

Report Title	Cycle of meetings for 2023/2024
Portfolio Holder	Portfolio Holder for Policy, Reform and Resources
Summary of report	To propose a programme of meetings of the Combined Authority and Committees for the 2023/23 Municipal Year.
Is this report exempt?	No
Is this a Key Decision	No
Is the report urgent	No
Is this decision to be exempt from call in	No
Local Authorities affected	All
Impact and implications of this report	
Financial impact	No
Delegation (s) sought	None
Supporting the Corporate Plan	A Fairer City Region ✓ A Stronger City Region ✓ A Cleaner City Region ✓ A Connected City Region ✓ A Vibrant City Region ✓
Climate Change Implications	No
Equality and Diversity implications	No
Social Value implications	No
Human Resources implications	No
Physical Assets implications	No
Information Technology implications	No
Legal implications	Yes see paragraph 4.2
Risk and Mitigation	Yes see paragraph 4.3
Privacy implications	No
Communication and consultation	Yes see paragraph 4.4

implications**Contact Officer(s)**

Louise Outram Chief Legal and Monitoring
Officer,
Jonathan Vali, Democratic Services Manager

Appendices

Yes – draft programme of meetings

Background Documents

No

Liverpool City Region Combined Authority

Friday, 28 April 2023

Report of the Monitoring Officer and the Portfolio Holder for Policy, Reform and Resources

CYCLE OF MEETINGS FOR 2023/2024

1. PURPOSE OF REPORT

To agree the cycle of meetings for the municipal year 2023-2024

2. RECOMMENDATIONS

2.1. It is recommended that the Liverpool City Region Combined Authority:

(a) note and agree the cycle of meetings attached as Appendix 1

3. BACKGROUND

3.1. A calendar of meetings for the Combined Authority and its Committees is required to be agreed each municipal year.

3.2. In order to assist Members attending meetings of their own Authority it is recommended that the present practice in adopting, where possible, a standard day and time be continued for meetings. The particular time and day have been selected to reduce as far as possible the number of occasions where clashes are likely to occur with meetings of the Local Authorities.

3.3 The calendar of meetings is attached as Appendix 1

4. IMPACT AND IMPLICATIONS

4.1 Supporting the Corporate Plan

It is anticipated that in all the meetings of the Combined Authority and its committees decisions will be taken that support the Corporate Plan

4.2 Legal

Publication of the cycle of meetings ensures public awareness of the dates of meetings as required under the Local Government (Access to Information) Act 1972 and the business of the organisation can meet any required timescales.

4.3 Risks and Mitigation

Failure to publish the meeting dates would breach Local Government legislation this

report mitigates that risk.

4.4 Communication and Consultation

The cycle of meetings, once approved, will be published in accordance with legislation.

5. CONCLUSION

The Combined Authority is requested to determine its cycle of meetings.

LOUISE OUTRAM
Monitoring Officer

STEVE ROTHERAM, METRO MAYOR
Portfolio Holder for Policy, Reform and
Resources