

TONBRIDGE & MALLING BOROUGH COUNCIL

COUNCIL

10 May 2022

Report of the Director of Central Services and Deputy Chief Executive

Part 1- Public

Matters For Decision

1 PROGRAMME OF MEETINGS 2022/23

The programme of meetings for the municipal year 2022/23 is attached for approval.

1.1.1 Following a review of the Borough Council's governance arrangements, as recommended by the recent Peer Review, the programme of meetings was amended to reflect a number of changes instigated by the Leader.

1.1.2 These were the abolition of the five Advisory Boards and the establishment of three Scrutiny Select Committees:

- Community and Environment;
- Finance, Regeneration and Property; and
- Planning and Housing

1.1.3 As part of the changes to governance and to facilitate effective and timely making of decisions, the Cabinet has been programmed to meet at least 9 times a year, on the first Tuesday of every month. This avoids the August and Christmas Bank Holiday period.

1.1.4 The Overview and Scrutiny Committee has been programmed to meet 5 times a year on a Thursday where possible. Additional meetings of the Committee will be scheduled as required to consider any requested call-in of decisions.

1.1.5 The new Scrutiny Select Committees are each scheduled to meet 5 times during a municipal year.

1.2 Final Programme 2022/23

1.2.1 A final programme of meetings is attached at Annex 1 for adoption

1.2.2 Any additional meetings required to be made to the programme will be set up in consultation with the relevant Chair, the Leader and Cabinet Member.

1.2.3 Democratic Services will continue to review the cycle for all meetings with Services to ensure an even spread of meetings where possible throughout the year.

1.3 Legal Implications

1.3.1 The Borough Council is under a legal duty to hold an Annual meeting during a particular period (April/May) and to set the budget and council tax by a specific date (February). The programme proposed meets these requirements.

1.3.2 It is also the responsibility of the Annual meeting to agree and confirm the Borough Council's programme of meetings for the forthcoming year.

1.4 Financial and Value for Money Considerations

1.4.1 N/A

1.5 Risk Assessment

1.5.1 N/A

1.6 Equality Impact Assessment

1.6.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.7 Recommendations

That the Programme of Meetings for 2022/23 (as set out in Annex 1) be adopted.

Background papers:

Nil

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