



Wyre Borough Council
Date of Publication: 10 May 2023
Please ask for: Marianne Unwin
Democratic Services Officer
Tel: 01253 887326

Dear Councillor,

You are hereby summoned to attend a meeting of Wyre Borough Council to be held at the Civic Centre, Breck Road, Poulton-le-Fylde on **Thursday, 18 May 2023** commencing at 7.00 pm.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Huddleston", written over a light grey grid background.

Rebecca Huddleston
Chief Executive

The Mayor will invite the Mayor's Chaplain, Reverend John Squires, to say prayers.

COUNCIL AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**

To receive any declarations of interest from any Member on any item on this agenda.
- 3. Presentation of the HMS Sheraton Trophy**
- 4. Election of Mayor for 2023/24 Municipal Year**
- 5. Election of Deputy Mayor for 2023/24 Municipal Year**
- 6. Mayor's Communications**
- 7. Election of Leader of the Council**

To elect a Leader of the Council in accordance with Article 6 of the Constitution for the period until the Annual meeting after the Council elections to be held in May 2027.

8. Constitution Amendments (Pages 3 - 12)

Report of Councillor Michael Vincent, prospective Leader of the Council and Rebecca Huddleston, Chief Executive.

9. Cabinet Membership and Responsibilities (Pages 13 - 16)

Report of Councillor Michael Vincent, prospective Leader of the Council and Rebecca Huddleston, Chief Executive.

10. Appointments to Committees, Panels and Groups 2023/24

Report of Councillor Michael Vincent, prospective Leader of the Council and Rebecca Huddleston, Chief Executive.

Papers published as a supplement to the original agenda.

11. Appointments to Outside Bodies

Report of Councillor Michael Vincent, prospective Leader of the Council and Rebecca Huddleston, Chief Executive.

Papers published as a supplement to the original agenda.

12. Calendar of Meetings 2023/24 update (Pages 17 - 28)

Report of Councillor Michael Vincent, prospective Leader of the Council and Rebecca Huddleston, Chief Executive.

If you have any enquiries on this agenda, please contact Marianne Unwin, tel: 01253 887326, email: Marianne.Unwin@wyre.gov.uk



Report of:	Meeting	Date
Councillor Michael Vincent, Prospective Leader of the Council and Rebecca Huddleston, Chief Executive	Council	18 May 2023

Constitution Amendments

1. Purpose of report

1.1 To enable changes to be made to the Council's Constitution.

2. Outcomes

2.1 More up to date and effective governance arrangements.

3. Recommendations

3.1 That the proposed terms of reference for a combined Audit and Standards Committee as set out at Appendix 1 be approved.

4. Background

4.1 The Local Government Act 2000 requires all local councils to have a written Constitution. Most still very closely follow a national model drawn up when the 2000 Act was implemented. The Council's Constitution outline's Wyre's organisational structure and decision-making process. It also contains the procedures that make sure Wyre Council is efficient, transparent and accountable to local people. Reports are submitted by the Chief Executive on a regular basis to enable the Council to approve changes to the Constitution to take account of new legislation, changes to functions, structures, roles, responsibilities or procedures.

5. Key issues and proposals

5.1 Article 7 – Audit and Standards Committee

Many local authorities merge these two Committees and in the interests of good governance and by making better use of council resources, particularly officer and member time, it is proposed that we adopt the same approach. The Monitoring Officer supports this proposal.

The committee is an essential component of the Council's corporate governance arrangements and oversees, evaluates and provides advice to the Council on the suitability and efficacy of the Council's risk management, control and corporate governance arrangements. By approving the Statement of Accounts, it also oversees and supports the statutory financial reporting requirements.

Additionally, the Committee seeks to uphold the Members' Code of Conduct, monitoring complaints that a Member may have broken the Code and encouraging high standards of conduct by Councillors and co-opted members.

The full terms of reference are set out at Appendix 1.

Financial and legal implications	
Finance	There are no direct financial impact arising from this report.
Legal	The Council is required to have an up to date Constitution, including Rules of Procedure and Scheme of Delegation to ensure that all decisions are taken lawfully.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Marianne Unwin	01253 887326	marianne.unwin@wyre.gov.uk	10/05/2023

List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

Appendix 1 – Article 7 – Audit and Standards Committee

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Article 7 – Audit and Standards Committee

Appendix 1

7.01 Membership

11 Members of the Council, the role is twofold and will operate independently from both the Executive and the Overview and Scrutiny function and receive training appropriate to their role.

7.02 Delegation of functions

See Scheme of Delegation (Part 7)

7.03 Purpose

The Audit and Standards Committee is a key component of Wyre Council's corporate governance. It provides an independent high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

The purpose of the committee is to provide those charged with governance, independent assurance of the adequacy of the risk management framework and the internal control environment. It provides independent review of the authority's governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal and external audit, helping to ensure efficient and effective assurance arrangements are in place.

The committee is also responsible for upholding and encouraging the highest moral standards of Elected Members. The committee ensures that an effective process is in place to handle a variety of issues, including those involving Councillors' conduct.

The Council will appoint an Audit and Standards Committee independent from both the Executive and the Overview and Scrutiny function and it will have the following core functions:

7.04 Core Functions Audit

a. Governance, Risk and Control

- To review the council's corporate governance arrangements against the good governance framework, including the ethical framework and consider the local code of governance.
- To review the Annual Governance Statement (AGS) prior to approval and consider whether it properly reflects the risk environment and supporting assurances, taking into account the Audit and Risk Manager's annual audit opinion.
- To consider whether the annual evaluation for the AGS fairly concluded that governance arrangements are fit for purpose, supporting the achievement of the authority's objectives.
- To consider the reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
- To consider reports on the effectiveness of financial management arrangements, including compliance with CIPFA's Financial Management Code.
- To consider the council's arrangements to secure value for money and review assurances and assessment on the effectiveness of these arrangements.
- To monitor the effective development and operation of risk management in the council and monitor progress in addressing risk-related issues reported to the committee.
- To monitor counter-fraud, actions and resources and review the assessment of fraud risks and potential harm to the council from fraud and corruption.
- To review the effectiveness of the council's whistleblowing arrangements.
- To review the governance and assurance arrangements for significant partnerships or collaborations.

b. Internal Audit

- To approve the internal audit charter.
- To review proposals made in relation the appointment of external providers of internal audit services and to make recommendations.
- To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurances and any work required to place reliance upon those other sources.
- To approve significant interim changes to the risk-based internal audit plan and resource requirements.
- To make appropriate enquiries of both management and the Audit and Risk Manager to determine if there are any inappropriate scope or resource limitations.
- To consider any impairments to the independence or objectivity of the Audit and Risk Manager arising from additional roles or responsibilities outside of internal auditing and to approve and periodically review safeguards to limit such impairments.
 - To consider reports from the Audit and Risk Manager on internal audit's performance during the year, including the performance of external providers of internal audit services. These will include: updates on the work of internal audit, including key findings, issues of concern and actions in hand as a result of internal audit
 - regular reports on the results of the Quality Assurance Improvement Programme (QAIP)
 - reports on instances where the internal audit function does not confirm to the Public Sector Internal Audit Standards (PSIAS) and Local Government Application Note (LGAN), concerning whether the non-conformance is significant enough that it must be included in the AGS.
- To consider the Audit and Risk Manager's annual report, including:
 - the statement of the level of conformance with the PSIAS and LGAN and the results of the QAIP that support the statement (these will indicate the reliability of the conclusions of internal audit)
 - the opinion of the overall adequacy and effectiveness of the council's framework of governance, risk management and control, together with the summary of the work supporting the opinion (these will assist the committee in reviewing the AGS).
- To consider summaries of specific internal audit reports as requested.
- To consider a report on the effectiveness of internal audit to support the Annual Governance Statement where required to do so by the Accounts and Audit Regulations.
- To provide free and unfettered access to the Audit Committee Chair for the Audit and Risk Manager, including the opportunity for a private meeting with the committee.

- To receive reports outlining the action taken where the Audit and Risk Manager has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.
- To contribute to the QAIP and in particular to the external quality assessment of internal audit that takes place at least once every five years.

c. External Audit

- To comment on the scope and depth of external audit work and to ensure it gives value for money.
- To monitor the External Auditor's progress with the Annual Plan.
- To consider the External Auditors' annual letter, relevant reports and the report to those charged with governance.
- To consider specific reports as agreed with the External Auditor.
- To advise and recommend on the effectiveness of relationships between internal and external audit and other inspection agencies or relevant bodies.
- To provide free and unfettered access to the Audit Committee Chair for the External Auditors, including the opportunity for a private meeting with the committee.
- To support the independence of external audit through consideration of the external auditor's annual assessment of its independence and review of any issues raised by PSAA.
- To consider additional commissions of work from external audit.

d. Financial Reporting

- To review the annual Statement of Accounts on behalf of Full Council in accordance with the Accounts and Audit Regulations 2015. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.
- To monitor the arrangements and preparation for financial reporting to ensure that statutory requirements and professional standards can be met.
- To consider the External Auditor's report to those charged with governance on issues arising from the audit of the accounts.
- To consider and endorse amendments to the Council's Financial Regulations and Contract Procedure Rules and, on behalf of Full Council, give any instructions to the Section 151 Officer as may be appropriate.

e. Accountability Arrangements

- To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements and internal and external audit functions. To report to Full Council on a regular basis on the committee's performance in relation to the terms of reference and effectiveness of the committee in meeting its purpose.
 - To review any issue referred to it by the Chief Executive, Monitoring Officer or any Council body.
 - To publish an annual report on the work of the committee, including a conclusion on the compliance with the CIPFA Position Statement.
- f. Other core functions**
- To undertake the annual review of the council's use of the Regulation of Investigatory Powers Act 2000 (RIPA), ensuring compliance with the Code of Practice.
 - To receive updates and reports from the Head of Governance and Business Support (Data Protection Officer) and to approve policies in relation to Cyber Security and compliance with the Data Protection Act and Regulations made under the Act.

7.05 Core Functions Standards

- a.** To promote and maintain high standards of conduct by Councillors and co-opted Members;
- b.** To assist the Councillors and co-opted members to observe the Members' Code of Conduct;
- c.** To advise the Council on the adoption or revision of the Members' Code of Conduct;
- d.** To monitor the operation of the Members' Code of Conduct;
- e.** To advise Councillors and co-opt Members on matters relating to the Member's Code of Conduct and to arrange training where necessary;
- f.** To grant dispensations to Borough Councillors, Parish Councillors and co-opted Members from requirements relating to interests set out in the Members' Code of Conduct;
- g.** To consider, determine and take decisions on allegations that individual councillors have breached the Councillors Code of Conduct, in accordance with the procedures agreed by the Council for dealing with such allegations;

- h.** The exercise of (a) to (g) above in relation to the Parish and Town Councils wholly or mainly in the Borough of Wyre area and the Members of those Parish and Town Councils;
- i.** To monitor and review any Codes or Protocols relating to Members included in Part 5 of the Council's Constitution;
- j.** To investigate any allegations of breaches of Member Protocols and, where appropriate, considering the withdrawal of any privileges or facilities provided under that protocol from the Member(s) who has breached it to ensure the "proper administration of the Council";
- k.** To appoint Independent Persons to liaise with the Council's Monitoring Officer and the Standards Committee on ethical standards issues, as required by the Localism Act 2011.



Report of:	Meeting	Date
The prospective Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston	Annual Council	18 May 2023

Cabinet Membership and Responsibilities
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1. Purpose of report

- 1.1 To inform the Council of the membership of the Cabinet and the appointment of a Deputy Leader and Lead Members.

2. Outcomes

- 2.1 Effective executive decision making and the delivery of Council priorities.

3. Recommendations

- 3.1 That the appointment by the Leader of the Council of the following Members to the Cabinet, with effect from 18 May 2023, be noted:

Cllr Lesley McKay	Resources Portfolio Holder
Cllr Roger Berry	Neighbourhood Services and Community Safety Portfolio Holder
Cllr Simon Bridge	Street Scene, Parks and Open Spaces Portfolio Holder
Cllr Lynne Bowen	Leisure, Health and Community Engagement Portfolio Holder
Cllr Peter Le Marinel	Planning Policy and Economic Development Portfolio Holder

- 3.2 That the designation of Councillor Roger Berry as Deputy Leader with effect from 18 May 2023 also be noted.

- 3.3 That the appointment of the following Lead Members, with effect from 18 May 2023, to support the Council and the Cabinet, be noted:

Cllr Andrea Kay	Children and Young People
Cllr Ian Amos	Older People
Cllr Peter Le Marinel	Armed Forces
Cllr Julie Robinson	Mental Health
Cllr Sir Robert Atkins	Climate Change

4. Background

- 4.1** The Leader and the Cabinet form the Executive of the Council. The role and composition of the Cabinet are set out in Article 6 of the Council's Constitution. The functions for which the Executive is responsible are listed in Part 3.03 of the Constitution.
- 4.2** Article 6 specifies in particular, that the Cabinet will comprise the Leader and at least five other Councillors appointed by the Leader (the statutory minimum is two plus the Leader and the statutory maximum is nine plus the Leader). It also specifies that the Leader will appoint a Deputy Leader and can also appoint Lead Members to provide support and advice on their specialist area of activity. Lead Members' responsibilities are set out in Part 3 of the Constitution.
- 4.3** Each Member of the Cabinet will hold office until 3 days after the next Council elections in May 2027, unless:
- he or she resigns;
 - he or she is removed from office by the Leader;
 - he or she ceases to be a Councillor.
- 4.4** The Lead Members have no decision making powers and do not form part of the Executive of the Council. They are expected to develop knowledge and expertise and to champion the delivery of service improvements and the development of effective policies.

5. Key issues and proposals

- 5.1** The prospective Leader of the Council, Councillor Michael Vincent, has decided to retain the current structure of five Portfolio Holders, with the same titles and responsibilities as currently set out in Part 3.03 of the Constitution.

Financial and legal implications	
Finance	Special Responsibility Allowances (SRAs) are payable to Cabinet Members, the Leader, the Deputy Leader and the Lead Members. The Council's current Members Allowances Scheme can be found in Part 6 of the Constitution, as approved by the Council in April 2023. There is no direct financial impact arising from this report.

Legal	The proposed appointments are in accordance with the Council's Constitution and legal requirements.
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Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Peter Foulsham, Democratic Services and Scrutiny Manager	01253 887606	Peter.Foulsham@Wyre.gov.uk	9 May 2023

List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

None.



Report of:	Meeting	Date
The prospective Leader of the Council, Councillor Michael Vincent and the Chief Executive, Rebecca Huddleston	Council	18 May 2023

Update to the Calendar of Meetings 2023/24

1. Purpose of report

1.1 To publish the updated programme of meetings involving councillors for 2023/24.

2. Outcomes

2.1 An effective democratic decision making process.

3. Recommendation

3.1 That the updated Calendar of Meetings for 2023/24, attached as Appendix 1, be noted.

4. Background

4.1 Paragraph 2 of Part 4.01 of the Constitution states that:

“Ordinary meetings of the Council will take place in accordance with a programme published by the Chief Executive, following consultation with the Group Leaders.”

4.2 The programme of meetings for 2023/24 has been slightly amended to reflect changes made to the Council’s Constitution.

4.3 The Calendar of Meetings for 2024/25 will be submitted to the Council meeting in July.

5. Key issues and proposals

5.1 The frequency, times and dates of each meeting are listed in Appendix 2.

5.2 Audit and Standards Committee

The formation of a new Audit and Standards Committee has resulted in the removal of separate Standards Committee meetings from the Calendar. The new committee will meet on the previously agreed Audit Committee dates.

5.3 Cabinet

Meetings of the Cabinet will start at 6pm.

5.4 Climate Change Policy Working Group

The Climate Change Policy Working Group has been dissolved and removed from the Calendar of Meetings.

Financial and legal implications	
Finance	The updated number of meetings in 2023/24 is proposed to decrease by seven meetings a year.
Legal	The proposed schedule of meetings meets with the requirements of the law and the Council's constitution.

Other risks/implications: checklist

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risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and

signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Marianne Unwin	01253 887326	marianne.unwin@wyre.gov.uk	09/05/2023

List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

Appendix 1 Updated Calendar of Meetings for 2023/24

Appendix 2 Updated Dates of meetings 2023/24

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CALENDAR OF MEETINGS 2023/24

	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
MON	1 BH								1 BH			1 BH	
TUE	2			1					2			2	
WED	3 MB			2 PLACMT			1 PLA MB		3 PLA CMT			3 PLA MB	1 PLA MB
THU	4 Elections	1		3			2		4	1		4	2 Elections
FRI	5	2		4	1		3	1	5	2	1	5	3
SAT	6	3	1	5	2		4	2	6	3	2	6	4
SUN	7	4	2	6	3	1	5	3	7	4	3	7	5
MON	8	5	3 LG	7	4 O&S	2	6	4	8	5	4 LG	8	6 BH
TUE	9	6	4 CG	8	5	3	7	5	9	6	5 CG	9	7
WED	10 CMT	7 PLA CMT CAB	5 PLA CMT	9 MB	6 PLA MB CAB	4 PLA MB	8 CMT	6 PLA CMT	10 MB CAB	7 PLA MB	6 PLA MB	10 CMT	8 CMT
THU	11	8	6 COU	10	7	5	9	7	11	8	7 COU*	11	9
FRI	12	9	7	11	8	6	10	8	12	9	8	12	10
SAT	13	10	8	12	9	7	11	9	13	10	9	13	11
SUN	14	11	9	13	10	8	12	10	14	11	10	14	12
MON	15	12 O&S	10 E&A	14	11 LG	9	13	11 CDG	15 O&S	12	11	15 LG	13
TUE	16	13	11	15	12 CG	10	14 A&S	12	16 LIC	13	12	16 CG	14
WED	17 MB	14 MB	12 MB CAB	16 CMT	13 CMT	11 CMT	15 MB	13 MB	17 CMT	14 CMT CAB*	13 CMT	17 MB CAB	15 MB
THU	18 COU ANN	15	13	17	14 COU	12	16	14	18	15	14	18 COU	16 COU ANN
FRI	19	16	14	18	15	13	17	15	19	16	15	19	17
SAT	20	17	15	19	16	14	18	16	20	17	16	20	18
SUN	21	18	16	20	17	15	19	17	21	18	17	21	19
MON	22	19 CDG	17 O&S	21	18 CDG	16 O&S	20 O&S	18	22 LG	19 E&A	18 CDG	22 O&S	20
TUE	23	20 A&S	18 LIC	22 LIC	19 LIC	17 LIC	21 LIC	19	23 CG	20 LIC	19 LIC	23 LIC	21
WED	24 CMT	21 CMT	19 CMT	23 MB	20 MB	18 MB CAB	22 CMT	20 CMT	24 MB	21 MB	20 MB CAB	24 CMT	22 CMT
THU	25	22	20	24	21	19	23	21	25 COU	22	21	25	23
FRI	26	23	21	25	22	20	24	22	26	23	22	26	24
SAT	27	24	22	26	23	21	25	23	27	24	23	27	25
SUN	28	25	23	27	24	22	26	24	28	25	24	28	26
MON	29 BH	26	24	28 BH	25	23 LG	27 LG	25 BH	29	26 O&S	25	29	27 BH
TUE	30 LIC	27 LIC	25 A&S	29	26 A&S	24 CG	28 CG	26 BH	30	27 A&S	26	30	28
WED	31 MB	28 MB	26 MB	30 CMT	27 CMT	25 CMT	29 MB CAB	27 MB	31 CMT	28 CMT	27 CMT		29 MB
THU		29	27	31	28	26 COU	30 COU	28		29	28		30
FRI		30	28		29	27		29			29 BH		31
SAT			29		30	28		30			30		
SUN			30			29		31			31		
MON			31			30 E&A							
TUE						31							

Key

COU ANN = Annual Council Meeting 7pm

BH = Bank Holiday

* = Budget Meeting (must be held before 11 March)

CG = Conservative Group - 6pm

LG = Labour Group - 6pm

CAB = Cabinet – 6pm

COU = Council - 7pm

A&S = Audit and Standards Committee - 6pm

E&A = Employment and Appeals Committee - 6pm

CDG = Councillor Development Group – 6pm

O&S = Overview and Scrutiny Committee - 6pm

PLA = Planning Committee - 2pm

LIC = Licensing Committee - 6pm

MB = Management Board – 5pm

CMT = Corporate Management Team

Please note these dates are correct at the time of publication and may be subject to change. Please refer to the Council's website for the most up to date information.



CALENDAR OF MEETINGS

May 2023 to May 2024

DATES OF MEETINGS 2023/24 (UPDATED)

COUNCIL

8 meetings. Same number as in 2022/23. Thursdays at 7pm.

18 May 2023 (Annual meeting 2023/24)

6 July 2023

14 September 2023

26 October 2023

30 November 2023

25 January 2024

7 March 2024 (Budget meeting)

18 April 2024

AUDIT AND STANDARDS COMMITTEE

5 meetings. Not evenly spaced. Scheduled to fit in with the requirements of the Audit Plan and various statutory deadlines.

Tuesdays at 6pm.

Additional meetings will be organised, if necessary, to deal with any particular Code of Conduct issues which may arise.

20 June 2023

25 July 2023

26 September 2023

14 November 2023

27 February 2024

EMPLOYMENT AND APPEALS COMMITTEE

3 meetings. Same number and similar pattern as in 2022/23.

Mondays at 6pm.

10 July 2023

30 October 2023

19 February 2024

OVERVIEW AND SCRUTINY COMMITTEE

8 meetings. Same number as in 2022/23.
Mondays at 6pm.

12 June 2023

17 July 2023

4 September 2023

16 October 2023

20 November 2023

15 January 2024

26 February 2024

22 April 2024

PLANNING COMMITTEE

12 meetings. Same pattern of meetings as in previous years.
First Wednesday of each month, at 2pm.

7 June 2023

5 July 2023

2 August 2023

6 September 2023

4 October 2023

1 November 2023

6 December 2023

3 January 2024

7 February 2024

6 March 2024

3 April 2024

1 May 2024

LICENSING COMMITTEE

11 meetings. Last or penultimate Tuesday of each month, at 6pm. As in previous years, monthly meetings have been scheduled to enable statutory deadlines to be met if applications are received. It is likely that a number of these meetings will not be needed, but it is easier to schedule meetings on a monthly basis and cancel them if necessary, than to have to add extra meetings at short notice.

30 May 2023

27 June 2023

18 July 2023

22 August 2023

19 September 2023

17 October 2023

21 November 2023

16 January 2024

20 February 2024

19 March 2024

23 April 2024

CABINET

9 meetings. Wednesdays at 6pm.

7 June 2023

12 July 2023

6 September 2023

18 October 2023

29 November 2023

10 January 2024

14 February 2024 (Budget meeting)

20 March 2024

17 April 2024

COUNCILLOR DEVELOPMENT GROUP

4 Meetings. Same pattern as in 2022/23. Mondays at 6pm.

19 June 2023

18 September 2023

11 December 2023

18 March 2024

Conservative Group: Tuesday before each Council Meeting (except Annual meetings).

Labour Group: Monday before each Council Meeting (except Annual meetings).

Management Board: Every 2 weeks (alternate weeks from CMT)
Wednesdays at 5pm.

Corporate Management Team: Every 2 weeks (alternate weeks from MB) Wednesdays usually at 9.30am.

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