



Revenue and Benefit Service

Schedule of Meetings 2024/25

1. PURPOSE OF THE REPORT

1.1 For the Joint Committee to agree the schedule of meetings for the forthcoming year.

2. RECOMMENDATION

2.1 To consider the proposed schedule of meetings for 2024/25 attached at Appendix 1 of the report and agree the proposed schedule.

3. MAIN FEATURES OF THE SCHEDULES

3.1 Each year the Committee is asked to approve the schedule of meetings for the forthcoming year.

3.2 The proposed schedule of quarterly meetings for 2024/25 is attached at appendix 1 to the report.

3.3 The Joint Committee currently meets 4 times during the civic year and the dates of the meetings at Appendix 1 have been proposed in order for the committee to consider the quarterly performance reports at the appropriate time during the year.

3.4 Consideration has been given to statutory reports that have to be agreed by set dates.

3.5 Following the revision of the Constitution of the Joint Committee in May 2018, it states that the committee must also hold an Annual Meeting in June wherever possible but no later than July.

3.6 Currently all meetings are held on Thursdays at 3.30pm and are held in rotation around each of the Partnership authorities.

4. NEXT STEPS

4.1 Members are asked to consider the dates detailed in the appendices and notify the Democratic Services officer of any issues.

4.2 Once the dates are agreed, Democratic Services will book the venues and confirm the dates and locations to all Committee Members.

DRAFT SCHEDULE OF QUARTERLY MEETINGS – THE LEICESTERSHIRE PARTNERSHIP
JOINT COMMITTEE REVENUES AND BENEFITS

2024/25

Annual Meeting Thursday 25 July 2024 3.30pm Harborough DC

To be agreed Thursday 19 September 2024 3.30pm NWL, Coalville
 Thursday 21 November 2024 3.30pm HBBC Hinckley
 Thursday 16 January 2025 3.30pm Harborough DC
 Thursday 27 March 2025 3.30pm NWL, Coalville

2025/26

To be agreed
Annual Meeting Thursday 12 June 2025 3.30pm HBBC Hinckley