



Report to: Meeting of the Full Council – 16 July 2024  
 Portfolio Holder: Councillor Paul Peacock, Strategy, Performance & Finance  
 Director Lead: Sue Bearman, Assistant Director – Legal & Democratic Services  
 Lead Officer: Nigel Hill, Business Manager – Elections & Democratic Services, Ext. 5243

Report Summary	
<b>Report Title</b>	Proposed Changes to Meeting Dates
<b>Purpose of Report</b>	To approve changes to the dates of three meetings of the Policy & Performance Improvement Committee in the 2024/25 meeting schedule.
<b>Recommendations</b>	That the changes in the dates of the Policy & Performance Improvement Committee as set out in paragraph 1.3 of the report be approved, and a future Member training date of 19 November 2024 be noted.
<b>Reason for Recommendation</b>	To ensure the scheduled meetings of the Policy & Performance Improvement Committee fall in line with meetings of the Cabinet for reporting purposes.

## 1.0 Background

- 1.1 A Schedule of Meetings for 2024/25 was approved by the Council at their meeting held on 12 December 2023.
- 1.2 Some small amendments are required to the schedule agreed, to ensure the scheduled meetings of the Policy & Performance Improvement Committee fall in line with meetings of the Cabinet for reporting purposes.
- 1.3 The proposed changes are set out in the table below:

Original Date	Proposed Date
9 September 2024	2 September 2024
2 December 2024	25 November 2024
27 January 2024	10 February 2025

- 1.4 The Audit & Governance Committee have also suggested that going forward dates be added to the meetings schedule for training events such as the Code of Conduct. These will be incorporated from 2025/26, but it is considered that it would be useful to identify a date for this year for a Member training session. It is proposed that this be held on 19 November 2024.

## **2.0 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.

None.