



**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
20 th May 2026 Annual Council meeting – Agenda item 13 - Timetable of Meetings Finalised and updated timetable	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.)
DO/02/2026 (MW)	20 th May 2026 Annual Council meeting – Agenda item 13 - Timetable of Meetings Minute ref: CL10* <i>*at time of Delegated Decision is published, the Council meeting minutes not available online as in draft format at the time the delegated decision published.</i>
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
22/05/2026	Monitoring Officer – Assistant Director - Democracy and Governance  &  Head of Paid Service – Chief Executive Officer

RECORD OF THE DECISION

a) The issue

The timetable of meetings was presented at Annual Council for consideration and approval. Following an amendment to the number of Overview and Scrutiny Panels (OSP's) under item 11 (b) of the Agenda at Annual Council (20th May 2026), there was a need to amend the timetable to reflect the accurate position for the 2026/2027 Municipal Year. Full Council agreed to grant delegated authority to the Monitoring Officer (Assistant Director – Democracy and Governance) and the Head of Paid Service (Chief Executive Officer) to reflect the changes and issue the revised timetable for the 2026/2027 Municipal Year.

b) The Decision

To revise the timetable as follows:

- Amend 8th July 2026 Full Council to the 1st July 2026 as agreed at Full Council;
- Remove the Housing and Communities OSP meetings in the timetable;
- Retain Business, Planning and Regeneration OSP meetings as per the timetable;
- Retitle Environment and Leisure OSP to Environment, Health and Leisure OSP; and
- Retitle Housing and Communities OSP to Communities, Corporate Resources and Housing OSP.

Appendix A provides the full and final timetable of meetings.

REASON FOR THE DECISION

Following the decision made by Full Council at Annual Council (20th May 2026)

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

Not applicable

WARD RELEVANCE

Not applicable

FINANCIAL AND BUDGET IMPLICATIONS

Not applicable.

It should be noted that a reduction of OSP Chairs will result in a reduction in special responsibility allowance.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

Full Council at the meeting of Annual Council (20th May 2026) and as per the report in the agenda at item 13.

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

Not applicable

<p><u>IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u> (Note if the decision is a non-executive decision, no dispensation can be given).</p> <p>Not applicable</p>
<p><u>EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)</u></p> <p>Not applicable</p>
<p><u>HUMAN RESOURCES IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>FINANCIAL IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>HEALTH EQUALITIES IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>RISK MANAGEMENT IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>ENVIRONMENTAL IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>LEGAL IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>ANY OTHER COMMENTS</u></p> <p>Appendix A attached outlines the full list of finalised dates and times for the public meetings of the Council during the 2026/2027 Municipal Year.</p>

PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER

Committee Timetable 2026/27

Committee	Day	Committee Date
Annual Council 26-27	Wednesday	20/05/26
Planning	Tuesday	26/05/26
Cabinet	Wednesday	27/05/26
Remuneration Panel	Tuesday	09/06/26
Business, Regeneration & Planning OSP	Thursday	11/06/26
Planning	Tuesday	16/06/26
Cabinet	Wednesday	17/06/26
Environment, Health and Leisure OSP	Thursday	18/06/26
Audit & Standards	Tuesday	23/06/26
Licensing	Wednesday	24/06/26
Communities, Corporate Resources & Housing OSP	Thursday	25/06/26
Borough Plan Committee	Tuesday	30/06/26
Council	Wednesday	01/07/26
Shareholder Committee	Thursday	02/07/26
Cabinet	Wednesday	15/07/26
Planning	Tuesday	21/07/26
Planning	Tuesday	01/09/26
Licensing	Wednesday	02/09/26
Cabinet	Wednesday	09/09/26
Audit & Standards	Tuesday	15/09/26
Planning	Tuesday	22/09/26
Civic Honours sub-Committee	Wednesday	23/09/26
Borough Plan Committee	Tuesday	29/09/26
Council	Wednesday	30/09/26
Business, Regeneration & Planning OSP	Thursday	01/10/26
Cabinet	Wednesday	07/10/26
Shareholder Committee	Tuesday	13/10/26
Environment, Health and Leisure OSP	Thursday	15/10/26
Planning	Tuesday	20/10/26
Communities, Corporate Resources & Housing OSP	Thursday	22/10/26
Cabinet	Wednesday	04/11/26
Licensing	Tuesday	10/11/26

Committee	Day	Committee Date
Planning	Tuesday	17/11/26
Extraordinary Council (Prov Date)	Wednesday	18/11/26
Civic Honours sub-Committee	Wednesday	25/11/26
Audit & Standards	Tuesday	01/12/26
Cabinet	Wednesday	09/12/26
Remuneration Panel	Thursday	10/12/26
Planning	Tuesday	15/12/26
Council	Wednesday	16/12/26
Planning	Tuesday	12/01/27
Licensing	Thursday	14/01/27
Audit & Standards	Tuesday	19/01/27
Cabinet	Wednesday	20/01/27
Shareholder Committee	Tuesday	26/01/27
Extraordinary Council (Civic)	Wednesday	27/01/27
Business, Regeneration & Planning OSP	Thursday	28/01/27
Audit & Standards	Tuesday	02/02/27
Environment, Health and Leisure OSP	Thursday	04/02/27
Communities, Corporate Resources & Housing OSP	Thursday	11/02/27
Planning	Tuesday	16/02/27
Cabinet (Budget & Council Tax Setting)	Wednesday	24/02/27
Council (Budget & Council Tax Setting)	Wednesday	24/02/27
Borough Plan Committee	Thursday	25/02/27
Cabinet	Wednesday	03/03/27
Licensing	Wednesday	10/03/27
Planning	Tuesday	16/03/27
Audit & Standards	Tuesday	13/04/27
Shareholder Committee	Thursday	15/04/27
Planning	Tuesday	20/04/27
Cabinet	Wednesday	21/04/27
Council	Wednesday	28/04/27
Licensing	Tuesday	04/05/27
Annual Council 27-28	Wednesday	12/05/27