

CABINET

20 MARCH 2026

REPORT OF THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER

A.8 TIMETABLE OF MEETINGS: 2026/2027 MUNICIPAL YEAR & BEYOND

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To enable Cabinet to consider the timetable of meetings for the 2026/2027 Municipal Year, together with provisional dates of meetings for the remainder of the calendar year (2027).

EXECUTIVE SUMMARY

This report will enable Cabinet, as required by the Constitution, to submit for formal approval to the Annual Meeting of the Council a timetable of meetings for the 2026/2027 Municipal Year.

RECOMMENDATIONS

- (a) that the timetable of meetings for the Council and its Committees, as set out in the Appendix to this report, be agreed, in principle, and be submitted to the Annual Meeting of the Council for formal approval; and**
- (b) that the proposed dates for formal meetings of the Cabinet, the All Members' Briefings and Councillor Development Sessions be noted.**

REASON(S) FOR THE RECOMMENDATION(S)

Having considered the timetable of meetings proposed by the Corporate Finance & Governance Portfolio Holder and to enable the timetable of meetings to be submitted to the Annual Meeting of the Council for approval and adoption, in accordance with the Council's Constitution.

ALTERNATIVE OPTIONS CONSIDERED

- (1) Not to approve the timetable of meetings; and
- (2) To amend or substitute some or all the proposed dates.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

Agreeing the proposed changes will ensure that the Council demonstrates good governance and operates efficiently in pursuit of its priorities.

OUTCOME OF CONSULTATION AND ENGAGEMENT

The Democratic Services Manager, in preparing an initial timetable of meetings for the Portfolio Holder to consider, consulted with senior officer colleagues within the Council.

| LEGAL REQUIREMENTS (including legislation & constitutional powers) | | | |
|--|---|---|---|
| Is the recommendation a Key Decision (see the criteria stated here) | YES/NO | If Yes, indicate which by which criteria it is a Key Decision | <input type="checkbox"/> Significant effect on two or more wards <input type="checkbox"/> Involves £100,000 expenditure/income <input type="checkbox"/> Is otherwise significant for the service budget |
| | | And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date) | Not Applicable in this instance |
| X | The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below: | | |
| <p>Schedule 1 to the Local Authorities (Functions and Responsibilities) Regulations 2000, as amended, sets out functions which must not be the responsibility of the Executive and therefore rests with Council or its committees. The power to agree a timetable of ordinary meetings of the Full Council and its Committees rests with the Full Council at its Annual Meeting. This is set down in the Council's Constitution in Council Procedure Rule 1 (Annual Meeting of the Council), specifically Rule 1.1(xii) (Timing and Business). This is confirmed in Council Procedure Rule 3 (Ordinary Meetings) and in Council Procedure Rule 35 (Meetings of Committees), specifically Rule 35.1 (Ordinary Meetings).</p> <p>Schedule 3 (Responsibility for Executive Functions) in Part 3 (Scheme of Delegation) of the Council's Constitution and specifically section 4.2.1 (Overall Responsibilities of the Leader and the Portfolio Holders), sets out that the Portfolio Holder for Corporate Finance & Governance has the overall strategic responsibility for the Council's Democratic Services which, in turn, undertakes corporate administration in relation to timetabling and servicing meetings of the Council, Cabinet and Committees.</p> <p>Article 7 (The Executive) of the Council's Constitution and, specifically, Article 7.08 (Cabinet Procedure Rules) – section 1.1 (Cabinet Meetings), states that the Cabinet will meet at times and at locations which will be decided by the Leader of the Council in accordance with their delegated powers.....</p> | | | |
| FINANCE AND OTHER RESOURCE IMPLICATIONS | | | |
| Risk | | | |
| Providing clarity through a clearly defined timetable of prevents confusion and enhances the Council's overall governance arrangements thereby helping to ensure that the Authority makes informed decisions and properly manages its risks. | | | |
| X | The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below: | | |
| No further comments to make in addition to those set out elsewhere within the report. | | | |
| USE OF RESOURCES AND VALUE FOR MONEY | | | |
| The following are submitted in respect of the indicated use of resources and value for money indicators: | | | |

| | |
|--|-----|
| A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services; | N/A |
| B) Governance: how the body ensures that it makes informed decisions and properly manages its risks, including; and | N/A |
| C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services. | N/A |

MILESTONES AND DELIVERY

Preparation of a timetable of meetings for the forthcoming municipal year by the Committee Services Manager, including consultation with senior officer colleagues – early January to early February 2026.

Submission of draft timetable of meetings to the Corporate Finance & Governance Portfolio Holder for their review – mid February 2026.

Submission of Corporate Finance & Governance Portfolio Holder’s draft recommendations to informal Cabinet meeting – 6 March 2026.

Submission of Corporate Finance & Governance Portfolio Holder’s recommendations to formal Cabinet meeting – 20 March 2026.

Submission of Cabinet’s recommendations to the Annual Meeting of the Council for approval and adoption – 19 May 2026.

ASSOCIATED RISKS AND MITIGATION

Not approving and implementing an agreed timetable of meetings will negatively impact the Council’s governance arrangements.

EQUALITY IMPLICATIONS

Under Article 3 (Citizens and the Council) in the Council’s Constitution, the public have a right to attend meetings of the Council and its committees and sub-committees except where confidential or exempt information is likely to be disclosed and attend meetings of the Cabinet when key decisions are being considered. The public also have a right to participate by submitting written questions to Full Council meetings and to contribute to investigations by the Overview and Scrutiny Committees. The public can also participate at meetings of the Planning Policy & Local Plan Committee, the Planning Committee and the Tendring Colchester Garden Border Community Joint Committee in accordance with the relevant Public Speaking Schemes. At meetings of the Council, its committees, or Cabinet, members of the public must treat Councillors and Officers with respect and courtesy and must not wilfully harm the property of the Council, Councillors or Officers.

Article 2 (Members of the Council) states, inter alia, that Councillors attending meetings will represent their communities and bring their views into the Council’s decision-making process, i.e. become an advocate for their communities; effectively represent the interests of their ward and of individual residents; be involved in decision-making for the people of the District as a whole; and contribute to the governance and effective management of the Council’s business at meetings of the Council, Cabinet and other Committees and Sub-Committees, maintaining the highest standards of conduct and ethics.

Article 5 (Chairing the Council and Committees) states, inter alia, that Chairmen will preside over meetings so that its business can be carried out efficiently and with regard to the rights of Councillors and the interests of the community; and ensure that the meeting is a forum for debate of matters of concern to the local community.

SOCIAL VALUE CONSIDERATIONS

None

IMPLICATIONS RELATED TO DEVOLUTION AND / OR LOCAL GOVERNMENT REORGANISATION

The setting of a timetable of meetings for the 2026/27 municipal year and on a provisional basis for the period from May 2027 up to 31 December 2027 will assist the Council in carrying out the necessary governance matters and decision making as it continues to prepare for Mayoral Devolution and local government reorganisation (LGR) in Greater Essex which is currently due to be completed by 31 March 2028.

The finalised timetable of meetings for the 2027/28 municipal year will be approved at the Annual Meeting of the Council in May 2027 though that timetable will only cover the period up until 31 March 2028 at which point Tendring District Council will cease to exist.

The Structural Changes Order (SCO) for the LGR process is anticipated to come into force in November or December 2026. At this point the Joint Committee will be formed which will require further decisions to be made. Dates of the meetings of the Joint Committee and further related information will be provided to Members in due course. The Joint Committee will operate until the Shadow Unitary Authority first meets which will be in May 2027.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2050

The encouragement of Members to opt out of the default position of receiving printed copies of the summons of a meeting (with agendas and reports) and reverting to solely receiving summons via electronic notifications from May 2023 was consistent with the Council's policy of its operations becoming carbon neutral.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

| | |
|------------------------------|----------------|
| Crime and Disorder | None |
| Health Inequalities | None |
| Area or Ward affected | None directly. |

PART 3 – SUPPORTING INFORMATION

BACKGROUND

In accordance with the Constitution a draft timetable of meetings has been prepared and approved and is set out as an Appendix to this report.

The meetings of the Full Council, the Community Leadership Overview and Scrutiny Committee, the Human Resources and Council Tax Committee and the Resources and Services Overview and Scrutiny Committee will normally commence at 7.30 p.m.

Meetings of the Licensing and Registration Committee will normally commence at 6.30 p.m.

Meetings of the Planning Policy and Local Plan Committee and the Tendring Colchester Borders Garden Community Joint Committee will normally commence at 6.00 p.m.

Meetings of the Planning Committee will normally commence at 5.00 p.m.

Meetings of the Tendring Colchester Border Garden Community Joint Committee will be arranged as and when required.

Meetings of the Standards Committee will normally commence at 10.00 a.m.

Meetings of the Audit Committee will normally commence at 10.30 a.m.

Cabinet meetings are fixed by the Leader of the Council in accordance with Article 7.08 Cabinet Procedures Rule sub-section 1.1 of the Council's Constitution and therefore the scheduling et cetera may change, for example, to accommodate meetings of the Essex Leaders and Chief Executives or other pan-Essex meetings related to, *inter alia*, devolution and local government reorganisation matters. The public meetings of the Cabinet listed will normally commence at 10.30 a.m.

The timetable does not show meetings of the Sub-Committees, which are arranged either at meetings of the relevant Sub-Committee or from time to time when required.

Dates for All Members' Briefings and Councillor Development Sessions have been included to assist Members in keeping their diaries up to date. These will be held either in person or online via Microsoft Teams.

Wednesday evenings are avoided, wherever possible, for meetings of Committees et cetera as the Princes Theatre is used in term time for the Princes Theatre Youth Group and it is felt that to have a publicly accessible meeting on the same night might raise safeguarding issues.

In addition, Monday evenings have been avoided, wherever possible, to avoid clashing with meetings of the Arts & Literature Society in the Princes Theatre.

Venues for Meetings of the Council, Cabinet and Committees Etc.

Meetings of the full Council will normally be held in the Princes Theatre in the Town Hall, Clacton-on-Sea.

Meetings of the Cabinet and Committees will normally be held in the Committee Room in the Town Hall, though meetings of the Tendring Colchester Border Garden Community Joint Committee will normally be held at either Colchester RUFC's stadium or at Colchester United Football Club's stadium.

Changes to the dates of meetings provisionally agreed at Annual Council on 29 April 2025

Cabinet will be aware that, at the meeting of Full Council held during November 2025, Members resolved to postpone the 2026 Annual Meeting from 28 April to 19 May 2026 and to add an ordinary meeting of Council to be held on 2 June 2026.

As a result of that Full Council decision, there have been several "knock-on" changes to Cabinet and Council meeting dates in the period May to October 2026. The notes numbered 2, 3, 4, 5 and 7 in the accompanying appendix to this report set out the individual reasons for those changes.

PREVIOUS RELEVANT DECISIONS

Timetable of Council and Committee Meetings for the 2025/26 Municipal Year & Beyond as approved by Cabinet on 17 March 2025 (Minute 145 refers) and subsequently at the Annual Meeting of the Council held on 29 April 2025 (Minute 14 refers).

Change of Date of the 2026 Annual Meeting of the Council – At its meeting held on 25 November 2025 (Minute 80 refers), the Full Council resolved “that –

- (a) *the 2026 Annual Meeting of the Council be postponed from 28 April 2026 to 19 May 2026; and*
- (b) *the first ordinary meeting of the Council in the 2026/27 Municipal Year be held on 2 June 2026.”*

The reasons for that decision at that time were as set out hereunder:-

“Council was reminded that, having been accepted into the Government’s Devolution Priority Programme, Parliament had subsequently consented that the elections of Councillors to serve on Essex County Council that had been due to take place in May 2025 would be postponed for one year.

Members were informed that the current position was that the postponed election of Essex County Councillors would be held on Thursday 7 May 2026 and that it was almost certain that the election of the Mayor for Greater Essex would be held on that same date. This had a knock-on effect on the Annual Council date of 28 April 2026.

Council recognised that, in the period leading up to the elections on 7 May 2026, many Officers across the Council (including the Democratic Services Team and the Leadership Support Team who had key roles to play in arranging and facilitating the Annual Meeting of the Council) would be involved in various election duties supporting colleagues in the Elections Team. Members themselves were likely to be involved in canvassing duties on behalf of their preferred candidates.

The Chief Executive had therefore concluded that it would be in the Council’s best interests that the 2026 Annual Meeting of the Council be postponed thereby avoiding an unneeded distraction around the time of the elections on 7 May 2026. The Chief Executive had therefore recommended that the Annual Meeting now be held on Tuesday 19 May 2026, which had been previously earmarked for the first ordinary meeting of the Council in the 2026/27 Municipal Year. Furthermore, to ensure that the provisions of Council Procedure Rule 3 (which, inter alia, stated that the first ordinary Council meeting be held within 15 working days of the annual meeting) were met, the Chief Executive had further proposed that an ordinary meeting of the Council be held on Tuesday 2 June 2026.”

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

Published Minutes of the meeting of the Full Council held on 25 November 2025 and the relevant report of the Chief Executive to that meeting (A.4).

APPENDICES

Proposed Timetable of Council and Committee Meetings for the 2026/27 Municipal Year.

| REPORT CONTACT OFFICER(S) | |
|----------------------------------|--|
| Name | Ian Ford |
| Job Title | Democratic Services Manager |
| Email/Telephone | iford@tendingdc.gov.uk (01255) 686 584 |

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TIMETABLE OF MEETINGS – 2026/2027 MUNICIPAL YEAR (& UNTIL 31 DECEMBER 2027)

2026

| Body | Time | Day | Date | Notes |
|--|-------------|------------|--------------|--------------|
| Planning Committee | 5.00 p.m. | Tuesday | 12 May | |
| ANNUAL COUNCIL | 7.30 p.m. | Tuesday | 19 May | Note 1 |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Thursday | 21 May | |
| COUNCILLOR DEVELOPMENT SESSION Overview and Scrutiny Training | 6.00 p.m. | Wednesday | 27 May | |
| Cabinet | 10.30 a.m. | Friday | 29 May | Note 2 |
| COUNCIL | 7.30 p.m. | Tuesday | 2 June | Note 1 |
| Planning Committee | 5.00 p.m. | Tuesday | 9 June | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 10 June | |
| Resources and Services Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 16 June | |
| Community Leadership Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 23 June | |
| COUNCILLOR DEVELOPMENT SESSION Code of Conduct Training & Declarations of Interest | 6.00 p.m. | Wednesday | 24 June | |
| Audit Committee | 10.30 a.m. | Thursday | 25 June | |
| Cabinet | 10.30 a.m. | Friday | 26 June | Note 3 |
| Planning Committee | 5.00 p.m. | Tuesday | 7 July | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 11 July | |
| Standards Committee | 10.00 a.m. | Wednesday | 15 July | |
| Licensing and Registration Committee | 6.30 p.m. | Wednesday | 22 July | |
| COUNCILLOR DEVELOPMENT SESSION Planning | 6.00 p.m. | Thursday | 23 July | |
| Cabinet | 10.30 a.m. | Friday | 24 July | Note 4 |
| Human Resources & Council Tax Committee | 7.30 p.m. | Thursday | 30 July | |
| Planning Committee | 5.00 p.m. | Tuesday | 4 August | |
| COUNCIL | 7.30 p.m. | Tuesday | 11 August | Note 5 |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 19 August | |
| Planning Committee | 5.00 p.m. | Thursday | 3 September | Note 6 |
| Resources and Services Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 15 September | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 16 September | |
| Audit Committee | 10.30 a.m. | Thursday | 24 September | |
| COUNCILLOR DEVELOPMENT SESSION Personal Safety | 6.00 p.m. | Thursday | 24 September | |
| Cabinet | 10.30 a.m. | Friday | 25 September | |
| Planning Committee | 5.00 p.m. | Tuesday | 29 September | |
| Community Leadership Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 6 October | |
| COUNCIL | 7.30 p.m. | Tuesday | 13 October | Note 7 |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Thursday | 15 October | |
| Standards Committee | 10.00 a.m. | Wednesday | 21 October | |
| Licensing and Registration Committee | 6.30 p.m. | Wednesday | 21 October | |
| Human Resources & Council Tax Committee | 7.30 p.m. | Thursday | 22 October | |
| Cabinet | 10.30 a.m. | Friday | 23 October | |
| Planning Committee | 5.00 p.m. | Tuesday | 27 October | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 11 November | |
| Cabinet | 10.30 a.m. | Friday | 13 November | |
| COUNCILLOR DEVELOPMENT SESSION Government Finance | 6.00 p.m. | Wednesday | 18 November | |
| COUNCIL | 7.30 p.m. | Tuesday | 24 November | |
| Planning Committee | 5.00 p.m. | Thursday | 26 November | Note 8 |

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| Resources and Services Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 1 December | |
| Community Leadership Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 8 December | |
| Cabinet | 10.30 a.m. | Friday | 11 December | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 16 December | |
| Planning Committee | 5.00 p.m. | Tuesday | 22 December | |

2027

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|---|------------|-----------|-------------|---------|
| Resources and Services Overview & Scrutiny Committee (INFORMAL) | 7.00 p.m. | Tuesday | 5 January | Note 9 |
| Community Leadership Overview & Scrutiny Committee (INFORMAL) | 7.00 p.m. | Wednesday | 6 January | Note 10 |
| COUNCILLOR DEVELOPMENT SESSION IT & Cyber Security | 6.00 p.m. | Tuesday | 12 January | |
| Resources and Services Overview & Scrutiny Committee | 7.30 p.m. | Wednesday | 13 January | Note 11 |
| Community Leadership Overview & Scrutiny Committee | 7.30 p.m. | Thursday | 14 January | Note 12 |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Tuesday | 19 January | |
| Licensing and Registration Committee | 6.30 p.m. | Wednesday | 20 January | |
| COUNCIL | 7.30 p.m. | Tuesday | 26 January | |
| Audit Committee | 10.30 a.m. | Thursday | 28 January | |
| Planning Committee | 5.00 p.m. | Thursday | 28 January | Note 8 |
| Cabinet | 10.30 a.m. | Friday | 29 January | Note 13 |
| COUNCILLOR DEVELOPMENT SESSION Fraud | 6.00 p.m. | Wednesday | 3 February | |
| Standards Committee | 10.00 a.m. | Wednesday | 10 February | |
| COUNCIL (BUDGET AND COUNCIL TAX SETTING) | 7.30 p.m. | Tuesday | 16 February | Note 14 |
| Cabinet | 10.30 a.m. | Friday | 19 February | |
| Planning Committee | 5.00 p.m. | Tuesday | 23 February | |
| Cabinet (PROVISIONAL) | 10.30 a.m. | Wednesday | 24 February | Note 15 |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Thursday | 25 February | |
| Human Resources & Council Tax Committee | 7.30 p.m. | Monday | 1 March | Note 16 |
| Resources and Services Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 2 March | |
| COUNCIL (PROVISIONAL) | 7.30 p.m. | Thursday | 4 March | Note 17 |
| Community Leadership Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 9 March | |
| COUNCILLOR DEVELOPMENT SESSION Role of the Audit Committee | 6.00 p.m. | Wednesday | 10 March | |

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| COUNCIL | 7.30 p.m. | Tuesday | 16 March | |
| Audit Committee | 10.30 a.m. | Thursday | 18 March | |
| Cabinet | 10.30 a.m. | Friday | 19 March | |
| Planning Committee | 5.00 p.m. | Tuesday | 23 March | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 24 March | |
| Licensing and Registration Committee | 6.30 p.m. | Wednesday | 14 April | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 21 April | |
| Planning Committee | 5.00 p.m. | Tuesday | 18 May | |
| Standards Committee | 10.00 a.m. | Wednesday | 19 May | |

2027/2028 MUNICIPAL YEAR

(Provisional dates for meetings in 2027/2028 up until 31 December 2027 – for information only, subject to change)

| Body | Time | Day | Date | Notes |
|--|-------------|------------|--------------|--------------|
| ANNUAL COUNCIL | 7.30 p.m. | Tuesday | 25 May | Note 18 |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Thursday | 27 May | |
| Cabinet | 10.30 a.m. | Friday | 28 May | |
| COUNCILLOR DEVELOPMENT SESSION | 6.00 p.m. | Wednesday | 9 June | |
| Planning Committee | 5.00 p.m. | Tuesday | 15 June | |
| Community Leadership Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 22 June | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 23 June | |
| Audit Committee | 10.30 a.m. | Thursday | 24 June | |
| Cabinet | 10.30 a.m. | Friday | 25 June | |
| Resources and Services Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 29 June | |
| Licensing and Registration Committee | 6.30 p.m. | Wednesday | 7 July | |
| Human Resources & Council Tax Committee | 7.30 p.m. | Thursday | 8 July | |
| Planning Committee | 5.00 p.m. | Tuesday | 13 July | |
| COUNCILLOR DEVELOPMENT SESSION | 6.00 p.m. | Wednesday | 14 July | |
| COUNCIL | 7.30 p.m. | Tuesday | 20 July | |
| Cabinet | 10.30 a.m. | Friday | 23 July | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Tuesday | 27 July | |
| Standards Committee | 10.00 a.m. | Wednesday | 28 July | |
| Planning Committee | 5.00 p.m. | Tuesday | 10 August | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 18 August | |
| Planning Committee | 5.00 p.m. | Tuesday | 7 September | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 15 September | |
| Community Leadership Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 21 September | |
| Resources and Services Overview & Scrutiny Committee | 7.30 p.m. | Wednesday | 22 September | |
| Cabinet | 10.30 a.m. | Friday | 24 September | |
| COUNCIL | 7.30 p.m. | Tuesday | 28 September | |
| Audit Committee | 10.30 a.m. | Thursday | 30 September | |
| Planning Committee | 5.00 p.m. | Tuesday | 5 October | |
| COUNCILLOR DEVELOPMENT SESSION | 6.00 p.m. | Wednesday | 6 October | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 13 October | |

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|--|------------|-----------|-------------|--|
| Human Resources & Council Tax Committee | 7.30 p.m. | Thursday | 14 October | |
| Standards Committee | 10.00 a.m. | Wednesday | 20 October | |
| Licensing and Registration Committee | 6.30 p.m. | Wednesday | 20 October | |
| Cabinet | 10.30 a.m. | Friday | 22 October | |
| Planning Committee | 5.00 p.m. | Tuesday | 2 November | |
| COUNCILLOR DEVELOPMENT SESSION | 6.00 p.m. | Wednesday | 10 November | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 17 November | |
| Cabinet | 10.30 a.m. | Friday | 19 November | |
| COUNCIL | 7.30 p.m. | Tuesday | 23 November | |
| Planning Committee | 5.00 p.m. | Tuesday | 30 November | |
| Resources and Services Overview & Scrutiny Committee | 7.30 p.m. | Monday | 6 December | |
| Community Leadership Overview & Scrutiny Committee | 7.30 p.m. | Tuesday | 7 December | |
| ALL MEMBERS' BRIEFING | 6.00 p.m. | Wednesday | 15 December | |
| Cabinet | 10.30 a.m. | Friday | 17 December | |
| Planning Committee | 5.00 p.m. | Tuesday | 21 December | |

Notes

1. Meeting date was approved by Full Council at its meeting held on 25 November 2025.
2. Meeting date changed from previously provisionally approved date of 22 May 2026 to move the related informal meeting of the Cabinet away from its proximity to the elections now due to be held on 7 May 2026.
3. Meeting date changed from previously provisionally approved date of 19 June 2026 because of the change of date of the formal Cabinet meeting in May 2026 (see Note 2 above) i.e. to keep an even spacing of meetings.
4. Meeting date changed from previously provisionally approved date of 17 July 2026 because of the change of date of the formal Cabinet meeting in May 2026 (see Note 2 above) i.e. to keep an even spacing of meetings.
5. Meeting date changed from previously provisionally approved date of 28 July 2026 because of the addition of a Full Council meeting on 2 June 2026 (see Note 1 above) i.e. to keep an even spacing of meetings. In addition, the draft Structural Changes Order is expected to be laid down in Parliament in July 2026 and therefore this Council meeting will be an opportunity to further update Members.
6. Meeting scheduled for the Thursday as the Monday is a Bank Holiday and that would normally be day that the Planning Committee undertakes its site visits.
7. Meeting date changed from previously provisionally approved date of 22 September 2026 because of the addition of a Full Council meeting on 2 June 2026 (see Note 1 above) i.e. to keep an even spacing of meetings.
8. Meeting scheduled for the Thursday due to a meeting of Full Council being held on the Tuesday of that week.
9. Informal Meeting arranged to allow the Overview & Scrutiny Committee to conduct pre-scrutiny on the Cabinet's Financial Forecast and initial budget and special expenses proposals.
10. Informal Meeting arranged to allow the Overview & Scrutiny Committee to conduct pre-scrutiny on the Council's approach to grants, the relationship between other grant funding organisations and the extent which gaps in funding have been identified and addressed.
11. Extra Meeting arranged to allow the Overview & Scrutiny Committee to consider and then formally comment on the Cabinet's Financial Forecast and initial budget and special expenses proposals.

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Also, to allow the Committee to discuss those proposals with Portfolio Holders. Portfolio Holders are requested to reserve this date in their diaries in the likelihood that the meeting will take place.

12. Extra Meeting arranged to allow the Overview & Scrutiny Committee to consider and then formally comment on the on the Council's approach to grants, the relationship between other grant funding organisations and the extent which gaps in funding have been identified and addressed. Also, to allow the Committee to discuss that approach with relevant Portfolio Holders. Portfolio Holders are requested to reserve this date in their diaries in the likelihood that the meeting will take place.
13. At this meeting Cabinet will approve its final proposals in relation to the Council's Budget and Council Tax precept for 2027/28 for submission to Full Council.
14. Meeting of the Council to approve the Cabinet's budget proposals and set the Council Tax for Tendring District Council but excluding County Council and Police, Crime & Fire Commissioner Council Tax precept calculations.
15. Provisional extra meeting of the Cabinet arranged to allow the Cabinet to meet and consider the Council's objections/amendments to the Budget (which may arise following the Council meeting referred to in note 14 above.)
16. Meeting to formally confirm the County, Fire and Police precepts on the Council's Collection Fund and for each Council Tax band in the parished and unparished areas of the District.
17. Provisional extra meeting of the Council arranged to allow the Council to meet and consider the Cabinet's revised budget proposals or the Cabinet's disagreement with the Council's budget objections (which may arise following the meetings referred to in notes 14 and 15 above).
18. Meeting arranged for this date due to the currently planned District and Parish Council Elections (and now likely Shadow Unitary Authority Elections) on Thursday 6 May 2027.