

<b>Report to:</b>	<b>COUNCIL</b>
<b>Relevant Officer:</b>	Mark Towers, Director of Governance and Partnerships
<b>Relevant Cabinet Member:</b>	Leader of the Council
<b>Date of Meeting:</b>	24 May 2023

## PROGRAMME OF MEETINGS 2022/2023

### 1.0 Purpose of the report:

1.1 The Council will be asked to consider a programme of meetings for 2023/2024 and to note provisional meeting dates from May to July 2024.

### 2.0 Recommendation(s):

2.1 To approve the calendar of meetings for 2023/2024 as attached at Appendix 14a.

2.2 To agree that meetings commence at 6pm as usual (set out at the end of the calendar of meetings at Appendix 14a).

### 3.0 Reasons for recommendation(s):

3.1 To have in place scheduled meeting dates to enable the Council's committees to transact their business during the municipal year.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? Yes

3.3 Other alternative options to be considered:

To not schedule meeting dates, although this will not allow Council and its committees to plan their business and meeting dates for the municipal year ahead.

### 4.0 Council priority:

4.1 The programming of formal Council, Committee and Executive meetings will help the Council achieve all its priorities.

**5.0 Background information**

5.1 A proposed programme of meetings is set out at Appendix 14a with the start times for all committees listed at the end of the Appendix. A similar cycle as before has been proposed for committees.

5.2 It is for the Leader of the Council to schedule Executive meetings although proposed dates have been listed in the programme for completeness. The meetings of the Shareholder Committee will be determined by the Executive or the committee itself when it is reconstituted.

Does the information submitted include any exempt information?

No

**List of Appendices:**

Appendix 14a - Calendar of Meetings 2023/2024.

**6.0 Legal considerations:**

6.1 The Council's Constitution provides for the annual meeting to formulate a schedule of Council and Committee meetings for the forthcoming municipal year.

**7.0 Equalities considerations:**

7.1 None.

**8.0 Financial considerations:**

8.1 There are no additional financial considerations.

**9.0 Risk management considerations:**

9.1 Failure to put in place a schedule of meetings will put at risk the ability for the Council to transact its business efficiently.

**10.0 Sustainability, climate change and environmental considerations:**

10.1 None.

**11.0 Internal/external consultation undertaken:**

11.1 No further consultation has taken place with this item as the schedule of meetings is in accordance with previous practice.

**12.0 Background papers:**

12.1 There are no additional background papers to this report.