

**Schedule of Meeting Dates for the remainder of 2020
Standing Orders Working Group
Report by Executive Director Place**

Report for Decision

1 Recommendation

Council is invited to confirm the current schedule of meeting dates for the remainder of 2020 (Appendix B) and note that digital by default is at the core of the Midlothian Route Map Through and Out of the Crisis and the decision taken in June 2020 that virtual meetings will continue.

2 Purpose of Report/Executive Summary

This report advises of the schedule of meeting dates approved by the Council in October 2018 (with small amendments made thereafter) in respect of the remainder of 2020 and the recommendation of the Standing Orders Working Group.

Date: 8 September 2020

Report Contact:

Verona MacDonald, Democratic Services Team Leader

Verona.macdonald@midlothian.gov.uk

0131 271 3161

3 Background

- 3.1** The Council at its meeting on 2 October 2018 approved a schedule of meetings up until the end of 2020. Small amendments in terms of changes of dates and times have been made since then.
- 3.2** At its meeting on 25 August 2020, Council agreed to confirm the next meeting of Council would be today (6 October 2020) and remit the remainder of the schedule to the Standing Orders Working Group to consider and advise.
- 3.3** The Standing Orders Working Group met on 26 August 2020 and, having considered the dates agreed to recommend to Council that the schedule of meeting dates for the remainder of 2020 (Appendix B) be approved without amendment. In reaching a decision the Group noted the difficulties which would occur should changes be made to the schedule which has been in the public domain for some time and other commitments now in diaries.
- 3.4** Members are therefore requested to confirm the schedule of meetings for the remainder of 2020 (as per Appendix B).

4 Report Implications (Resource, Digital and Risk)

4.1 Resource

None

4.2 Digital

None

4.3 Risk

Key decisions are likely to be required and without a schedule of meetings the Council may be unable to fulfil its obligations.

4.4 Ensuring Equalities (if required a separate IIA must be completed)

This report does not recommend any change to policy or practice and therefore does not require an Equalities Impact Assessment.

4.4 Additional Report Implications

See Appendix A

Appendices

Appendix A – Additional Report Implications

Appendix B – Background information/Links

APPENDIX A – Report Implications

A.1 Key Priorities within the Single Midlothian Plan

Not applicable

A.2 Key Drivers for Change

Key drivers addressed in this report:

- Holistic Working
- Hub and Spoke
- Modern
- Sustainable
- Transformational
- Preventative
- Asset-based
- Continuous Improvement
- One size fits one
- None of the above

A.3 Key Delivery Streams

Key delivery streams addressed in this report:

- One Council Working with you, for you
- Preventative and Sustainable
- Efficient and Modern
- Innovative and Ambitious
- None of the above

A.4 Delivering Best Value

The report does not directly impact on Delivering Best Value but the absence of a schedule of meetings may result in delays in the ability to carry out proper scrutiny.

A.5 Involving Communities and Other Stakeholders

The report does not directly relate to involving communities

A.6 Impact on Performance and Outcomes

The absence of a schedule of meetings may impact on Midlothian Council's performance and outcomes

A.7 Adopting a Preventative Approach

Not applicable

A.8 Supporting Sustainable Development

Not applicable

APPENDIX B

Background Papers/Resource Links – Report dated 12 September 2018 entitled “Short Life Working Group Schedule of Meeting Dates 2019 and 2020”; Report to Midlothian Council on 25 August 2020 entitled “Schedule of Meetings for the remainder of 2020”

Schedule of Meetings for the remainder of 2020 –

October 2020

Thursday 8	14.00	Midlothian Integration Joint Board
Monday 12	14.00	Planning Site Visits
Tuesday 13	10.00	General Purposes
Tuesday 13	13.00	Planning
Tuesday 20	11.00	Cabinet
Monday 26	11.00	Business Transformation Steering Group
Tuesday 27	10.00	Local Review Body Site Visits
Tuesday 27	13.00	Local Review Body

November 2020

Tuesday 3	10.00	Petitions
Tuesday 3	11.00	Performance, Review and Scrutiny
Monday 9	11.00	Police and Fire and Rescue Board
Tuesday 10	14.30	JCG
Thursday 12	14.00	Midlothian IJB Development Workshop
Tuesday 17	11.00	Midlothian Council
Monday 23	14.00	Planning Site Visits
Tuesday 24	10.00	General Purposes
Tuesday 24	13.00	Planning
Monday 30	10.00	Local Review Body Site Visits
Monday 30	13.00	Local Review Body

December 2020

Tuesday 1	11.00	Cabinet
Monday 7	11.00	Business Transformation Steering Group
Tuesday 8	11.00	Audit
Tuesday 8	14.30	JCG
Wednesday 9	11.00	Performance, Review and Scrutiny
Thursday 10	14.00	Midlothian Integration Joint Board
Tuesday 15	11.00	Midlothian Council