

# North Somerset Council

## Report to the Council

**Date of Meeting: 14 May 2024**

**Subject of Report: Municipal Calendar 2024/25**

**Town or Parish: None**

**Officer/Member Presenting: Assistant Director Legal & Governance**

**Key Decision: N/A**

**Reason:**

Not an Executive Decision.

## Recommendation

(1) that the Municipal Calendar for 2024/25 as attached to the report be approved; and

(2) that the Leader of the Council be authorised to approve any amendments not dealt with elsewhere.

## 1. Summary of Report

The report sets out the dates for constitutional meetings for 2024/25 as agreed at Council on 14<sup>th</sup> November 2023.

## 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, a revised draft municipal calendar for 2024/25 was considered and approved by Council at its meeting on 14<sup>th</sup> November 2023, subject to final adoption at the Annual meeting.

3.2 An updated Municipal Calendar is attached as Appendix 1 to the report.

## 4. Consultation

Chairpersons and senior officers have been consulted on proposed dates. The draft calendar was considered by the Executive on 18 October 2023, and by Council on 14<sup>th</sup> November 2023.

## 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:**

Appendix 1 - Municipal Calendar 2024/25

### **Background Papers:**

Municipal Calendar 2023/24  
Minutes of the Executive 18 October 2023  
Minutes of Council 14 November 2023

**Municipal Calendar for 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**

Tuesday 4 June at 10.00am	Standards Sub-Committee
Tuesday 4 June at 2.00pm	Licensing Sub-Committee
Wednesday 12 June at 2.30pm	Planning and Regulatory Committee
Wednesday 19 June at 6.00 pm	Executive
Thursday 27 June at 2pm	Transport, Climate and Communities Policy and Scrutiny Panel

**July 2024**

Tuesday 2 July at 10.00am	Adult Services and Housing Policy & Scrutiny Panel
Tuesday 2 July at 2.00pm	Licensing Sub-Committee
Wednesday 3 July at 2.00pm	Health and Wellbeing Board
Thursday 4 July at 10.00am	Children and Young People's Services Policy & Scrutiny Panel
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
Wednesday 17 July at 6.00pm	Executive

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**

Tuesday 6 August at 2.00pm	Licensing Sub-Committee
Wednesday 21 August at 2.30pm	Planning and Regulatory Committee

### **September 2024**

Tuesday 3 September at 2.00pm	Licensing Sub-Committee
Wednesday 11 September at 2.30 pm	Executive
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**

Tuesday 1 October at 10.00pm	Standards Sub-Committee
Tuesday 1 October at 2.00pm	Licensing Sub-Committee
Thursday 10 October at 2.00pm	Health Overview and Scrutiny Panel
Wednesday 16 October at 2.30pm	Executive
Thursday 17 October at 10.00am	Children and Young People's Services Policy & Scrutiny Panel
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 2.00pm	Licensing Sub-Committee
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**

Tuesday 3 December at 2.00pm	Licensing Sub-Committee
Wednesday 4 December at 2.30 pm	Executive
Wednesday 18 December at 2.30pm	Planning and Regulatory Committee

**January 2025**

Tuesday 7 January at 2.00pm	Licensing Sub-Committee
Tuesday 14 January at 6.00 pm	Council
Wednesday 15 January at 2.30pm	Planning and Regulatory Committee
Thursday 23 January at 10.30am	Audit Committee

**February 2025**

Tuesday 4 February at 10.00am	Standards Sub-Committee
Tuesday 4 February at 2.00pm	Licensing Sub-Committee
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)
Thursday 27 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
Tuesday 11 March at 2.00pm	Licensing Sub-Committee
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 2.00pm	Licensing Sub-Committee
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
Tuesday 29 April at 2.00pm	Licensing Sub-Committee
Wednesday 30 April at 6.00 pm	Executive