

**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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