

Calendar of Meetings 2024/2025 and 2025/2026

Report of the Democracy and Governance Portfolio Holder

Recommended:

That the Calendar of Meetings for the municipal years 2024/2025 and 2025/2026, as set out in Annex 1 and Annex 2 to the report, be approved.

SUMMARY:

To consider the proposed Calendar of Meetings for the municipal years 2024/2025 and 2025/2026.

1 Introduction

- 1.1 Each year, the Council approves a Calendar of Meetings which sets out the schedule of ordinary meetings of the Council, Cabinet and Committees. This year Council is requested to approve two years; 2024/2025 and 2025/2026,
- 1.2 Council at its meeting on 23 February 2023 agreed that the Calendar of Meetings should generally follow a six weekly schedule with the exception of Council and Area Planning Committees, both these Calendars follow that schedule.
- 1.3 Annex 1 to this report sets out a proposed Calendar of Meetings for 2024/2025 and Annex 2 sets out a proposed Calendar of Meetings for 2025/2026.
- 1.4 Should there be business that requires consideration by a Committee between scheduled meetings there are a number of options in place to ensure any items of business are progressed as needed.

2 Corporate Objectives and Priorities

- 2.1 The Council's Committees are required in order to progress the business of the Council in accordance with legislation. An efficient and effective Calendar of Meetings directly contributes to all of the Council's corporate objectives and priorities.

3 Options and options Appraisal

- 3.1 Option 1 - to approve the Calendar of Meetings for 2024/2025 and 2025/2026. This is the recommended option.

- 3.2 The Calendar of Meetings for the municipal years 2024/2025 and 2025/2026 sets out ordinary meetings of Council, Cabinet and Committees over the municipal year which allows for oversight of the decision making schedule and effective management of business to be considered.
- 3.3 Option 2 - to not approve the Calendar of Meetings for the municipal years 2024/2025 and 2025/2026.
- 3.4 Council could chose not to adopt the schedules for 2024/2025 and 2025/2026 or adopt an alternative schedule of meetings however this is not recommended as the proposed meeting schedules as set out in Annex 1 and Annex 2 have been developed in line with the required reporting deadlines and in a schedule that allows the flow of business across Committees in an effective manner.

4 Risk Management

- 4.1 An evaluation of the risks associated with the matters in this report indicate that further risk assessment is not needed because the changes/issues covered do not represent significant risks or have previously been considered by Councillors.

5 Resource Implications

- 5.1 No additional resource implications have been identified.

6 Legal Implications

- 6.1 Full Council approves the Council's Calendar of Meetings.. It is for Council to decide the frequency of meetings for each of the Committees.

7 Equality Issues

- 7.1 None

8 Other Issues

- 8.1 Community Safety – none
- 8.2 Environmental Health Issues - none
- 8.3 Sustainability and Addressing a Changing Climate - none
- 8.4 Property Issues - none
- 8.5 Wards/Communities Affected – none

9 Conclusion and reasons for recommendation

- 9.1 It is recommended that the Calendar of Meetings for 2024/2025 and 2025/2026 as set out in Annex 1 and Annex 2 to the report be approved.

Background Papers (Local Government Act 1972 Section 100D)

[Council 25 February 2022: Review of Committee Meeting Arrangements](#)

[Calendar of Meetings 2023 to 2024](#)

Confidentiality

It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.

No of Annexes:	2	File Ref:	N/A
----------------	---	-----------	-----

(Portfolio: Democracy and Governance) Councillor N Lodge

Officer:	Emma Silverton	Ext:	8001
----------	----------------	------	------

Report to:	Council	Date:	13 September 2023
------------	---------	-------	-------------------