

Title of Report		SCHEDULE OF MEETINGS 2023/24	
Presented by		Elizabeth Warhurst Monitoring Officer	
Background Papers		None	Public Report: Yes
Financial Implications		There are no financial implications.	
		Signed off by the Section 151 Officer: Yes	
Legal Implications		The Constitution advises that the Council will agree its schedule of meetings each forthcoming municipal year.	
		Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications		There are no staffing and corporate implications.	
		Signed off by the Head of Paid Service: Yes	
Purpose of Report		To agree the schedule of meetings for the forthcoming municipal year.	
Recommendations		THAT THE PROPOSED SCHEDULE OF MEETINGS FOR 2023/24 BE AGREED.	

1.0 BACKGROUND

- 1.1 Each year Council is asked to approve the schedule of meetings for the forthcoming year. The proposed schedule of meetings is attached at Appendix 1 to the report.
- 1.2 For reasons of administrative efficiency, the schedule of meetings for 2023/24 includes dates for June 2024. This is to enable members to have notice of these meetings well in advance.

2.0 MAIN FEATURES OF THE SCHEDULE

- 2.1 When compiling the schedule of meetings, regard has been had to the Council's service and financial planning timetable which includes the budget process, and the proposed schedules of Leicestershire County Council and the Parish Council's within North West Leicestershire.
- 2.2 Meetings of the main committees have been programmed for the municipal year as follows:

Audit and Governance Committee	6
Cabinet	12
Coalville Special Expenses Working Party	5
Corporate Scrutiny Committee	5
Community Scrutiny Committee	5
Council	6 + Annual meeting
Licensing Committee	4
Local Plan Committee	5
Planning Committee	13

- 2.3 Please note that the Cabinet meetings are included in the schedule for information only as the frequency, dates and times are agreed by the Leader.
- 2.4 The meetings of the Coalville Special Expenses Working Party are also included for information only as the dates are agreed by the Working Party.
- 2.5 Due to Chair's/member's availability, meetings of the two scrutiny committees will now take place on Thursdays.

Policies and other considerations, as appropriate	
Council Priorities:	All Council Priorities.
Policy Considerations:	The terms of reference for each committee.
Safeguarding:	Not applicable.
Equalities/Diversity:	Not applicable.
Customer Impact:	Not applicable.
Economic and Social Impact:	Not applicable.
Environment and Climate Change:	Not applicable.
Consultation/Community Engagement:	Corporate Leadership Team Strategy Group Performance Team Leicestershire County Council
Risks:	Failure to agree the schedule of meetings will put the Council in breach of its constitutional duties and compromise the integrity of its decision-making processes.
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