



Report to: Audit & Governance Committee: 19 February 2025

Director Lead: Sue Bearman – Assistant Director Legal & Democratic Services, Monitoring Officer

Lead Officer: Karen Langford, Democratic Services Officer, Ext. 5992

Report Summary	
Report Title	Meeting Day of the Audit and Governance Committee
Purpose of Report	To consider the best day for Committee meetings going forward.
Recommendation	That the Audit & Governance Committee consider changing the dates of the meeting schedule in 2025/6 as set out in this report, subject to agreement with the Leader of the Council.
Reason for Recommendation	To facilitate Councillor attendance at meetings.

1.0 Background

1.1 At its meeting of 17 December 2024 Full Council approved the Schedule of Meetings for the 2025/26 Municipal Year. However, this was agreed subject to the Committee agreeing their own meeting dates.

1.2 The Schedule agreed by the Council had moved the day for meetings of the Audit & Governance Committee from Wednesdays to Mondays. This had been proposed in the report as it had not been possible to secure a preference from the current membership of the Committee as to which was there preferred day of the week to meet. The Schedule approved was as follows: -

1.3

Scheduled Meeting Date
Monday 7 July 2025
Monday 22 September 2025
Monday 8 December 2025
Monday 2 March 2026
Monday 20 April 2026

2.0 Proposal/Options Considered

2.1 Members are invited to consider a future schedule of meetings for 2025/26 based on the table in paragraph 1.3, moving to a different day of the week, dependent on if this fits with the schedule approved by the Full Council, reverting to Wednesdays for

meetings. The Schedule of Meetings has therefore been provided at Appendix A for reference.

3.0 Implications

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

Legal Implications (LEG2425/1718)

- 3.1 The Constitution states that committee meetings will take place in accordance with a programme decided by the Council. The Chair of the relevant Committee and the Leader of the Council may jointly agree to vary the time or date of any meeting, to convene an additional meeting, or to cancel any meeting. If they decide to vary or cancel a meeting, the decision must be agreed and notified to the Chief Executive no less than two weeks before the date that the meeting was due to take place, unless the variation or cancellation is due to exceptional and unforeseen circumstances.
- 3.2 If Committee resolves to amend the meeting schedule this will be subject to the approval of the Leader of the Council.

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.

17 December 2024 Full Council Report <https://democracy.newark-sherwooddc.gov.uk/documents/s21456/17.12.24%20-%20Proposed%20Schedule%20of%20Meetings%202025-26.pdf>

17 December 2024 Full Council Report appendix <https://democracy.newark-sherwooddc.gov.uk/documents/s21457/17.12.24%20-%20Proposed%20Schedule%20of%20Meetings%202025-26%20-%20Appendix.pdf>