

Report for: Council

Date of Meeting:	18 May 2023
Subject:	Calendar of Meetings 2023/24
Responsible Officer:	Jessica Farmer, Interim Director of Legal & Governance Services
Exempt:	No
Wards affected:	All
Enclosures:	Appendix 1 – Calendar of Meetings

Summary and Recommendations

This report sets out the proposals for the Council's Calendar of Meetings for the Municipal Year 2023/24.

Recommendation:

Council is requested to approve the Calendar of Meetings for the Municipal Year 2023/24.

Introduction

The Calendar of Meetings provides the framework for the Council's democratic processes.

The draft Calendar for 2023/24 follows the pattern established for 2022/23 where possible, other than those changes which are necessary as a result of public holidays, school terms, and religious festivals.

The Calendar makes no specific allowance for Members' commitments at the annual national party conferences or the Local Government Association General Assembly and Conference.

A draft of the proposed Calendar for the Municipal Year 2023/24 was provided to all Groups in advance of this meeting.

Options

No other options were considered as it is considered prudent to have a programme in place and to follow the pattern of meetings from previous years.

Legal Implications

The functions which are the subject of this report are matters for Council to determine.

Financial Implications

There are no financial implications associated with this report.

Risk Management Implications

Risks included on corporate or directorate risk register? **No**

Separate risk register in place? **No**

The relevant risks contained in the register are attached/summarised below.

N/A

The following key risks should be taken into account when agreeing the recommendations in this report:

Risk Description	Mitigations	RAG Status
Meetings not arranged to meet the business and governance requirements of the Council	Consultation with the Leader, Unions and Officers Special Meetings can be arranged in accordance with the Constitution	Green

Equalities implications / Public Sector Equality Duty

Was an Equality Impact Assessment carried out?

No equalities impact assessment has been carried out. However, the Calendar takes account of religious days and, where possible, no meetings are held on those days and all Members were consulted on their observance of religious festivals.

Council Priorities

The publication of a transparent Calendar of Meetings in relation to decision making at committees provides clear information on opportunities that are available to attend and listen to debates and to participate through the avenues of Petitions, Public Questions and Deputations.

Section 3 - Statutory Officer Clearance

Statutory Officer: Sharon Daniels

Signed on behalf of the Chief Financial Officer

Date: 5 May 2023

Statutory Officer: Jessica Farmer

Signed by the Monitoring Officer

Date: 12 May 2023

Section 4 - Contact Details and Background Papers

Contact: Vishal Seegoolam, Democratic, Electoral & Registration Services Manager vishal.seegoolam@harrow.gov.uk