

# **Full Council**

## **14 December 2021**

### **Adoption of the Calendar of Meetings for 2022 - 2023**

#### **For Decision**

**Portfolio Holder:** Cllr S Flower, Leader of the Council

**Local Councillor(s):** All

**Executive Director:** J Mair, Corporate Director, Legal & Democratic

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**Report Status:** Public

#### **Recommendation:**

1. That the calendar for meetings for the period May 2022 to May 2023 by approved.
2. That authority be delegated to the Corporate Director – Legal and Democratic Services to make any necessary changes, in consultation with the relevant Chairmen and Vice-Chairmen, to ensure effective political management.

#### **Reason for Recommendation:**

To ensure effective political management, comply with Dorset Council procedure rules and to put into place appropriate arrangements for council committee meetings.

#### **1. Executive Summary**

To consider the draft calendar of meetings for 2022-2023 municipal year.

## **2. Financial Implications**

Dorset Council will apply its scheme of allowances for the travel requirements for members to attend meetings. There may also be incidental costs as a result of venue bookings which are chargeable. Where other venues have been used the cost of using these venues has been minimised as far as possible.

## **3. Climate implications**

Careful management of the calendar of meetings prevents unnecessary meetings and limits the number of avoidable journeys travelled by members of the council.

## **4. Other Implications**

N/a

## **5. Risk Assessment**

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: LOW

Residual Risk: LOW

## **6. Equalities Impact Assessment**

This report does not contain a new strategy, policy or function and therefore does not require an impact equality assessment.

## **7. Appendices**

Appendix 1 – Calendar of Meetings 2022-2023

## **8. Background Papers**

There are no background papers

## **9. Report**

10.1 The draft calendar of meetings for the municipal year 2022 to 2023 is presented to Full Council for formal adoption and is attached at appendix 1 to this report.

- 9.2 The calendar has been shared with the senior leadership team as part of the consultation process.
- 9.3 Throughout the year there may be some unforeseen diary clashes or changes required to the calendar to meet business need. Members are asked to give delegated authority to the Corporate Director for Legal and Democratic to make any necessary changes to the calendar of meetings, in consultation with the relevant committee Chairmen and Vice-chairman. This is in order to avoid the need to bring further reports to Full Council.
- 9.4 In preparing the calendar and at the request of members and officers a short recess has been built into the month of August and the first week in January will also be avoided wherever possible.
- 9.5 Members are asked to approve the calendar of meetings for 2022-2023.

**Footnote:**

Issues relating to financial, legal, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.