

<b>COUNCIL</b>	AGENDA ITEM No. 13(b)
<b>25 JANUARY 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Rochelle Tapping, Director of Legal and Governance	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Manager	Tel. 452460

## **DRAFT PROGRAMME OF MEETINGS 2023/24**

RECOMMENDATIONS	
<b>FROM:</b> <i>Director of Legal and Governance</i>	<b>Deadline date:</b> <i>N/A</i>
<p>It is recommended that Council approves, in principle, the draft programme of meetings for 2023/2024 (attached at Appendix 1).</p>	

### **1. PURPOSE AND REASON FOR REPORT**

- 1.1 This report presents for the consideration of Council the draft annual programme of meetings for 2023/24.

### **2. BACKGROUND AND KEY ISSUES**

- 2.1 Council is asked to approve and note the draft programme of meeting dates for 2023/2024 (Appendix 1). The calendar has been prepared in accordance with the arrangements that have been implemented in previous years.
- 2.2 The programme of meetings allows for necessary preparation to be undertaken in advance and to allow for Members to plan their diaries accordingly.
- 2.3 Although the schedule is for approval by Council, there may be the need for variations to be made to the schedule in-year. Any such amendments will be determined by the Chairman after prior consultation with the Group Representatives. The Mayor will determine any variation to the Council meeting schedule in consultation with Group Leaders.
- 2.4 The programme of meetings for 2023/24 will be submitted to Council for approval in its final form at the Annual Meeting of Council in 2023.

### **3. CORPORATE STRATEGY**

- 3.1 The recommendation links to the following Council's Corporate Priorities:

#### The Economy & Inclusive Growth

- Environment - Carbon Impact Assessment - it is accepted that, in normal circumstances, there would be impact from holding meetings at the Council in relation to use of the Town Hall building and travel to and from meetings. However, the Council is required to hold such meetings to carry out its statutory duties. There is no change proposed in the number of meetings taking place, only the time and date that these will be held. As such, no change in the carbon impact is anticipated.

Sustainable Future City Council

- How we Work, How we Serve, How we Enable – the scheduling of meetings will enable the Council to function in a robust and transparent manner.

#### **4. CONSULTATION**

- 4.1 Consultation has been undertaken with the Council committees in order to determine the preferred start-time for each committee.

#### **5. IMPLICATIONS**

##### **Financial Implications**

- 5.1 There are no financial implications for the recommendation contained in the report.

##### **Legal Implications**

- 5.2 There are no legal implications for the recommendation contained in the report.

##### **Equalities Implications**

- 5.3 There are no equalities implications for the recommendation contained in the report.

#### **6. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- 6.1 Peterborough City Council Constitution.

#### **7. APPENDICES**

- 7.1 Appendix 1 - draft programme of meetings for 2023/24