

The City of Edinburgh Council

10.05am, Thursday 7 February 2019

Council Diary 2019/20

Item number	8.1
Report number	
Executive/routine	
Wards	All
Council Commitments	

Executive Summary

This report proposes meeting dates for all Council and Committee meetings from August 2019 to August 2020. It also includes proposed dates for recess periods and Council meetings from August 2020 to August 2021.

Council Diary 2019/20

1. Recommendations

- 1.1 To agree the Council Diary for August 2019 to August 2020 as set out in appendix 1, and authorise the Chief Executive to make minor adjustments, as necessary.
- 1.2 To agree the recess and Council meeting dates for August 2020 to August 2021 as set out in appendix 2.

2. Main report

- 2.1 Standing Order 4.2 states that committees will hold such meetings as the Council prescribes.
- 2.2 Under the current political management arrangements, there are six Executive Committees and a number of statutory and other committees and sub-committees. The diary at appendix 1 includes dates of meetings of each of these committees, Council meetings and recess periods.
- 2.3 The proposed dates mostly reflect current arrangements. In some cases dates are subject to confirmation by the parent board/committee (eg Edinburgh and South East of Scotland City Region Deal Joint Committee; Integration Joint Board; Lothian Valuation Joint Board; Licensing Board). Where known these dates have been marked as *provisional*.
- 2.4 Special Meetings have been included where requested by directorates in order to meet required timescales.
- 2.5 It is normal practice for the Council to agree the timing of recess periods and Council meetings a year in advance. The proposed recess periods and Council meeting dates for August 2020 to August 2021 are included at appendix 2. School term dates for 2020/21 have been agreed by the Education, Children and Families Committee and the recess periods reflect these.

3. Measures of success

- 3.1 A structured meetings programme supports the Council's democratic functions.

4. Financial impact

- 4.1 There are no financial implications from this report.

5. Risk, policy, compliance and governance impact

5.1 Failure to agree meeting arrangements could open the Council to legal challenge where timescales apply.

6. Equalities impact

6.1 Not applicable.

7. Sustainability impact

7.1 Not applicable.

8. Consultation and engagement

8.1 Consultation was undertaken with conveners, group leaders and directors as appropriate.

9. Background reading/external references

None.

Andrew Kerr

Chief Executive

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10. Appendices

10.1 Proposed Council diary 2019/20

10.2 Proposed outline diary 2020/21

(Summer Recess until w/c 29 July 2019)

Licensing Sub-Committee – 22 July 2019

Wk 1	Mon	29	July	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	30	July	a.m.	
				p.m.	
	Wed	31	July	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	1	August	a.m.	
			p.m.		
Wk 2	Fri	2	August	a.m.	
				p.m.	
	Mon	5	August	a.m.	
				p.m.	
	Tue	6	August	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	Joint Consultative Group
	Wed	7	August	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
			p.m.	Planning Committee	
Wk 3	Thu	8	August	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Fri	9	August	a.m.	
				p.m.	
	Mon	12	August	a.m.	
				p.m.	
	Tue	13	August	a.m.	Governance, Risk and Best Value Committee
			p.m.		
Wk 4	Wed	14	August	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	15	August	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	
	Fri	16	August	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	Edinburgh Integration Joint Board
Wk 4	Mon	19	August	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	20	August	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	21	August	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Site Visits
	Thu	22	August	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Wk 4	Fri	23	August	a.m.	North West Locality Committee
				p.m.	

Wk 5	Mon	26	August	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	27	August	a.m.	
				p.m.	
	Wed	28	August	a.m.	Development Management Sub-Committee
				p.m.	
Wk 6	Thu	29	August	a.m.	HOUSING AND ECONOMY COMMITTEE
				p.m.	
	Fri	30	August	a.m.	
				p.m.	
	Mon	2	September	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	
Wk 7	Tue	3	September	a.m.	
				p.m.	North East Locality Committee
	Wed	4	September	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Workshop
	Thu	5	September	a.m.	South East Locality Committee
				p.m.	
Wk 8	Fri	6	September	a.m.	<i>City Region Deal Joint Committee</i>
				p.m.	
	Mon	9	September	a.m.	
				p.m.	
	Tue	10	September	a.m.	CULTURE AND COMMUNITIES COMMITTEE
				p.m.	
Wk 8	Wed	11	September	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	12	September	a.m.	South West Locality Committee
				p.m.	
	Fri	13	September	a.m.	
				p.m.	
	Mon	16	September	a.m.	
			p.m.	Licensing Sub-Committee	
Tue	17	September	a.m.	Licensing Sub-Committee Governance, Risk and Best Value Committee	
			p.m.		
Wed	18	September	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)	
			p.m.	Planning Committee Site Visits	
Thu	19	September	a.m.	CITY OF EDINBURGH COUNCIL	
			p.m.		
Fri	20	September	a.m.		
			p.m.		

Wk 1	Mon	23	September	a.m.	
				p.m.	
	Tue	24	September	a.m.	
				p.m.	Pensions Audit Sub-Committee
	Wed	25	September	a.m.	Development Management Sub-Committee
				p.m.	Pensions Committee
	Th	26	September	a.m.	FINANCE AND RESOURCES COMMITTEE (SPECIAL MEETING)
			p.m.		
Wk 2	Fri	27	September	a.m.	
				p.m.	
	Mon	30	September	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	1	October	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	2	October	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
			p.m.	Planning Committee	
Wk 3	Th	3	October	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Fri	4	October	a.m.	
				p.m.	
	Mon	7	October	a.m.	
				p.m.	Planning Committee Site Visits
	Tue	8	October	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
			p.m.		
Wk 4	Wed	9	October	a.m.	Development Management Sub-Committee
				p.m.	
	Th	10	October	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	
	Fri	11	October	a.m.	
				p.m.	
	<i>(October School Week Recess until w/c 21 October 2019)</i>				
Wk 4	Mon	21	October	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	22	October	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	23	October	a.m.	Development Management Sub-Committee
				p.m.	
	Th	24	October	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Wk 4	Fri	25	October	a.m.	North West Locality Committee
				p.m.	

Wk 5	Mon	28	October	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	29	October	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	30	October	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Workshop
	Thu	31	October	a.m.	HOUSING AND ECONOMY COMMITTEE
			p.m.		
Wk 6	Fri	1	November	a.m.	
				p.m.	
	Mon	4	November	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	
	Tue	5	November	a.m.	
				p.m.	North East Locality Committee
	Wed	6	November	a.m.	Development Management Sub-Committee
			p.m.		
Wk 7	Thu	7	November	a.m.	South East Locality Committee
				p.m.	
	Fri	8	November	a.m.	
				p.m.	
	Mon	11	November	a.m.	
				p.m.	
	Tue	12	November	a.m.	CULTURE AND COMMUNITIES COMMITTEE
			p.m.	Joint Consultative Group	
Wk 8	Wed	13	November	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Site Visits
	Thu	14	November	a.m.	South West Locality Committee
				p.m.	
	Fri	15	November	a.m.	
				p.m.	
	Mon	18	November	a.m.	
			p.m.	Licensing Sub-Committee	
Wk 8	Tue	19	November	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	20	November	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	21	November	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	22	November	a.m.	
			p.m.		

Wk 1	Mon	25	November	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	26	November	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	27	November	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Workshop
	Thu	28	November	a.m.	
				p.m.	
	Fri	29	November	a.m.	
				p.m.	
Wk 2	Mon	2	December	a.m.	
				p.m.	
	Tue	3	December	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	4	December	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	5	December	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Fri	6	December	a.m.	FINANCE AND RESOURCES COMMITTEE
					<i>City Region Deal Joint Committee</i>
				p.m.	
Wk 3	Mon	9	December	a.m.	
				p.m.	Planning Committee Site Visits
	Tue	10	December	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	Pensions Audit Sub-Committee
	Wed	11	December	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Pensions Committee
		Thu	12	December	a.m.
				p.m.	
	Fri	13	December	a.m.	<i>Edinburgh Integration Joint Board</i>
				p.m.	

Wk 4	Mon	16	December	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	17	December	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	18	December	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	19	December	a.m.	
			p.m.		
Fri	20	December	a.m.	North West Locality Committee	
			p.m.		
<i>(Christmas and New Year Recess until w/c 13 January 2020)</i>					
Wk 5	Mon	13	January	a.m.	
				p.m.	
	Tue	14	January	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	15	January	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Site Visits
Thu	16	January	a.m.		
			p.m.		
Fri	17	January	a.m.		
			p.m.		
Wk 6	Mon	20	January	a.m.	HOUSING AND ECONOMY COMMITTEE
				p.m.	
	Tue	21	January	a.m.	
				p.m.	North East Locality Committee
	Wed	22	January	a.m.	Development Management Sub-Committee
				p.m.	
Thu	23	January	a.m.	FINANCE AND RESOURCES COMMITTEE (SPECIAL MEETING)	
			p.m.	South East Locality Committee	
Fri	24	January	a.m.		
			p.m.		
Wk 7	Mon	27	January	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	28	January	a.m.	CULTURE AND COMMUNITIES COMMITTEE
				p.m.	Joint Consultative Group
	Wed	29	January	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Workshop
Thu	30	January	a.m.	South West Locality Committee	
			p.m.		
Fri	31	January	a.m.		
			p.m.		

Wk 8	Mon	3	February	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	Licensing Sub-Committee
	Tue	4	February	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	5	February	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	6	February	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Fri	7	February	a.m.	<i>Edinburgh Integration Joint Board</i>	
			p.m.		
<i>(February Recess until w/c 17 February 2020)</i>					
Wk 1	Mon	17	February	a.m.	
				p.m.	Planning Committee Site Visits
	Tue	18	February	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	19	February	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	20	February	a.m.	CITY OF EDINBURGH COUNCIL (BUDGET)
			p.m.		
Fri	21	February	a.m.		
			p.m.		
Wk 2	Mon	24	February	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	25	February	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	26	February	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee
	Thu	27	February	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
			p.m.		
Fri	28	February	a.m.		
			p.m.		
Wk 3	Mon	2	March	a.m.	
				p.m.	
	Tue	3	March	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	
	Wed	4	March	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	5	March	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
Fri	6	March	a.m.	<i>City Region Deal Joint Committee</i>	
			p.m.		

Wk 4	Mon	9	March	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	10	March	a.m.	Licensing Sub-Committee
				p.m.	Joint Consultative Group
	Wed	11	March	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Workshop
	Thu	12	March	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Wk 5	Fri	13	March	a.m.	North West Locality Committee
				p.m.	
	Mon	16	March	a.m.	
				p.m.	
	Tue	17	March	a.m.	
				p.m.	
	Wed	18	March	a.m.	Development Management Sub-Committee
			p.m.		
Wk 6	Thu	19	March	a.m.	HOUSING AND ECONOMY COMMITTEE
				p.m.	
	Fri	20	March	a.m.	
				p.m.	
	Mon	23	March	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	24	March	a.m.	Governance, Best Risk and Value Committee
			p.m.	North East Locality Committee	
Wk 7	Wed	25	March	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Pensions Committee Planning Committee Site Visits
	Thu	26	March	a.m.	South East Locality Committee
				p.m.	
	Fri	27	March	a.m.	<i>Edinburgh Integration Joint Board</i>
				p.m.	
	<i>(Easter Recess until w/c 20 April 2020)</i>				
Wk 7	Mon	20	April	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	Licensing Sub-Committee
	Tue	21	April	a.m.	CULTURE AND COMMUNITIES COMMITTEE
				p.m.	
	Wed	22	April	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	23	April	a.m.	South West Locality Committee
			p.m.		
	Fri	24	April	a.m.	
				p.m.	

Wk 8	Mon	27	April	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	28	April	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	29	April	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Site Visits
	Thu	30	April	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
	Fri	1	May	a.m.	
				p.m.	
Wk 1	Mon	4	May	a.m.	
				p.m.	
	Tue	5	May	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	6	May	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	7	May	a.m.	
			p.m.		
	Fri	8	May	a.m.	Planning Committee Site Visits
				p.m.	
Wk 2	Mon	11	May	a.m.	
				p.m.	
	Tue	12	May	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	13	May	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee
	Thu	14	May	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
			p.m.		
	Fri	15	May	a.m.	
				p.m.	
Wk 3	Mon	18	May	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	19	May	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	
	Wed	20	May	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	21	May	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
	Fri	22	May	a.m.	
				p.m.	

Wk 4	Mon	25	May	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	26	May	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	27	May	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Site Visits
	Thu	28	May	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	29	May	a.m.	North West Locality Committee
				p.m.	
Wk 5	Mon	1	June	a.m.	
				p.m.	
	Tue	2	June	a.m.	
				p.m.	Joint Consultative Group
	Wed	3	June	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	4	June	a.m.	HOUSING AND ECONOMY COMMITTEE
				p.m.	
	Fri	5	June	a.m.	<i>City Region Deal Joint Committee</i>
				p.m.	
Wk 6	Mon	8	June	a.m.	
				p.m.	
	Tue	9	June	a.m.	Governance, Risk and Best Value Committee
				p.m.	North East Locality Committee
	Wed	10	June	a.m.	Planning Committee Workshop
				p.m.	Planning Committee Workshop
	Thu	11	June	a.m.	South East Locality Committee
				p.m.	
	Fri	12	June	a.m.	
				p.m.	
Wk 7	Mon	15	June	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	Licensing Sub-Committee
	Tue	16	June	a.m.	CULTURE AND COMMUNITIES COMMITTEE
				p.m.	
	Wed	17	June	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	18	June	a.m.	South West Locality Committee
				p.m.	
	Fri	19	June	a.m.	<i>Edinburgh Integration Joint Board</i>
				p.m.	
Wk 8	Mon	22	June	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	23	June	a.m.	Licensing Sub-Committee
				p.m.	Pensions Audit Sub-Committee
	Wed	24	June	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Pensions Committee Planning Committee Site Visits
	Thu	25	June	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	26	June	a.m.	
				p.m.	
<p><i>(Summer Recess until w/c 27 July 2020)</i> Licensing Sub-Committee – 20 July 2020</p>					

Wk 1	Mon	27	July	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	28	July	a.m.	
				p.m.	
	Wed	29	July	a.m.	Development Management Sub-Committee
				p.m.	
Wk 2	Thu	30	August	a.m.	
				p.m.	
	Fri	31	August	a.m.	
				p.m.	
	Mon	3	August	a.m.	
				p.m.	
Wk 3	Tue	4	August	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	5	August	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee
	Thu	6	August	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
Wk 4	Fri	7	August	a.m.	
				p.m.	
	Mon	10	August	a.m.	
				p.m.	
	Tue	11	August	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	
Wk 5	Wed	12	August	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	13	August	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	
	Fri	14	August	a.m.	<i>Edinburgh Integration Joint Board</i>
				p.m.	
Wk 6	Mon	17	August	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	18	August	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	19	August	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Site Visits
Wk 7	Thu	20	August	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	21	August	a.m.	North West Locality Committee
				p.m.	

Outline Diary 2020-21			
W/C	Month	Year	Week
27	July	2020	1
3	August	2020	2
10	August	2020	3
17	August	2020	4 – Council meeting on 20 August
24	August	2020	5
31	August	2020	6
7	September	2020	7
14	September	2020	8 – Council meeting on 17 September
21	September	2020	1
28	September	2020	2
5	October	2020	3
12	October	2020	4 – Council meeting on 15 October
19	October	2019	<i>Recess (schools week)</i>
26	October	2020	5
2	November	2020	6
9	November	2020	7
16	November	2020	8 – Council meeting on 19 November
23	November	2020	1
30	November	2020	2
7	December	2020	3 – Council meeting on 10 December
14	December	2020	4
21	December	2020	<i>Recess (schools week)</i>
28	December	2020	<i>Recess (schools week)</i>
4	January	2021	<i>Recess (schools week)</i>
11	January	2021	5
18	January	2021	6
25	January	2021	7
1	February	2021	8 – Council meeting on 4 February
8	February	2021	<i>Recess (schools week)</i>
15	February	2021	1 – Council meeting on 18 February (Budget)
22	February	2021	2
1	March	2021	3
8	March	2021	4 – Council meeting on 11 March
15	March	2021	5
22	March	2021	6
29	March	2021	<i>Recess</i>
5	April	2021	<i>Recess (schools week)</i>
12	April	2021	<i>Recess (schools week)</i>
19	April	2021	7
26	April	2021	8 – Council meeting on 29 April
3	May	2021	1
10	May	2021	2
17	May	2021	3
24	May	2021	4 – Council meeting on 27 May
31	May	2021	5
6	June	2021	6
14	June	2021	7
21	June	2021	8 – Council meeting on 24 June
28	June	2021	<i>Recess (schools week)</i>
5	July	2021	<i>Recess (schools week)</i>
12	July	2021	<i>Recess (schools week)</i>
19	July	2021	<i>Recess (schools week)</i>