



Change to date of October meeting of Full Council

Report by the Director for Sustainability & Resources

Officer Contact Details

Neil Terry

Democratic Services Manager & Deputy Monitoring Officer

01903 221073

neil.terry@adur-worthing.gov.uk

Executive Summary

1. Purpose

- 1.1. Before the beginning of this Municipal Year, the Council approved a schedule of meetings for the following year in order to help plan the Council's business.
- 1.2. Should a change to a date of a Council meeting be required it is behove of Council to approve that change.
- 1.3. The recent General Election has caused a delay to the LGA conference originally scheduled for the first week of July. The new dates for the conference clash with the October Council meeting and a request has been forward for a change of date in order to foster Council Leadership representation at that conference.

2. Recommendations

- 2.1. The Council is recommended to approve a change to the date of the Worthing Borough Council meeting from Tuesday 22 October 2024 to Tuesday 15 October 2024.

3. Context

- 3.1. In order to enable the efficient administration of the Council's business and the delivery of Council services, there needs to be planned activities that cover the period of the 2024/25 Municipal Year.
- 3.2. The schedule of meetings advises both Members and Officers on when to carry out Council activities and to that end, enhances the decision making process.
- 3.3. The recent General Election has caused a delay to the LGA conference originally scheduled during the first week of July. The new dates for the conference clash with the October Council meeting and a request has been received to change the date of the October Council meeting in order to foster Council Leadership representation at the conference.

4. Issues for consideration

- 4.1. That Council approves the change to the date of the October meeting.
- 4.2. The schedule of meetings has been designed, as far as possible, to ensure that it provides for meetings when decisions are required so that all matters are dealt with on a timely basis. The change of date to the October meeting does not impinge on the timeliness of decisions.

5. Engagement and Communication

- 5.1. Group Leaders have been contacted about this change

6. Financial Implications

- 6.1. There are no financial implications arising directly from this report. The cost of delivering the meetings is met from within existing budgetary provision.

7. Legal Implications

- 7.1. The functions that are the subject of this report are for the Full Council to decide.

- 7.2. Paragraph 2.2(o) of the Council Procedures Rules confirms that the Schedule of Meetings will be approved at the Annual Council Meetings unless agreed earlier. Council is the only body that can agree to a change in the schedule of Full Council meetings after these dates have been set.

Background Papers

- Worthing Council - March 2024

Sustainability & Risk Assessment

1. Economic

Matter considered and no issues identified.

2. Social

2.1 Social Value

A planned schedule of meetings enables local residents to know, in advance, when the Council is due to undertake activities and to that end, enhances the decision making process.

2.2 Equality Issues

There are no equality issues arising directly from this report but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure that service delivery matches these accordingly.

2.3 Community Safety Issues (Section 17)

Matter considered and no issues identified.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Matter considered and no issues identified.

4. Governance

Part 4 of the Council's Constitution, Council Procedure Rule 2.2(o), requires the Annual Council to approve a programme of Ordinary Meetings of the Council for the year, if not already agreed.