

Title of Report:	Timetable of Council, Committee and Sub Committee Meetings January 2024 – March 2024 inclusive
Committee Report Submitted To:	Corporate Policy and Resources Committee
Date of Meeting:	24 October 2023
For Decision or For Information	For Decision
To be discussed In Committee YES/NO	No

Linkage to Council Strategy 2021-2025	
Strategic Theme	Cohesive Leadership
Outcome	Council operates as one effective and efficient corporate unit with a common purpose and culture.
Lead Officer	Director of Corporate Services

Budgetary Considerations	
Cost of Proposal	
Included in Current Year Estimates	YES/NO
Capital/Revenue	
Code	
Staffing Costs	

Legal Considerations	
Input of Legal Services Required	YES/NO
Legal Opinion Obtained	YES/NO

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:

1.0 Purpose of Report

The purpose of the report is to present the Schedule of Council, Committee and Sub Committee Meetings January 2024-March 2024 inclusive, for Council decision (Appendix 1).

2.0 Background

2.1 The day and frequency of Council, Committee and Sub Committee meetings each month previously agreed, is presented as follows:

- Council Meeting – 1st Tuesday at 7pm;¹
- Land and Property Sub Committee – 1st Wednesday at 7pm;
- Environmental Service Committee – 2nd Tuesday at 7pm;
- Audit Committee - Quarterly on 2nd Wednesday at 7pm;²
- Finance Committee – 2nd Thursday at 7pm;
- Leisure and Development Committee – 3rd Tuesday at 7pm;
- Corporate Policy and Resources Committee – 4th Tuesday at 7pm;
- Planning Committee (with full Council powers) – 4th Wednesday at 10.30am;

2.2 Proposed Schedule of Council and Committee Meetings January 2024 – March 2024 inclusive

The proposed Timetable of Meetings Schedule has been presented taking into account key public holiday periods. Rescheduled meeting dates have been presented throughout for Council decision, where appropriate.

Attention is drawn to the proposed scheduling for **January 2024**, where owing to the public holiday recess, it is proposed each meeting that falls on a Tuesday is moved back one week, including the Land and Property Sub Committee. An illustration of the proposed rotation has been presented.

2.3 Previous decisions of Council

At its Council meeting held 3 October 2023, Council approved the process and timetable for setting the annual budget, the Rates Strike Council Meeting will be on Thursday 8 February 2024 at 7pm and Wednesday 14 February 2024 at 7pm, has been held in case of any adjournment.

3.0 Recommendation

It is recommended that Corporate Policy and Resources Committee consider the Timetable of Meetings Schedule January 2024-March 2024 inclusive, attached as Appendix 1.

¹ Convene a Special Council Meeting annually following the September Audit meeting (Ref AC 220309 / CM 220405).

² September Audit Committee meeting is permanently changed from Wednesday Week 2 to Wednesday Week 3 to facilitate Audit deadlines (Ref AC 220309 / CM 220405).

DATES OF COUNCIL, COMMITTEE, and SUB COMMITTEE MEETINGS
January 2024-March 2024 inclusive

Timetable of Meetings

January 2024 - March 2024	January	February	March
Council Meeting at 7PM	Tuesday 9th (move from Tues 2nd)	Tuesday 6th	Tuesday 5th Tuesday 26th March (move from Tuesday 2nd April)
		Thursday 8th Rates Strike & Wednesday 14th (hold for any reconvened meeting)	
Land and Property Sub Committee at 7PM	Wednesday 10th (move from Wed 3rd)	Wednesday 7th	Wednesday 6th
Environmental Services Committee Meeting at 7PM	Tuesday 16th (Move from Tues 9th)	Tuesday 13th	Tuesday 12th
Finance Committee Meeting at 7PM	Thursday 11th	No Meeting	Thursday 14th
Audit Committee Meeting at 7PM			Wednesday 13th
Leisure & Development Committee Meeting at 7PM	Tuesday 23rd (move from Tues 16th)	Tuesday 20th	Tuesday 19th
Corporate Policy & Resources Committee Meeting at 7PM	Tuesday 30th (move from Tues 23rd)	Tuesday 27th	Thursday 21st (move from Tues 26th)
Planning Committee Meeting at 10.30AM	Wednesday 24th	Wednesday 28th	Wednesday 27th

January 2024

January 2024							February 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29			

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Jan 24	2	3	4	5
8	9 19:00 tbc Council Meeting	10 19:00 TBC Land and Property Sub Committee	11 19:00 tbc Finance Committee	12
15	16 19:00 tbc Environmental Services Committee	17	18	19
22	23 19:00 tbc Leisure & Development Committee	24 10:30 tbc Planning Committee	25	26
29	30 19:00 tbc CP&R Committee	31	1 Feb	2

February 2024 - March 2024

February 2024							March 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4					1	2	3
5	6	7	8	9	10	11	4	5	6	7	8	9	10
12	13	14	15	16	17	18	11	12	13	14	15	16	17
19	20	21	22	23	24	25	18	19	20	21	22	23	24
26	27	28	29				25	26	27	28	29	30	31

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
5 Feb	6 19:00 tbc Council Meeting	7 19:00 TBC Land and Property Sub Committee	8 19:00 Rates Strike Meeting	9
12	13 19:00 tbc Environmental Services Committee	14 19:00 Rates Meeting (if reconvened)	15	16
19	20 19:00 tbc Leisure & Development Committee	21	22	23
26	27 19:00 tbc CP&R Committee	28 10:30 tbc Planning Committee	29	1 Mar
4	5 19:00 tbc Council Meeting	6 19:00 TBC Land and Property Sub Committee	7	8

March 2024 - April 2024

March 2024							April 2024						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28
							29	30					

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
11 Mar	12 19:00 tbc Environmental Services Committee	13 19:00 Audit Committee	14 19:00 tbc Finance Committee	15
18 CLOSED	19 19:00 tbc Leisure & Development Committee	20	21 19:00 tbc CP&R Committee	22
25	26 19:00 tbc Council Meeting	27 10:30 tbc Planning Committee	28	29 closed
1 Apr closed	2 closed	3	4	5
8	9	10	11	12