
Report to Clackmannanshire Council

Date of Meeting: 1 December 2022

Subject: Programmes of Council and Committee Meetings: August 2022 to June 2023 and Extended Programme from August 2023 to June 2025

Report by: Senior Manager, Legal & Governance

1.0 Purpose

- 1.1. The purpose of this report is to seek Council's approval for the continuance of the indicative Programme of Council and Committee Meetings from August 2022 to June 2023; and to seek approval for the indicative draft Programme of Council and Committee Meetings from August 2023 to June 2025.

2.0 Recommendations

That Council:

- 2.1. Agree that the meeting dates set out in the indicative Programme of Meetings from August 2022 to June 2023, which was approved by Council on 23 June 2022 (set out in Appendix 1 for information) will continue subject to paragraph 2.3;
- 2.2. Agrees the indicative Draft Programme of Meetings from August 2023 to June 2025, set out in Appendix 2 to this report; and
- 2.3. Notes that the indicative Programmes of Meetings from August 2022 to June 2023 and from August 2023 to June 2025 will both be finalised and brought back to Council for approval at the conclusion of the review of Standing Orders and the Scheme of Delegation.

3.0 Considerations

- 3.1. At its meeting on 23 June 2022, the Council agreed an indicative Programme of Meetings to June 2023, the final version of which was to be brought back to Council in August 2022 for approval following cross party discussions with members as part of the working group review of standing orders and scheme of delegation. That draft programme runs for a single year period from August 2022 to June 2023.

- 3.2. Due to capacity issues, the working group has not yet been able to meet, therefore to ensure business continuity and diary management, approval is being sought to continue the agreed indicative timetable of Council and Committee meetings from August 2022 to June 2023 until the conclusion of the review of Standing Orders and Scheme of Delegation.
- 3.3. An extended draft Programme of Meetings from August 2023 to June 2025 has also been developed which, if approved, will enhance diary management and business continuity for the Council over a longer period of time.
- 3.4. Both of these Programmes of Meetings will be considered as part of the review of Standing Orders and Scheme of Delegation and will be finalised and brought back to Council for final approval.

4.0 Sustainability Implications

- 4.1. None

5.0 Resource Implications

5.1. Financial Details

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.3.1. Finance have been consulted in terms of the statutory deadlines for the draft and final accounts.

5.4. Staffing

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

Our families; children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve

their full potential
Our communities will be resilient and empowered so
that they can thrive and flourish

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 Indicative Programme of Council and Committee Meetings
August 2022 – June 2023 (Approved by Council 23/06/22)
(For information)

Appendix 2 Draft Indicative Programme of Council and Committee Meetings
August 2023 – June 2025
(For approval)

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Lee Robertson	Senior Manager, Legal and Governance	2087

Approved by

NAME	DESIGNATION	SIGNATURE
Stuart Crickmar	Strategic Director, Partnership and Performance	

Programme of Council and Committee Meetings 2022 – 2023 – FOR INFORMATION							
Meeting	Time/Day	Cycle 1	Cycle 2	Cycle 3	Cycle 4	Cycle 5	Cycle 6
Clackmannanshire Council	9.30 am Thursday	11 August 2022	6 October 2022	30 November 2022 – Wednesday	2 February 2023	23 March 2023	18 May 2023 29 June 2023
Audit and Scrutiny Committee	9.30 am Thursday	25 August 2022	27 October 2022	15 December 2022	9 February 2023	20 April 2023	15 June 2023
Regulatory Committee	9.30 am Tuesday	16 August 2022	27 September 2022	22 November 2022	31 January 2023	28 March 2023	30 May 2023
Planning Committee	9.30 am Thursday	8 September 2022	3 November 2022	19 January 2023	16 March 2023	4 May 2023	22 June 2023
Licensing Board	9.30 am Tuesday	30 August 2022	4 October 2022 8 November 2022	6 December 2022 17 January 2023	21 February 2023 21 March 2023	25 April 2023	23 May 2023 27 June 2023

Approved by Council 23/06/22

Indicative DRAFT Programme of Council and Committee Meetings 2023 – 2024

Meeting	Time/Day	Cycle 1	Cycle 2	Cycle 3	Cycle 4	Cycle 5	Cycle 6
Clackmannanshire Council	9.30 am Thursday	10 August 2023	5 October 2023	30 November 2023	1 February 2024	21 March 2024	16 May 2024 27 June 2024
Audit and Scrutiny Committee	9.30 am Thursday	24 August 2023	26 October 2023	14 December 2023	8 February 2024	18 April 2024	13 June 2024
Regulatory Committee	9.30 am Tuesday	15 August 2023	26 September 2023	21 November 2023	30 January 2024	26 March 2024	28 May 2024
Planning Committee	9.30 am Thursday	7 September 2023	2 November 2023	18 January 2024	15 March 2024	2 May 2024	20 June 2024
Licensing Board	9.30 am Tuesday	29 August 2023	3 October 2023 7 November 2023	5 December 2023 16 January 2024	20 February 2024 19 March 2024	23 April 2024	21 May 2024 25 June 2024

Indicative DRAFT Programme of Council and Committee Meetings 2024 – 2025

Meeting	Time/Day	Cycle 1	Cycle 2	Cycle 3	Cycle 4	Cycle 5	Cycle 6
Clackmannanshire Council	9.30 am Thursday	8 August 2024	3 October 2024	28 November 2024	30 January 2025	20 March 2025	15 May 2025 26 June 2025
Audit and Scrutiny Committee	9.30 am Thursday	22 August 2024	24 October 2024	12 December 2024	6 February 2025	17 April 2025	12 June 2025
Regulatory Committee	9.30 am Tuesday	13 August 2024	24 September 2024	19 November 2024	28 January 2025	25 March 2025	27 May 2025
Planning Committee	9.30 am Thursday	5 September 2024	31 October 2024	16 January 2025	13 March 2025	1 May 2025	19 June 2025
Licensing Board	9.30 am Tuesday	27 August 2024	1 October 2024 5 November 2024	3 December 2024 14 January 2025	18 February 2025 18 March 2025	22 April 2025	20 May 2025 24 June 2025

