

Report Title	Programme of Meeting for 2024/25
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 2024/25 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 Local Authorities);
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)**

Jonathan Vali, Democratic Services Manager,
Jonathan.vali@liverpoolcityregion-ca.gov.uk

Appendices

Yes – draft programme of meeting

Background Documents

No

Liverpool City Region Combined Authority

Friday, 15 March 2024

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

PROGRAMME OF MEETING FOR 2024/25

1. PURPOSE OF REPORT

- 1.1. To agree the programme of meetings of the Combined Authority and its Committees for the municipal year 2024-2025.

2. RECOMMENDATIONS

- 2.1. It is recommended that the Liverpool City Region Combined Authority agree the programme of meetings attached as Appendix 1.

3. BACKGROUND

- 3.1. A programme 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. Following feedback from the Audit & Governance Committee, the day of the meeting has been changed from a Friday to a Thursday.
- 3.4. The draft programme 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 and functions discharged that support and

4.2 Legal

Publication of a programme 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

Not agreeing and publishing the meeting dates could risk the organisation not complying Local Government legislation in respect of access to information, transparency and openness, but this report mitigates that risk.

4.4 Communication and Consultation

Details of the programme of meetings, once approved, will be published in accordance with legislation and good practice.

5. CONCLUSION

- 5.1. The Combined Authority is requested to determine its programme of meetings.

LOUISE OUTRAM
Monitoring Officer

MAYOR STEVE ROTHERAM
Portfolio Holder for Policy, Reform and
Resources

Appendices:

Appendix 1 – Programme of Meetings 2024/25

Background Documents:

None