings 2020/21
Report Author	Chief Officer (Governance)

EXECUTIVE SUMMARY

This report contains the proposed Schedule of Meetings for 2020/2021.

It also explains how the schedule was prepared and details the consultation process which was undertaken.

RECOMMENDATIONS

1	That the attached draft Schedule of Meetings for 2020/21 be approved.
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REPORT DETAILS

1.00	EXPLAINING THE SCHEDULE OF MEETINGS FOR 2020/21
1.01	The Schedule of Meetings is produced on an annual basis and presented for approval to the Annual Meeting. Members will recall that following the County Council elections in 2017, Members of the newly elected Council was invited to express their preferences about when meetings should be held. This was done on a Committee by Committee basis as agreed at the Constitution and Democratic Services Committee in October 2017.
1.02	All Committees resolved to continue with the previous meeting arrangements and this draft has been prepared on that basis.
1.03	It is the aim to avoid meetings being held in school holidays, wherever possible. However, given the cycle of individual Committee meetings and when statutory reports are required to be approved by, this is not always possible.

1.04	For 2020/21, we have put in a concentrated sequence of meetings in September, for all of the Overview & Scrutiny committees to consider the Recovery Strategy. That will have been to a special meeting of the Cabinet on 15 th September.
1.05	It will also be necessary to insert special meetings in the autumn to consider proposals for the 2021/22 Budget.

2.00	RESOURCE IMPLICATIONS
2.01	None.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Chief Officer Team, Officers from Finance, Audit, Planning, Policy and Performance, Overview and Scrutiny and Group Leaders.

4.00	RISK MANAGEMENT
4.01	Not applicable.

5.00	APPENDICES
5.01	Schedule of Meetings for 2020/2021.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None. Contact Officer: Robert Robins, Head of Democratic Services Telephone: 01352 702320 E-mail: robert.robins@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	None.

SCHEDULE OF MEETINGS 2020/21

DAY / DATE	10.00AM	2.00PM
Monday 31 August 2020	Bank Holiday	
Tuesday 1 September 2020		
Wednesday 2 September 2020		Planning (1pm)
Thursday 3 September 2020		
Friday 4 September 2020		
Monday 7 September 2020		
Tuesday 8 September 2020	Informal Cabinet	
Wednesday 9 September 2020	Audit Committee	FCC
Thursday 10 September 2020		
Friday 11 September 2020		
Monday 14 September 2020		
Tuesday 15 September 2020	Cabinet	
Wednesday 16 September 2020		
Thursday 17 September 2020		Planning Strategy Group
Friday 18 September 2020		
Monday 21 September 2020	Environment & Economy OSC	Standards (6pm)
Tuesday 22 September 2020	Cabinet	Social & Healthcare OSC
Wednesday 23 September 2020		Children's Services Forum (4.30pm)
Thursday 24 September 2020	School Budget Forum (9.30am)	Education, Youth & Culture OSC
Friday 25 September 2020	Community, Housing & Assets OSC	
Monday 28 September 2020	Corporate Resources OSC	
Tuesday 29 September 2020		FCC (LDP)

Wednesday 30 September 2020		Planning (1pm)
Thursday 1 October 2020		
Friday 2 October 2020		
Monday 5 October 2020		Standards (6pm)
Tuesday 6 October 2020	Informal Cabinet	
Wednesday 7 October 2020	Clwyd Pension Fund Cttee (9.30am)	SACRE (4pm)
Thursday 8 October 2020	Licensing Committee	
Friday 9 October 2020		
Monday 12 October 2020		
Tuesday 13 October 2020	Environment & Economy OSC	
Wednesday 14 October 2020		Constitution and Democratic Services
Thursday 15 October 2020	Corporate Resources OSC	Planning Strategy Group
Friday 16 October 2020		
Monday 19 October 2020		
Tuesday 20 October 2020	Cabinet	FCC (Annual Performance Report)
Wednesday 21 October 2020		
Thursday 22 October 2020	Social & Health Care OSC	
Friday 23 October 2020		
Monday 26 October 2020	SCHOOL HOLIDAYS	
Tuesday 27 October 2020	SCHOOL HOLIDAYS	
Wednesday 28 October 2020	SCHOOL HOLIDAYS	Planning (1pm)
Thursday 29 October 2020	SCHOOL HOLIDAYS	
Friday 30 October 2020	SCHOOL HOLIDAYS	
Monday 2 November 2020		Standards (6pm)

Tuesday 3 November 2020	Informal Cabinet	
Wednesday 4 November 2020	Community, Housing & Assets OSC	
Thursday 5 November 2020		Education, Youth & Culture OSC
Friday 6 November 2020		
Monday 9 November 2020		
Tuesday 10 November 2020	Environment & Economy OSC	
Wednesday 11 November 2020		Children's Services Forum (4.30pm)
Thursday 12 November 2020	Corporate Resources OSC	Planning Strategy Group
Friday 13 November 2020		
Monday 16 November 2020		
Tuesday 17 November 2020	Cabinet	RESERVED (FCC Budget)
Wednesday 18 November 2020	Audit Committee	Education Consultative Committee
Thursday 19 November 2020		
Friday 20 November 2020		
Monday 23 November 2020		
Tuesday 24 November 2020		
Wednesday 25 November 2020	Clwyd Pension Fund Committee (9.30am)	Constitution and Democratic Services
Thursday 26 November 2020		SACRE (4pm)
Friday 27 November 2020		
Monday 30 November 2020		Standards (6pm)
Tuesday 1 December 2020	Informal Cabinet	
Wednesday 2 December 2020		Planning (1pm)
Thursday 3 December 2020		Social & Health Care OSC
Friday 4 December 2020		

Monday 7 December 2020		
Tuesday 8 December 2020	Environment & Economy OSC	FCC
Wednesday 9 December 2020		
Thursday 10 December 2020	Corporate Resources OSC	Planning Strategy Group
Friday 11 December 2020		
Monday 14 December 2020		
Tuesday 15 December 2020	Cabinet	
Wednesday 16 December 2020	Community, Housing & Assets OSC	
Thursday 17 December 2020		Education, Youth & Culture OSC
Friday 18 December 2020		
Monday 21 December 2020	SCHOOL HOLIDAYS	
Tuesday 22 December 2020	SCHOOL HOLIDAYS	
Wednesday 23 December 2020	SCHOOL HOLIDAYS	
Thursday 24 December 2020	SCHOOL HOLIDAYS	
Friday 25 December 2020	SCHOOL HOLIDAYS Bank Holiday	
Monday 28 December 2020	SCHOOL HOLIDAYS Bank Holiday	
Tuesday 29 December 2020	SCHOOL HOLIDAYS	
Wednesday 30 December 2020	SCHOOL HOLIDAYS	
Thursday 31 December 2020	SCHOOL HOLIDAYS Bank Holiday	
Friday 1 January 2021	SCHOOL HOLIDAYS	
Monday 4 January 2021		
Tuesday 5 January 2021	Informal Cabinet	
Wednesday 6 January 2021		
Thursday 7 January 2021	School Budget Forum (9.30am)	Planning Strategy Group

Friday 8 January 2021		
Monday 11 January 2021		Standards (6pm)
Tuesday 12 January 2021	Environment & Economy OSC	
Wednesday 13 January 2021		Planning (1pm)
Thursday 14 January 2021	Corporate Resources OSC	
Friday 15 January 2021		
Monday 18 January 2021		
Tuesday 19 January 2021	Cabinet	
Wednesday 20 January 2021	Community, Housing & Assets OSC	Children's Services Forum (4.30pm)
Thursday 21 January 2021	Social & Health Care OSC	
Friday 22 January 2021		
Monday 25 January 2021		
Tuesday 26 January 2021		FCC
Wednesday 27 January 2021	Audit Committee	Constitution and Democratic Services
Thursday 28 January 2021		Education, Youth & Culture OSC
Friday 29 January 2021		
Monday 1 February 2021		
Tuesday 2 February 2021	Informal Cabinet	
Wednesday 3 February 2021		Planning (1pm)
Thursday 4 February 2021		
Friday 5 February 2021		
Monday 8 February 2021		Standards (6pm)
Tuesday 9 February 2021	Environment & Economy OSC	
Wednesday 10 February 2021	Clwyd Pension Fund Committee (9.30am)	SACRE (4pm)

Thursday 11 February 2021	Corporate Resources OSC	Planning Strategy Group
Friday 12 February 2021		
Monday 15 February 2021	SCHOOL HOLIDAYS	
Tuesday 16 February 2021	SCHOOL HOLIDAYS Cabinet	FCC (Budget)
Wednesday 17 February 2021	SCHOOL HOLIDAYS	
Thursday 18 February 2021	SCHOOL HOLIDAYS	
Friday 19 February 2021	SCHOOL HOLIDAYS	
Monday 22 February 2021		
Tuesday 23 February 2021		
Wednesday 24 February 2021	Licensing Committee	Education Consultative Committee
Thursday 25 February 2021		FCC (Council Tax Setting)
Friday 26 February 2021		
Monday 1 March 2021		
Tuesday 2 March 2021	Informal Cabinet	
Wednesday 3 March 2021		Planning (1pm)
Thursday 4 March 2021		Social & Health Care OSC
Friday 5 March 2021		
Monday 8 March 2021		Standards (6pm)
Tuesday 9 March 2021	Environment & Economy OSC	
Wednesday 10 March 2021	Community, Housing & Assets OSC	Children's Services Forum (4.30pm)
Thursday 11 March 2021	Corporate Resources OSC	Planning Strategy Group
Friday 12 March 2021		
Monday 15 March 2021		

Tuesday 16 March 2021	Cabinet	
Wednesday 17 March 2021		
Thursday 18 March 2021		Education, Youth & Culture OSC
Friday 19 March 2021		
Monday 22 March 2021		
Tuesday 23 March 2021	Clwyd Pension Fund Cttee (all day)	Clwyd Pension Fund Cttee (all day)
Wednesday 24 March 2021	Audit Committee	Constitution and Democratic Services
Thursday 25 March 2021	School Budget Forum (9.30am)	
Friday 26 March 2021		
Monday 29 March 2021	SCHOOL HOLIDAYS	
Tuesday 30 March 2021	SCHOOL HOLIDAYS	
Wednesday 31 March 2021	SCHOOL HOLIDAYS	Planning (1pm)
Thursday 1 April 2021	SCHOOL HOLIDAYS	RESERVED (FCC)
Friday 2 April 2021	SCHOOL HOLIDAYS Bank Holiday	
Monday 5 April 2021	SCHOOL HOLIDAYS Bank Holiday	
Tuesday 6 April 2021	SCHOOL HOLIDAYS Informal Cabinet	
Wednesday 7 April 2021	SCHOOL HOLIDAYS	
Thursday 8 April 2021	SCHOOL HOLIDAYS	Planning Strategy Group
Friday 9 April 2021	SCHOOL HOLIDAYS	
Monday 12 April 2021		Standards (6pm)
Tuesday 13 April 2021	Environment & Economy OSC	
Wednesday 14 April 2021		
Thursday 15 April 2021	Corporate Resources OSC	Social & Health Care OSC
Friday 16 April 2021		

Monday 19 April 2021		
Tuesday 20 April 2021	Cabinet	
Wednesday 21 April 2021		
Thursday 22 April 2021		
Friday 23 April 2021		
Monday 26 April 2021		
Tuesday 27 April 2021		
Wednesday 28 April 2021	Community, Housing & Assets OSC	Planning (1pm)
Thursday 29 April 2021		Education, Youth & Culture OSC
Friday 30 April 2021		
Monday 3 May 2021	Bank Holiday	
Tuesday 4 May 2021	Informal Cabinet	
Wednesday 5 May 2021		
Thursday 6 May 2021	National Assembly For Wales Election PCC Election	
Friday 7 May 2021		
Monday 10 May 2021		Standards (6pm)
Tuesday 11 May 2021	FCC (AGM)	
Wednesday 12 May 2021	Environment & Economy OSC	
Thursday 13 May 2021	Corporate Resources OSC	Planning Strategy Group
Friday 14 May 2021		
Monday 17 May 2021		
Tuesday 18 May 2021	Cabinet	
Wednesday 19 May 2021		Children's Services Forum (4.30pm)
Thursday 20 May 2021		

Friday 21 May 2021		
Monday 24 May 2021		
Tuesday 25 May 2021		
Wednesday 26 May 2021		Planning (1pm)
Thursday 27 May 2021	Social & Health Care OSC	
Friday 28 May 2021		
Monday 31 May 2021	SCHOOL HOLIDAYS Bank Holiday	
Tuesday 1 June 2021	SCHOOL HOLIDAYS Informal Cabinet	
Wednesday 2 June 2021	SCHOOL HOLIDAYS Audit Committee	
Thursday 3 June 2021	SCHOOL HOLIDAYS	
Friday 4 June 2021	SCHOOL HOLIDAYS	
Monday 7 June 2021		Standards (6pm)
Tuesday 8 June 2021	Environment & Economy OSC	
Wednesday 9 June 2021	Clwyd Pension Fund Committee (9.30am)	Constitution and Democratic Services
Thursday 10 June 2021	Corporate Resources OSC	Planning Strategy Group
Friday 11 June 2021		
Monday 14 June 2021		
Tuesday 15 June 2021	Cabinet	FCC
Wednesday 16 June 2021	Community, Housing & Assets OSC	SACRE (4pm)
Thursday 17 June 2021		Joint Education, Youth & Culture OSC and Social & Health Care OSC
Friday 18 June 2021		
Monday 21 June 2021		
Tuesday 22 June 2021		

Wednesday 23 June 2021		Planning (1pm)
Thursday 24 June 2021	School Budget Forum (9.30am)	
Friday 25 June 2021		
Monday 28 June 2021		
Tuesday 29 June 2021	Informal Cabinet	
Wednesday 30 June 2021		
Thursday 1 July 2021	Social & Health Care OSC	Education, Youth & Culture OSC
Friday 2 July 2021		
Monday 5 July 2021		Standards (6pm)
Tuesday 6 July 2021	Environment & Economy OSC	
Wednesday 7 July 2021	Licensing Committee	Education Consultative Committee
Thursday 8 July 2021	Corporate Resources OSC	Planning Strategy Group
Friday 9 July 2021		
Monday 12 July 2021		
Tuesday 13 July 2021	Cabinet	
Wednesday 14 July 2021		Children's Services Forum (4.30pm)
Thursday 15 July 2021		
Friday 16 July 2021		
Monday 19 July 2021		
Tuesday 20 July 2021		
Wednesday 21 July 2021	SCHOOL HOLIDAYS	Planning (1pm)
Thursday 22 July 2021	SCHOOL HOLIDAYS	
Friday 23 July 2021	SCHOOL HOLIDAYS	
Monday 26 July 2021	SCHOOL HOLIDAYS	

Tuesday 27 July 2021	SCHOOL HOLIDAYS	
Wednesday 28 July 2021	SCHOOL HOLIDAYS Audit Committee (Statement of Accounts)	
Thursday 29 July 2021 – 1 September 2021	SCHOOL HOLIDAYS	

AUGUST RECESS

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