

Report to: Policy & Performance Improvement Committee – 11 September 2023

Director Lead: Deborah Johnson, Director – Customer Services & Organisational Development

| Report Summary | |
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| Report Title | Increase to Frequency of Meetings – 2024/2025 |
| Purpose of Report | To inform Members of the increase in the frequency of meetings of the Policy & Performance Improvement Committee commencing May 2024. |
| Recommendations | That Members note the increase in the frequency of meetings of the Policy & Performance Improvement Committee commencing May 2024. |

1.0 Background

- 1.1 As Members will be aware, when the new governance arrangements were introduced in May 2022 the frequency of meetings for the Policy & Performance Committee was set at 5 per municipal year.
- 1.2 The Schedule of Meetings for 2023/2024 was approved at full Council on 13 December 2022, noting that it may be subject to change following the District Council Elections held on 4 May 2023.

2.0 Proposal/Options Considered

- 2.1 Following discussions held with the Leader of the Council and the Chair of the Policy & Performance Improvement Committee it is considered necessary to increase the frequency of the committee's meetings to ensure the effective transaction of Council business.
- 2.2 Members are therefore asked to note that from May 2024 the frequency of meetings for the Policy & Performance Improvement Committee will increase to 8 meetings per municipal year. The Schedule of Meetings for May 2024/May 2025 will be presented to full Council in December 2023 for approval.
- 2.3 Members will also be aware that a special meeting of the Committee has been convened on 25 September 2023 to consider the Community Plan with an additional meeting of committee also having been convened on 23 October 2023. Calendar appointments for these meetings have been forwarded to all committee Members and substitutes.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.