

Chichester District Council

FULL COUNCIL

23 November 2021

Committee Calendar of Meetings May 2022 – May 2023

1. Contacts

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2. Recommendation

- 2.1 That Full Council approves the committee calendar of meetings for May 2022 to May 2023 as detailed in the appendix.**

3. Background

- 3.1 The committee calendar of meetings runs from the Annual Council meeting held in May of each year to the May of the following year.

4. Outcomes to be Achieved

- 4.1 The calendar provides a timetable to enable the effective planning of Chichester District Council business.

5. Proposal

- 5.1 At the Full Council meeting on 22 September 2020 as per minute 26 the Leader Cllr Lintill confirmed her commitment to consider meeting timings prior to the next district elections. Therefore it is proposed that the following evening meetings be trialled and reported back to the Governance review task and finish group:

- Cabinet – 6 September 2022 – 6pm start and ending no later than 10pm
- Overview and Scrutiny Committee – 20 September 2022 – 6pm start
- Full Council – 27 September 2022 – 6pm start

- 5.2 Following the successful implementation of virtual meetings during the pandemic it is proposed that for the May 2022 – May 2023 calendar of meetings (appendix attached) those meetings currently held virtually continue unless expressly agreed by individual committees. This will continue to provide both environment and financial savings.

6. Alternatives Considered

- 6.1 Due to the commitment to trial alternative options the alternative to continue with the same pattern of meetings was not considered on this occasion.
- 6.2 All public meetings were considered for the evening meeting trial however it was felt that the nature of Cabinet, Full Council and Overview and Scrutiny Committee would provide a good variety.
- 6.3 It should be noted that the ongoing Governance Review may result in a further report to Full Council with revisions to the proposed timetable. However, a timetable is required in order to plan council business effectively.

7. Resource and Legal Implications

- 7.1 Staffing will need to be considered for the evening meeting trial including the Senior Leadership Team, Democratic Services, Facilities and report authors. As a trial this will not directly impact contract obligations or affect pay entitlement.

8. Consultation

- 8.1 Senior officers and meeting leads have been consulted regarding the meeting dates and their comments have been considered.
- 8.2 The Facilities Manager and Democratic Services have also been consulted regarding the evening meeting trial.

9. Community Impact and Corporate Risks

- 9.1 No additional risks have been identified at this stage.

10. Other Implications

Are there any implications for the following?		
	Yes	No
Crime and Disorder		X
Biodiversity and Climate Change Mitigation Reduction in travel to meetings proposed.	X	
Human Rights and Equality Impact		X
Safeguarding and Early Help		X
General Data Protection Regulations (GDPR)		X
Health and Wellbeing		X
Other (please specify)		X

11. Appendices

- 11.1 Calendar of Meetings 2022-2023.

12. Background Papers

- 12.1 None.