

North Somerset Council

Report to the Council

Date of Meeting: 14 November 2023

Subject of Report: Draft Municipal Calendar 2024/25

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 a draft Municipal Calendar for 2024/25.

1. Summary of Report

The report sets out suggested dates for constitutional meetings for 2024/25. The proposed draft Municipal Calendar is attached as an appendix to the report.

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 2024/25 in place before the end of 2023.

3.2 The Executive at its meeting on 18 October 2023 approved a draft calendar of Executive meetings for 2024/25 and these dates and times are included within the attached draft calendar. The draft calendar will be subject to final approval at the Annual Council Meeting in May 2024 but will provide provisional meeting dates well in advance.

3.3 The majority of draft meeting dates within the draft calendar follow a similar pattern to the current year.

4. Consultation

Chairpersons and senior officers have been consulted on proposed dates.

5. Financial Implications

Any decision to hold meetings at venues other than the Town Hall will incur additional costs in respect of venue and/or audio equipment hire and ICT support and will require additional resourcing.

6. Legal Powers and Implications

None

7. Climate Change and Environmental Implications

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. Further consideration is being given to holding Executive meetings at alternative venues and times subject to the additional costs and resourcing associated with facilitating meetings in the community and given the greater accessibility offered by livestreaming meetings. 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:

Draft Municipal Calendar 2024/25

Background Papers:

Municipal Calendar 2023/24

Minutes of the Executive 18/10/23

Draft Municipal Calendar 2024/25

May 2024

Tuesday 14 May at 6.00pm	Council (Annual Meeting)
Wednesday 15 May at 2.30pm	Planning and Regulatory Committee

June 2024

Wednesday 12 June at 2.30pm	Planning and Regulatory Committee
Wednesday 19 June at 6.00 pm	Executive
Wednesday 26 June at 10.00am	Children and Young People's Services Policy & Scrutiny Panel
Thursday 27 June at 2.00pm	Transport, Climate and Communities Policy & Scrutiny Panel

July 2024

Tuesday 2 July at 10.00am	Adult Services and Housing Policy & Scrutiny Panel
Wednesday 3 July at 2.00pm	Health and Wellbeing Board
Tuesday 9 July at 6.00 pm	Council
Tuesday 16 July at 10.00am	Placemaking, Economy and Planning Policy & Scrutiny Panel
Wednesday 17 July at 2.30pm	Planning and Regulatory Committee
Thursday 18 July at 2.00pm	Health Overview and Scrutiny Panel
Monday 22 July at 3.00pm	Public Rights of Way sub-Committee

August 2024

Wednesday 21 August at 2.30pm	Planning and Regulatory Committee
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September 2024

Wednesday 11 September at 2.30 pm	Executive
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Tuesday 17 September at 6.00 pm	Council
Wednesday 18 September at 2.30pm	Planning and Regulatory Committee
Thursday 26 September at 10.30am	Audit Committee

October 2024

Wednesday 9 October at 10.00am	Children and Young People’s Services Policy & Scrutiny Panel
Thursday 10 October at 2.00pm	Health Overview and Scrutiny Panel
Wednesday 16 October 2.30pm	Executive
Wednesday 23 October at 2.30pm	Planning and Regulatory Committee
Tuesday 29 October at 11.00am	Licensing Committee
Wednesday 30 October at 2pm	Health and Wellbeing Board

November 2024

Tuesday 5 November at 10.00am	Adult Services and Housing Policy & Scrutiny Panel
Tuesday 12 November at 6.00pm	Council
Monday 18 November at 3.00pm	Public Rights of Way sub-Committee
Tuesday 19 November at 2.00pm	Placemaking, Economy and Planning Policy & Scrutiny Panel
Wednesday 20 November at 2.30pm	Planning and Regulatory Committee
Thursday 28 November at 10.30am	Audit Committee
Thursday 28 November at 2.00pm	Transport, Climate and Communities Policy & Scrutiny Panel

December 2024

Wednesday 4 December at 2.30 pm	Executive
Wednesday 18 December at 2.30pm	Planning and Regulatory Committee

January 2025

Tuesday 14 January at 6.00 pm	Council
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Wednesday 15 January at 2.30pm Planning and Regulatory Committee

Thursday 23 January at 10.30am Audit Committee

February 2025

Wednesday 5 February at 2.30 pm Executive

Wednesday 12 February at 2.00pm Health and Well Being Board

Tuesday 18 February at 6.00 pm Council

Wednesday 19 February at 2.30pm Planning and Regulatory Committee

Tuesday 25 February at 6.00 pm Council (Reserve Budget Meeting)

Wednesday 26 February at 10.00am Children and Young People's Services
Policy & Scrutiny Panel

March 2025

Tuesday 4 March at 11am Licensing Committee

Tuesday 4 March at 2.00pm Placemaking, Economy and Planning Policy
& Scrutiny Panel

Thursday 13 March at 2.00pm Transport, Climate and Communities Policy
and Scrutiny Panel

Tuesday 18 March at 10.00am Adult Services and Housing Policy &
Scrutiny Panel

Wednesday 19 March at 2.30pm Planning and Regulatory Committee

Thursday 20 March at 2.00pm Health Overview and Scrutiny Panel

Monday 24 March at 3.00pm Public Rights of Way sub-Committee

April 2025

Tuesday 01 April at 6.00 pm Council

Wednesday 16 April at 2.30pm Planning and Regulatory Committee

Thursday 24 April at 10.30am Audit Committee

Wednesday 30 April at 6.00 pm Executive