



**COTSWOLD**  
DISTRICT COUNCIL

Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	COUNCIL – 18 JANUARY 2023
Report Number	AGENDA ITEM 8
Subject	COTSWOLD DISTRICT COUNCIL DRAFT PROGRAMME OF MEETINGS 2023-24 – UPDATE REPORT
Wards affected	N/A
Accountable member	Cllr Joe Harris – Leader of the Council Email: <a href="mailto:joe.harris@cotswold.gov.uk">joe.harris@cotswold.gov.uk</a>
Accountable officer	Robert Weaver – Chief Executive Email: <a href="mailto:rob.weaver@cotswold.gov.uk">rob.weaver@cotswold.gov.uk</a>
Report author	Andrew Brown – Democratic Services Business Manager Email: <a href="mailto:andrew.brown@publicagroup.uk">andrew.brown@publicagroup.uk</a>
Summary/Purpose	To set a programme of Council and committee meetings for 2023-24.
Annexes	Annex A – Programme of meetings for January 2023 to May 2023 with changes - updated
Recommendation(s)	<i>That Council resolves to:</i> <i>1. Agree to holding a meeting of the Planning and Licensing Committee on 19 April 2023</i>
Corporate priorities	Delivering our services to the highest standards
Key Decision	NO
Exempt	NO
Consultees/ Consultation	Planning Services Business Manager Chair and Vice Chair of Planning and Licensing Committee



## **1. BACKGROUND**

- 1.1 Council on 16 November 2022 agreed a programme of meetings for 2023/24.
- 1.2 In debate it was noted that there was a considerable gap between meetings of the Planning and Licensing Committee between March and June 2023. The Democratic Services Business Manager was asked to return with a proposed meeting date. Planning Services have since confirmed that the gap between meetings was too long which would be unfair on applicants whose applications are referred to committee for determination.

## **2. PLANNING AND LICENSING COMMITTEE MEETING DATE**

- 2.1 Council is recommended to agree to the holding of a Planning and Licensing Committee meeting on Wednesday 19 April 2023. This date is approximately half way between the March and June meeting dates and avoids Gloucestershire School Holiday dates and very close proximity to the 4 May 2023 local elections. Council has previously agreed that start times for the Planning and Licensing Committee will alternate between 10.00am and 2.00pm. In keeping with this pattern, the meeting on 19 April 2023 would start at 2.00pm.

## **3. FINANCIAL IMPLICATIONS**

- 8.1 Members are entitled to claim mileage expenses for attending meetings and such costs can be met from existing budgets.

## **9. LEGAL IMPLICATIONS**

- 9.1 The responsibility for setting meeting dates for Council and committee meetings rests with Council under the Local Government Act 1972 (Schedule 12).

## **10. RISK ASSESSMENT**

- 10.1 There are no significant risks in relation to this report.

## **11. EQUALITIES IMPACT**

- 11.1 The recommendation is not expected to differentially impact any groups with protected characteristics. Meetings are held in an accessible venue and are webcast live.

## **12. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS**

- 12.1 Members are required to attend meetings in person so there will be emissions associated with journeys to and from meetings. Many members choose to have paper copies of agenda packs but alternatively members may prefer to access papers using the Modern.gov app.



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### **13. ALTERNATIVE OPTIONS**

- 13.1** Planning and Licensing Committee meetings are normally held on a Wednesday. The first two Wednesdays in April are during the Gloucestershire school holidays. The following Wednesday, 26 April is also an option but is closer to the 4 May 2023 local elections.

### **14. BACKGROUND PAPERS**

- 14.1** None.

(END)