

FULL COUNCIL – 10 DECEMBER 2024

PART I

Calendar of Meetings 2026-27

(ADLD)

1 Summary

- 1.1 The council's calendar of meetings 2026-27 has been prepared to allow members, officers, and the public time to plan their diaries in advance of the municipal year.
- 1.2 The calendar has been consulted on with Lead Members, and their comments have been taken into account in the preparation of the calendar.
- 1.3 The calendar seeks to avoid clashes where members and the public may not be able to attend meetings, although some clashes are occasionally unavoidable.

2 Details

- 2.1 The proposed changes to the schedule of meetings from previous years seeks to:
 - Create a clearer pathway for a decision to progress from committee to Council (as necessary)
 - To avoid, where practicable, meetings being scheduled during the expected political party conference season
 - To group the Local Area Forum meetings into a week per cycle
 - To ensure that Shareholder and Commercial Venture Panel meetings are scheduled in advance
 - For Planning Committee meetings to be held monthly (third Thursday of every month), with exceptions for party conference season and Annual Council
- 2.2 Some meetings are arranged when required, such as the Licensing Sub-Committee, and so these meetings are not included within the calendar.
- 2.3 With the calendar drafted two years in advance, some dates (e.g., school holidays) are to be confirmed nearer the time. Should dates require amending in due course, Council Procedure Rule 30(1) provides for this:

Ordinary meetings of the Committees shall be held in each year on such days as the Council shall determine unless amended by the Chief Executive with the agreement of the appropriate Chair and the nominated representatives of each of the minority groups.

3 Options and Reasons for Recommendations

3.1 To agree the calendar of meetings would allow for Council to have set a future schedule of meetings with good notice for members, officers, and residents, and with scope for dates to change nearer the time as required.

3.2 Not to agree the calendar would require the Council to sets its calendar of meetings at a later date. Although this is not improper, it would increase the likelihood of clashes arising in members' diaries.

4 Policy/Budget Reference and Implications

4.1 There are no direct policy or budget implications.

5 Financial Implications

5.1 There are no direct financial implications.

6 Legal Implications

6.1 There are no direct legal implications.

7 Staffing Implications

7.1 There are no direct staffing implications. Officers will update the council's website to reflect the newly agreed calendar of meetings.

8 Equal Opportunities Implications

8.1 There are no direct equal opportunities implications.

9 Climate Change and Sustainability Implications

9.1 There are no direct climate or sustainability implications.

10 Communications and Website Implications

10.1 If the proposals are agreed, the calendar of meetings website page will be updated.

11 Risk and Health & Safety Implications

11.1 There are no risk or health & safety implications.

12 Recommendation:

12.1 To agree the calendar of meetings for the municipal year 2026-27, as detailed at Appendix 1.

Report prepared by:

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Data Quality

Data sources: N/A

Data checked by:

Matthew Stickley, Interim Group Manager – Democratic and Electoral Services

Data rating:

1	Poor	
2	Sufficient	X
3	High	

Background Papers

None

Appendices

Appendix 1 – Calendar of Meetings 2026-27