



Open Report on behalf of Andrew Crookham, Executive Director - Resources

Report to:	County Council
Date:	19 May 2023
Subject:	Calendar of Meetings 2023-25

Summary:

To present for Council's approval the Calendar of Meetings for 2023-25, as detailed in Appendix A to this report.

Recommendation(s):

- 1) That the 2023-25 Calendar of Meetings, attached at Appendix A, be approved and the points outlined in paragraphs 1.4 and 1.5 be noted; and
- 2) that delegated authority be granted to the Head of Democratic Services following consultation with the Chairs of the relevant Committee(s) / Working Group(s) to amend the Calendar of Meetings as and when required.

1. Background

- 1.1 Each year the Council considers a calendar of meetings for its use for the forthcoming municipal year. This complies with the legal requirement that meetings take place at such hours and on such days as the Council may determine and ensures that the Authority has in place an efficient meeting schedule that meets the needs of Members and facilitates decision making in line with statutory deadlines.
- 1.2 It is a requirement detailed within the Council's Constitution that this schedule of committee meetings for the forthcoming year is agreed at the Annual Meeting.
- 1.3 Appendix A to the report details the proposed Calendar of Meetings for 2023-25 for Members' consideration.

- 1.4 The schedule has been drawn up using the rules previous applied to draft the previous year's calendar of meetings, which includes:
- facilitating consideration of statutory business within legal deadlines;
 - Member preferences for commencement times and days of the week; and
 - frequency of meetings as set out in the constitution.
- 1.5 Members are asked to note the following points:
- all Members and officers will be sent electronic appointments for the meetings of the bodies which they attend as listed in the calendar; and
 - all formal Committee meetings will be held in person for the forthcoming municipal year in line with legislative requirements.
- 1.6 The delegation at recommendation 2 provides a responsive means to enable the Calendar of Meetings to be varied as appropriate. This flexibility enables the date and time of a meeting to be amended or an additional meeting to be arranged – for example to enable scrutiny of an urgent decision which may otherwise fall between the usual meeting cycle of the relevant committee.

2. Legal Issues:

Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.

Having due regard to the need to advance equality of opportunity involves having due regard, in particular, to the need to:

- Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic.
- Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it.
- Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to tackle prejudice, and promote understanding.

Compliance with the duties in section 149 may involve treating some persons more favourably than others.

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker must analyse all the relevant material with the specific statutory obligations in mind. If a risk of adverse impact is identified consideration must be given to measures to avoid that impact as part of the decision-making process.

There are no equalities implications in adopting the Calendar of Meetings.

Joint Strategic Needs Assessment (JSNA) and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health and Wellbeing Strategy (JHWS) in coming to a decision.

There are no implications for the JSNA or JHWS in relation to approval of these dates.

Crime and Disorder

Under section 17 of the Crime and Disorder Act 1998, the Council must exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances in its area and re-offending in its area.

There are no implications in relation to Crime and Disorder from the approval of these dates.

3. Conclusion

Councillors are asked to consider and approve the Calendar of Meeting dates for 2023-25 as detailed in Appendix A to ensure that the Council has in place an effective and efficient meeting schedule for the 2023-25 municipal year that meets the needs of Members and facilitates decision-making in line with statutory deadlines.

4. Legal Comments:

The Council's Constitution provides for the Annual Council Meeting to approve a programme of ordinary meetings of the Council for the forthcoming year.

5. Resource Comments:

There are no specific financial implications arising from the recommendations of this report.

6. Consultation

a) Has Local Member Been Consulted?

No

b) Has Executive Councillor Been Consulted?

No

c) Scrutiny Comments

N/A

d) Risks and Impact Analysis

N/A

7. Appendices

These are listed below and attached at the back of the report

Appendix A	Calendar of Meetings 2023-25
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8. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Nicola Calver, who can be contacted on 07387133755 or nicola.calver@lincolnshire.gov.uk.