

WELWYN HATFIELD BOROUGH COUNCIL –
13 November 2024
REPORT OF THE ASSISTANT DIRECTOR (LAW AND GOVERNANCE)

SCHEDULE OF MEETINGS 2025/26

1 Executive Summary

- 1.1 The purpose of this report is to seek approval to the timetable of meetings for the 2024/25 Municipal Year.

2 Recommendation

- 2.1 That the timetable setting out dates of meetings for the Municipal Year 2025/26 as attached at Appendix A be approved.

3 Explanation

- 3.1 At the meeting of Council on 26 September 2019, Members agreed that the timetable of meetings can be approved at any ordinary Council meeting during the Municipal Year, rather than having to wait until the Annual Council meeting in May.
- 3.2 This facilitates effective forward planning both for Members and Officers in the transaction of Council business and as part of the modernisation of decision-making processes and procedures.

Implications

4 Legal Implication(s)

- 4.1 None.

5 Financial Implication(s)

- 5.1 None.

6 Risk Management Implications

- 6.1 None

7 Security and Terrorism Implication(s)

- 7.1 None

8 Procurement Implication(s)

- 8.1 None

9 Climate Change Implication(s)

- 9.1 None

10 Human Resources Implication(s)

10.1 None

11 Health and Wellbeing Implication(s)

11.1 None

12 Communication and Engagement Implication(s)

12.1 None

13 Link to Corporate Priorities

13.1 The committee timetable supports the corporate priorities under “A well-run Council which puts our customers first”.

14 Equality and Diversity

14.1 An Equality Impact Assessment (EqIA) was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

Name of author	Clare Cade
Title	Governance Services Manager
Date	5 November 2024

Appendix A – Draft Committee Timetable 2025/26

ALCOHOL	Alcohol and Regulated Entertainment Sub-Committee
ANN. COUNCIL	Annual Council
AUDIT	Audit Committee
BANK HOLIDAY	
CABINET	Cabinet
CHP	Cabinet Housing Panel
CLIMATE	Climate Biodiversity Cabinet Panel
COUNCIL	Council
CPPP	Cabinet Planning and Parking Panel
CCP	Community Cabinet Panel
DMC	Development Management Committee
Elections	
GRANTS	Grants Board
Induction	
LICENSING	Licensing Committee
MD	Member Development Session
MDSG	Member Development Steering Group
OSC	Overview and Scrutiny Committee
Pre-Cab	Pre-Cabinet Briefing
SPEC. CABINET	Special Cabinet
SPEC. COUNCIL	Special Council
STANDARDS	Standards Committee

