

**FLINTSHIRE COUNTY COUNCIL**

<b>Date of Meeting</b>	Tuesday, 24 <sup>th</sup> May 2022
<b>Report Subject</b>	Schedule of Meetings 2022/23
<b>Report Author</b>	Chief Officer (Governance)

**EXECUTIVE SUMMARY**

This report contains the proposed schedule of meetings for 2022/23.

It also explains how the schedule was prepared and details the consultation process which was undertaken with Members.

**RECOMMENDATIONS**

1	That the attached draft schedule of Meetings for 2022/23 be approved.
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**REPORT DETAILS**

<b>1.00</b>	<b>EXPLAINING THE SCHEDULE OF MEETINGS FOR 2019/20</b>
1.01	The Schedule of Meetings is produced on an annual basis and presented for approval to Members at the Annual Meeting.
1.02	Each year the Schedule of Meetings is designed based on regular meeting cycles, regular meeting days where possible and with wide consultation to ensure that reporting commitments and/or meetings do not clash.
1.03	It is the aim to avoid meetings being held in school holidays wherever possible. However, given the cycle of individual Committee meetings and when statutory reports are required to be approved by, this is not always possible.
1.04	At the start of each Council term we consult Councillors on their preference for when meetings take place. We propose to undertake that consultation in

	the Autumn, when we will also seek views on the format for meetings (face to face, remote etc.).
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<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
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2.01	None.
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<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
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3.01	Officers from each portfolio across the authority.
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3.02	Chief Officer Team.
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3.03	Group Leaders, Chairs and Vice Chairs of Committees.
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<b>4.00</b>	<b>RISK MANAGEMENT</b>
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4.01	None.
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<b>5.00</b>	<b>APPENDICES</b>
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5.01	Draft Schedule of Meetings for 2022/23.
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<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
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6.01	None.  <b>Contact:</b> Steven Goodrum – Democratic Services Manager <b>Telephone:</b> 01352 702301 <b>Email:</b> <a href="mailto:steven.goodrum@flintshire.gov.uk">steven.goodrum@flintshire.gov.uk</a>
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<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
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