

North Somerset Council

Report to the Council

Date of Meeting: 21 February 2023

Subject of Report: Revised Draft Municipal Calendar 2023/24

Town or Parish: None

Officer/Member Presenting: Assistant Director, Legal and Governance and Monitoring Officer

Key Decision: N/A

Reason:

Not an Executive Decision.

Recommendation

That Council approves the revised draft Municipal Calendar for 2023/24.

1. Summary of Report

The report sets out the dates for constitutional meetings for 2023/24 as agreed at Council on 8th November 2022, with revised dates for the Annual meeting and two further panel meetings given the announcement of an additional Bank holiday on Monday 8th May for the Coronation weekend.

2. Policy

None

3. Details

3.1 As required under the Constitution, the Municipal Calendar is approved each year at the Annual Council Meeting in May. To allow councillors and officers to plan ahead and to give members of the public as much notice as possible of forthcoming meetings, the aim is to have a draft Municipal Calendar for 2023/24 in place before the end of 2022. This was approved by Council at the meeting held on 8th November 2022

3.2 The date for the Annual Meeting was agreed at that time as 16th May. A bank holiday has subsequently been announced for Monday 8th May due to the Coronation weekend, which would impact the agenda timeline. It has therefore been agreed that the meeting be put back a week to the 23rd May 2023.

3.3 Two further changes are also being made to the following Panel meetings:

- Health Overview and Scrutiny Panel – moved from Thursday 8th June to Thursday 13th July
- Children and Young People's Services Policy and Scrutiny Panel - moved from Thursday 15th June to Thursday 29th June

3.4 An updated draft Municipal Calendar is attached as an appendix to the report

4. Consultation

Chairpersons and senior officers have been consulted on proposed dates.

5. Financial Implications

None

6. Legal Powers and Implications

None

7. Climate Change and Environmental Implications

Holding virtual meetings under the Coronavirus Regulations 2020 avoided the need for members, officers and other participants to travel to and from meetings. Livestreaming physical meetings of the Executive and Council continues to provide for other interested parties to watch meetings online thereby avoiding the need to travel to the Town Hall. Active travel to and from physical meetings would reduce the environmental impact associated with journeys to and from the Town Hall.

8. Risk Management

Having a draft calendar in place well in advance reduces the risk of meeting clashes both within the Council and with partner organisations.

9. Equality Implications

Have you undertaken an Equality Impact Assessment? No

The livestreaming of meetings has increased accessibility and opened up the decision-making process to a wider audience.

10. Corporate Implications

None

11. Options Considered

As contained within the report.

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Appendices:

Revised Draft Municipal Calendar 2023/24

Background Papers:

Municipal Calendar 2022/23

Minutes of the Executive 19/10/22

Minutes of Council 08/11/22

Draft Municipal Calendar for 2023-24

May 2023

Tuesday 23 May at 6.00pm Council (Annual Meeting)

June 2023

Wednesday 14 June at 2.30pm Planning and Regulatory Committee

Wednesday 21 June at 2.30 pm Executive

Thursday 29 June at 10.00am Children and Young People's Services
Policy & Scrutiny Panel

July 2023

Wednesday 5 July at 2.00pm Health and Wellbeing Board

Thursday 6 July at 10.00am Adult Services and Housing Policy &
Scrutiny Panel

Tuesday 11 July at 6.00 pm Council

Wednesday 12 July at 10.00am Place Policy & Scrutiny Panel

Thursday 13 July at 2.00pm Health Overview and Scrutiny Panel

Wednesday 19 July at 2.30pm Planning and Regulatory Committee

Thursday 20 July at 2.00pm Partnerships, Corporate Organisation and
Overview Management Policy & Scrutiny
Panel

Tuesday 25 July at 3.00pm Public Rights of Way sub-Committee

August 2023

Wednesday 16 August at 2.30pm Planning and Regulatory Committee

September 2023

Wednesday 6 September at 6.00 pm Executive

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| Tuesday 19 September at 6.00 pm | Council |
| Wednesday 20 September at 2.30pm | Planning and Regulatory Committee |
| Thursday 21 September at 10.30am | Audit Committee |

October 2023

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| Wednesday 11 October 2.30pm | Planning and Regulatory Committee |
| Thursday 12 October at 2.00pm | Health Overview and Scrutiny Panel |
| Wednesday 18 October at 2.30 pm | Executive |
| Thursday 19 October at 10.00am | Children and Young People’s Services Policy & Scrutiny Panel |
| Tuesday 31 October at 11.00am | Licensing Committee |

November 2023

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| Wednesday 1 November at 2.00pm | Health and Wellbeing Board |
| Thursday 2 November at 10.00am | Adult Services and Housing Policy & Scrutiny Panel |
| Tuesday 14 November at 6.00 pm | Council |
| Wednesday 15 November at 2.30pm | Planning and Regulatory Committee |
| Tuesday 21 November at 3.00pm | Public Rights of Way sub-Committee |
| Wednesday 22 November at 2.00pm | Place Policy & Scrutiny Panel |
| Thursday 23 November at 10.30am | Audit Committee |
| Thursday 30 November at 2.00pm | Partnerships, Corporate Organisation and Overview Management Policy & Scrutiny Panel |

December 2023

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| Wednesday 6 December at 6.00 pm | Executive |
| Wednesday 13 December at 2.30pm | Planning and Regulatory Committee |

January 2024

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| Tuesday 9 January at 6.00 pm | Council |
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Wednesday 17 January at 2.30pm Planning and Regulatory Committee

Thursday 25 January at 10.30am Audit Committee

February 2024

Wednesday 7 February at 2.30 pm Executive

Tuesday 20 February at 6.00 pm Council

Wednesday 21 February at 2.30pm Planning and Regulatory Committee

Thursday 22 February at 10.00am Children and Young People's Services
Policy & Scrutiny Panel

Tuesday 27 February at 6.00 pm Council (Reserve Budget Meeting)

Thursday 29 February at 2.00pm Partnerships, Corporate Organisation and
Overview Management Policy & Scrutiny
Panel

March 2024

Tuesday 5 March at 11am Licensing Committee

Wednesday 6 March at 2.00pm Place Policy & Scrutiny Panel

Thursday 14 March at 2.00pm Health Overview and Scrutiny Panel

Wednesday 20 March at 2.30pm Planning and Regulatory Committee

Thursday 21 March at 10.00am Adult Services and Housing Policy &
Scrutiny Panel

Tuesday 26 March at 3.00pm Public Rights of Way sub-Committee

April 2024

Tuesday 16 April at 6.00 pm Council

Wednesday 17 April at 2.30pm Planning and Regulatory Committee

Wednesday 24 April at 6.00 pm Executive

Thursday 25 April at 10.30am Audit Committee