



**OPEN REPORT
COUNCIL**

Council – 16 March 2023

**CALENDAR OF MEETINGS FOR COUNCIL AND COMMITTEE MEETINGS IN
THE 2023/24 MUNICIPAL YEAR**

Report of Director of Corporate and Customer Services

Report Author and Contact Details

James McLaughlin, Director of Corporate and Customer Services

Wards Affected

District-wide

Report Summary

The purpose of this report is to submit the proposed Calendar of Meetings for Council and Committee Meetings in the 2023/24 municipal year.

Recommendations

1. That the Calendar of Meetings for the 2023/24 municipal year be approved.

List of Appendices

Appendix 1 Calendar of Meetings for the 2023/24 Municipal Year

Background Papers

None

Consideration of report by Council or other committee

No

Council Approval Required

Yes

Exempt from Press or Public

No

Calendar of Meetings for Council and Committee Meetings in 2023/24 Municipal Year

1. Background

- 1.1 The procedure rules within the Council's constitution requires that the calendar of meetings be approved annually by the Council.

2. Key Issues

- 2.1 It is good practice to set meeting dates in advance for the forthcoming year. This approach enables the Council to have robust governance arrangements in place to facilitate informed decision-making.

3. Options Considered and Recommended Proposal

- 3.1 The Council is required to consider and approve a Calendar of Meetings for the forthcoming municipal year. There are no alternative options available and the attached Calendar of Meetings is recommended for adoption.

4. Consultation

- 4.1 When preparing the draft calendar of meetings, officers have been mindful to take account of the meeting dates of some of the Council's partner organisations to avoid conflicts where possible. Consultation has also taken place with officers to ensure that where needed, meeting dates coincide with the Council's statutory reporting requirements.

5. Timetable for Implementation

- 5.1 The determination of the calendar of Council and committee meetings for the ensuing municipal year is a matter for the Council. If approved, it will be effective from the date of the Annual Meeting of the Council.

6. Policy Implications

- 6.1 There are no direct policy implications associated with this report, but given that strategic decision making is reserved to the Council it is important that the Calendar of Meetings is structured in a way that ensures that decision making is efficient and timely.

7. Financial and Resource Implications

- 7.1 There are no direct financial implications associated with this report.
- 7.2 There are no resource implications associated with this report.

8. Procurement Implications

- 8.1 There are no procurement implications associated with this report.

9. Legal Advice and Implications

9.1 This report relates to the proposed Calendar of Meetings for Council and Committee Meetings in the 2023/24 municipal year. There are no direct legal implications associated with this report.

10. Equalities Implications

10.1 There are no direct equalities or human rights implications associated with this report.

11. Climate Change Implications

11.1 There are no direct implications for Climate Change associated with this report.

12. Risk Management

12.1 There are no risks directly associated with this report.

Report Authorisation

Approvals obtained from:-

	Named Officer	Date
Chief Executive		
Director of Resources/ S.151 Officer (or Financial Services Manager)	Karen Henriksen	08/03/2023
Monitoring Officer (or Legal Services Manager)	Kerry France	07/03/2023