

Report subject	Calendar of Meetings for 2024/25 and 2025/26
Meeting date	9 January 2024
Status	Public Report
Executive summary	The Council is asked to consider and approve the schedule of meetings for the 2024-25 and 2025-26 municipal years and any associated issues.
Recommendations	<p>It is RECOMMENDED that:</p> <p>(a) The schedule of meetings for the 2024-25 and 2025-26 municipal years as attached at Appendix 1 and 2 to the report be approved;</p> <p>(b) Subject to Council approval of the recommendations from the Audit and Governance Committee 30 November 2023 the Planning Committee scheduled meetings (A & B) be renamed accordingly.</p>
Reason for recommendations	To set the schedule of meetings for 2024-25 and 2025-26.
Portfolio Holder(s):	Councillor Vikki Slade, Leader of the Council
Corporate Director	Chief Executive
Report Authors	Sarah Culwick, Deputy Head of Democratic Services
Wards	Council-wide
Classification	Decision

Background

1. In accordance with the Constitution the calendar of meetings is approved by the Council each year. Attached at Appendix 1 and Appendix 2 to the report are the proposed schedule of meetings for 2024-25 and 2025-26. This report is seeking to establish a two-year schedule which would provide greater capacity to manage forward plans and work programmes for both Cabinet and committees for 12 months plus.

2. The Council is advised that the Planning Committee structure and arrangements have been the subject of review by the Constitution Review Working Group who made their recommendations to the Audit and Governance Committee on the 30 November 2023. The recommendations from the Audit and Governance Committee meeting on the 30 November 2023 have been subject to approval by Council earlier on the agenda.
3. Subject to the decision made by Council two Planning Committee meetings have been programmed into the schedule of committee meetings for 2024-25 and 2025-26 (Planning Committee A and Planning Committee B) these can subsequently be renamed accordingly should the recommendations of the Audit and Governance Committee be agreed.
4. Subject also to the decision made by Council earlier on the agenda the Audit and Governance Committee on the 30 November 2023 supported the proposal for the establishment of the Transportation Advisory Group (TAG), should it's establishment be agreed it is proposed that the meeting dates will be scheduled in agreement with the membership once appointed.

Summary of financial implications

5. There are no financial implications directly associated with this report.

Summary of legal implications

6. The Council is required to ensure compliance with the Constitution in setting the calendar of meetings.

Summary of human resources implications

7. There are additional manpower requirements associated with the support of additional meetings resulting from the changes to the Planning and TAG arrangements.

Summary of sustainability impact

8. There are no sustainability implications associated with this report.

Summary of public health implications

9. There are no public health implications associated with this report.

Summary of equality implications

10. The schedule of meetings aims to provide accessibility for Councillors, Officers and the public to the decision-making process.

Summary of risk assessment

11. There are no risk implications associated with this report.

Background papers

Audit and Governance Committee Papers – 30 November 2023

Appendices

Appendix 1 – Schedule of meetings for 2024-25

Appendix 2 – Schedule of meetings for 2025-26