

POLICY AND RESOURCES COMMITTEE – 11 SEPTEMBER 2023

COUNCIL – 17 OCTOBER 2023

PART I – NOT DELEGATED

6. CALENDAR OF MEETINGS 2025/26 AND AMENDMENTS TO THE CALENDAR OF MEETINGS FOR 2023/24 AND 2024/25 (ADL&D)

1. Description

- 1.1 The calendar of meetings for 2025/2026 is being considered by the Committee for recommendation to Council on 17 October 2023 (Appendix 1).
- 1.2 Comments have been received from Members on the current year's calendar of meetings (2023/24) with regard to the Budget Setting Council meeting on 20 February 2024 and changing the date to the following week as officers understand the date now falls within half term. In addition, Members have asked if the July Planning Committee meeting date (on the 2024/25 calendar of meetings) could be moved to a week later (17 July 2024) instead of 11 July and that this continues for future years (i.e. the planning meeting being held in the third week of July).
- 1.3 In addition, it is proposed that the Audit Committee at the beginning of July now be rescheduled for 2024 to the end of May and that this continues for future years. The background to this is the deadline for the publication of draft accounts is 31 May which allows for a 30-day period of public inspection to commence no later than 1 June 2023.
- 1.4 The Committee are asked to consider the draft calendar of meetings for 2025/26 and the proposed amendments outlined above (and detailed in Appendices 2 and 3) and make their recommendation to Council.

2. Summary of Main Points

- 2.1 Following requests by Members the calendar of meetings is now organised two years in advance to enable members to schedule the meetings in their diary.
- 2.2 The proposed calendar of meetings for 2025/26 is attached at Appendix 1. It is proposed that the meetings would follow a similar format this year and for 2024/25 but with the amendments proposed under Paragraphs 1.2 and 1.3.
- 2.3 Decision making meetings (Council/Committees) are required by law to be held in person with all the Members making the decisions having to be present.
- 2.4 It has, though, been possible to hold non-decision-making meetings virtually (Forum meetings and sub-committee meetings). It was agreed at Annual Council in May 2023 that virtual/remote sub-committee meetings would be livestreamed and is included in the Council's livestreaming protocol agreed by P&R Committee in June 2023. Since May 2023 all public meetings held at the Council offices have been livestreamed.
- 2.5 Licensing sub-committee hearings could be held as virtual, hybrid or face to face meetings as the Licensing Act allows for this.
- 2.6 The 2025/26 calendar proposes to include the following meetings:

