

DRAFT CALENDAR OF MEETINGS FOR THE MUNICIPAL YEAR 2023/24

Council - 15 November 2022

Report of: Deputy Chief Executive and Chief Officer Customer & Resources

Status: for consideration

Key Decision: No

Portfolio Holder: Cllr. Peter Fleming

Contact Officer: Charlie Sinclair, Ext. 7165

Recommendation to Council:

That the calendar of meetings for 23/24 be approved subject to formal adoption at the Annual Meeting of the Council on 23 May 2023.

Reason for recommendation: To enable preparation of committee work plans.

Introduction and Background

- 1 The draft calendar of meetings for the municipal year 2023/24 is attached for consideration. All Members and Senior Officers have been consulted on the draft dates.
- 2 The draft calendar tried to avoid meetings on Mondays and Wednesdays and school holidays, as much as possible. Best endeavours have been made to avoid evening meetings on Mondays and Wednesdays. If additional meetings are required, it may be necessary to look at these days. All additional meetings dates and times are set up in consultation with the relevant Chairman.
- 3 Development Control Committee, is also programmed to take place on a three weekly basis. There are occasions where a four weekly basis is necessary.
- 4 Licensing Hearings and Community Infrastructure Levy Spending Board are organised as and when required.
- 5 In its current form, the proposed Calendar of Meetings for 2023/24 attached at appendix A covers a total of 78 formal committee meetings across the municipal year.
- 6 It is the responsibility of the Annual Meeting of the Council to confirm the Council's calendar of meetings for oncoming year. However, it is considered prudent to put it before this meeting of the Council to allow more time for

forward planning by Officers and Members and booking of meeting rooms etc.

Key Implications

Financial

None directly arising from this report.

Legal Implications and Risk Assessment Statement.

The Council is under a legal duty to hold an Annual Council meeting during a particular period and to set a Council Tax by a specific date. The calendar proposed here meets those requirements.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment.

Conclusions

Members are requested to consider the attached draft Calendar of Meetings and recommend it to the meeting of Annual Council for formal adoption.

Appendices

Appendix A - Draft Calendar of meetings for the municipal year 2023/24

Background Papers

None

Jim Carrington-West

Deputy Chief Executive and Chief Officer - Customer & Resources