

Report of	Meeting	Date
Director of Governance and Monitoring Officer (Introduced by Leader of the Council and Cabinet Member (Strategy and Reform))	Council	Wednesday, 26 January 2022

Is this report confidential?	No
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Is this decision key?	Not applicable
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2022/23 Calendar of Meetings

Purpose of the Report

1. To provide members notice of and to seek approval for the calendar of meetings scheduled for the 2022-23 municipal year.

Recommendations to Council

2. That the 2022-23 calendar of meetings, as shown at Appendix 1, be approved.

Reasons for recommendations

3. Approving the calendar of meetings for the forthcoming municipal year at this time will ensure that preparation can begin, and arrangements be made in advance of May 2022.

Other options considered and rejected

4. There were no other options to be considered. The Council must organise and publicise a schedule of meetings to allow for preparation of reports and work programmes; to ensure availability and attendance of members and officers; and to facilitate public participation in meetings where permitted.

Corporate priorities

5. The report relates to the following corporate priorities: (please bold all those applicable):

An exemplary council	Thriving communities
A fair local economy that works for everyone	Good homes, green spaces, healthy places

Background to the report

6. The Calendar of Meetings is devised on an annual basis in advance of the new municipal year.
7. Members will be aware that the Calendar of Meetings is normally submitted for consideration at this time of the year to assist officers and Members with forward planning.

Overview of Calendar of Meetings

8. Appendix 1 presents a draft timetable of Full Council, Cabinet and Committee meetings for the period 1 May 2022 to 31 May 2023 inclusive.
9. The timetable takes into account:
 - Existing decision-making arrangements
 - School holiday closures (as requested by members)
 - Bank holidays
 - Parish council meetings
 - Political group meetings
10. It should be noted that some months are busier than others, with January and September always more difficult to accommodate any changes.

Consultation carried out and outcome(s) of consultation

11. The proposed Calendar of Meetings was considered at a meeting of the Leader and Deputy Leader Briefing in December 2021. Their feedback has been incorporated into the appended calendar.
12. Copies of the proposed Calendar of Meetings were emailed to the Leaders of the Conservative and Liberal Democrat Groups on 4 January 2022. Feedback was received from the Leader of the Conservative Group and accepted where possible.
13. The Shared Senior Management Team was also consulted on the calendar and their feedback has been incorporated into the appended calendar.

Climate change and air quality

14. The work noted in this report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

Equality and diversity

15. There are no implications on equality or diversity arising from this decision.

Risk

16. It should be acknowledged that the calendar of meetings is a fluid document and there may be occasions where meetings are called or cancelled with little notice. The Democratic Services team will endeavour to avoid such events, but this is not often possible due to the ever-changing nature of the decision-making process.

Comments of the Statutory Finance Officer

17. There are no direct financial implications of this report.

Comments of the Monitoring Officer

18. There are no concerns from a Monitoring Officer perspective. This is something we have to do an annual basis.

Background documents

19. There are no background papers to this report

Appendices

Appendix 1 – Proposed 2022/23 Calendar of Meetings

Report Author:	Email:	Telephone:	Date:
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