

## **Amendment to the Calendar of Meetings 2024-27**

<b>Full Council</b>	11 July 2024
<b>By</b>	Ingrid Brown Head of Legal and Democracy and Monitoring Officer
<b>Cabinet Portfolio</b>	Cabinet Member for Corporate Services
<b>Key Decision</b>	No
<b>Decision classification</b>	unrestricted
<b>Ward:</b>	All

### **Purpose of the Report**

This report asks Council to amend the dates of two future Governance and Audit meeting dates.

### **Recommendation:**

That Council agrees to move the Governance and Audit Meetings of the 26 September and 27 November to the 3 October and 4 December respectively.

## **1. Summary of Reasons**

- 1.1 Full Council is the correct body to agree the calendar of meetings. The Chair of a Committee may call extraordinary meetings of a committee, but they do not have the power to move a regular meeting of their committee, as a result any request to move an ordinary committee needs to come before Full Council to make a decision.

## **2. Background**

- 2.1 Council agreed the current calendar of meetings at its meeting of 22 February 2024.

## **3. Relevant Issues**

- 3.1 The Chair of the Governance and Audit Committee contacted the S.151 Officer and Democratic Services to request that the September and November meetings of the Governance and Audit Committee be moved in order to maximise attendance.

- 3.2 After discussions the following changes to those dates are proposed:

<b>Meeting</b>	<b>Current Date</b>	<b>New Date</b>
Governance & Audit	26 September 2024	3 October 2024
Governance & Audit	27 November 2024	4 December 2024

## **4. Alternative Options**

- 4.1 Council could choose to agree the proposed date changes, alternatively to agree one or other of the changes, none of the changes or suggest other revised dates.

## **5. Consultation**

- 5.1 There is no requirement for formal consultation on this item.

## **6. Corporate Implications**

### **6.1 Finance and Resources**

- 6.1.1 There are no financial implications arising directly from this report.

### **6.2 Legal and Constitutional**

- 6.2.1 There are no particular legal implications arising directly from this report. The functions that are the subject of this report are for Council to decide. It is usual for the calendar of meetings to be decided at the annual meeting of the Full Council but there is nothing to prevent the Calendar being amended at the proposed time as recommended in this report.

### **6.3 Council Policies and Priorities**

- 6.3.1 In order to enable the efficient administration of council business and delivery of council services, there needs to be planned activities that cover the period of a municipal/financial year. Planned schedule of meetings advises both officers and Members on when to carry out given council activities and to that end enhances the decision making process..

This report relates to the following corporate priorities: -

- To work efficiently for you

### **6.4 Risk**

- 6.4.1 There are no risk implications to this report.

### **6.5 Climate Change and Biodiversity**

- 6.5.1 There are no climate change implications arising from this report.

## **7. Equality, Equity and Diversity Implications**

- 7.1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no equity and equality issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.

## **8. Crime and Disorder Implications and Community impact**

- 8.1 There are no crime and disorder implications arising from this report.

## **9.0 Subject History**

- 9.1 The Council agreed the calendar of meetings at the Council meeting of 22 February 2024, it was then amended at the last meeting of Council on 9 May 2024.

## **Annexes**

None

## **Background Papers**

None

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**Report Sign Off / Signed off by / Date sent / Date signed off / Initials**

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