

Committee Name and Date of Committee Meeting

Council – 04 March 2026

Report Title

Calendar of Meetings for the 2026-27 Municipal Year and Indicative Calendar of Meetings for the 2027-28 Municipal Year

Is this a Key Decision and has it been included on the Forward Plan?

No

Executive Director Approving Submission of the Report

Chris Paddock, Interim Director of Policy, Strategy and Engagement

Report Author(s)

Samantha Mullarkey, Governance Advisor

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Ward(s) Affected

Borough-Wide

Report Summary

In accordance with the Council Procedure Rules (Part 1 – Council Meetings; Section 4 – Budget Council Meeting) this report is to formally approve the calendar of meetings for the 2026-2027 municipal year. Council are also asked to note the indicative calendar of meetings for the 2027-2028 municipal year.

Recommendations

That Council:

1. Approve the Calendar of Meetings for the 2026-2027 municipal year.
2. Note the indicative Calendar of Meetings for the 2027-2028 municipal year.

List of Appendices Included

Appendix 1 Calendar of Meetings for the 2026-2027 municipal year

Appendix 2 Indicative Calendar of Meetings for the 2027-2028 municipal year

Background Papers

[Constitution - Rotherham Council](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

Yes

Exempt from the Press and Public

No

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Calendar of Meetings for the 2026-27 Municipal Year and Indicative Calendar of Meetings for the 2027-28 Municipal Year

1. Background

- 1.1 The procedure rules within the Council's Constitution require that the calendar of meetings be presented at the Budget Council meeting and specifies the type and number of Council meetings to be held within the municipal year.
- 1.2 It is good practice to set meeting dates in advance for the forthcoming year. This approach enables the Council to have robust governance arrangements in place to facilitate informed decision-making.
- 1.3 It also ensures that standard items can be presented to the various Committees, Boards and Panels at the most appropriate times during the year.
- 1.4 Following a request from the Leader of the Council, the indicative calendar of meetings for the 2027-2028 municipal year is also presented for information. This will be presented to Budget Council in 2027 for approval.

2. Key Issues

- 2.1 The Council's Procedure Rules in the Constitution require that the calendar of meetings be presented for approval at the Budget Council meeting. This report is submitted in accordance with that requirement.
- 2.2 The Council's Constitution states that there should be an Annual meeting, a Budget Council meeting, and a minimum of six ordinary Council meetings per year. The proposed schedule of meetings meets that requirement.
- 2.3 The indicative calendar of meetings for the 2027-2028 municipal year is presented for information. This also meets all Constitutional requirements.
- 2.4 If any changes are required to the indicative calendar of meetings for the 2027-2028 municipal year prior to the Budget Council meeting in 2027, these will be highlighted in the report presented to that meeting.

3. Options considered and recommended proposal

- 3.1 No alternative options were considered as Council are required to approve the calendar of meeting for the 2026-2027 municipal year at the Budget Council meeting.
- 3.2 It is useful for Members and Officers to have the indicative calendar of meetings for the 2027-2028 municipal year as this will aid with forward planning.

- 3.3 It is recommended that the Council approve the calendar of meetings for the 2026-2027 municipal year and note the calendar of meetings for the 2027-2028 municipal year.

4. Consultation on proposal

- 4.1 When setting the draft meeting dates, Democratic Services have been mindful to take account of the meeting dates of some of the Council's partner organisations to avoid conflicts where possible.
- 4.2 Consultation has also taken place with officers to ensure that where needed, meeting dates coincide with the Council's statutory reporting requirements.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The determination of the calendar of Council and committee meetings for the ensuing municipal year is a matter for the Council.
- 5.2 The Head of Democratic Services supported by the Governance Manager will be responsible for the implementation of the meetings calendar for 2026-2027.

6. Financial and Procurement Advice and Implications

- 6.1 There are no direct financial or procurement implications associated with this report.

7. Legal Advice and Implications

- 7.1 There are no direct legal implications associated with this report.

8. Human Resources Advice and Implications

- 8.1 There are no direct human resources implications associated with this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 There are no direct implications for children and young people and vulnerable adults associated with this report.

10. Equalities and Human Rights Advice and Implications

- 10.1 There are no direct equalities or human rights implications associated with this report.

11. Implications for CO₂ Emissions and Climate Change

- 11.1 There are no direct implications for CO₂ Emissions and Climate Change associated with this report.

12. Implications for Partners

12.1 There are no direct implications for partners arising from this report.

13. Risks and Mitigation

13.1 There are no risks directly associated with this report.

Accountable Officer(s)

Emma Hill, Head of Democratic Services

Approvals obtained on behalf of:

	Name	Date
Chief Executive	John Edwards	23/02/26
Executive Director of Corporate Services (S.151 Officer)	Judith Badger	23/02/26
Service Director of Legal Services (Monitoring Officer)	Phillip Horsfield	19/02/26
The Director with responsibility for this report	Chris Paddock, Director of Policy, Strategy and Engagement	19/02/26

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