

Title of report	Provisional meeting dates for Council and Committees 2023/2026
Public/Confidential	Public
Summary/purpose of report	To seek approval for the Council, Committee and development session dates for the next three years, in accordance with the rolling programme. This will enable Members and officers to secure dates and to plan ahead.
Recommendations	The Council is asked to approve the dates in the attached table at Appendix 1 for the regular meetings of the Council, Audit and Assurance Committee, Fitness to Practise Committee and Development Sessions for financial years 2023/24, 2024/25 and 2025/26.
Author	Anne Garness, Head of Legal and Corporate Governance
Responsible Officer	Lynn Murray, Interim Director, Finance and Resources
Link to Strategic Plan	<p>The information in this report links to:</p> <p>Outcome 1: People who use services are protected by ensuring the regulated workforce is fit to practise.</p> <p>Outcome 2: The SSSC supports and enhances the development of the registered workforce to deliver high standards of practice and drive improvement.</p> <p>Outcome 3: Our workforce planning activities support employers, commissioners and policy makers to deliver a sustainable, integrated and innovative workforce.</p> <p>Outcome 4: The social work, social care and early years workforce is recognised as professional and regulated and valued for the difference it makes to people's lives.</p>

Link to Risk Register	Risk 3: We fail to meet corporate governance, external scrutiny and legal obligations.
Impact assessments	<ol style="list-style-type: none"> 1. An Equalities Impact Assessment (EIA) was not required. 2. A Data Protection Impact Assessment (DPIA) was not required. 3. A Sustainability Impact Assessment (SIA) was not required.
Documents attached	Appendix 1: proposed dates of formal Council, Audit and Assurance Committee, Fitness to Practise Committee meetings and Development Sessions
Background papers	None

EXECUTIVE SUMMARY

1. In accordance with Standing Order 11 in the Code of Corporate Governance the Council must approve a provisional calendar of meetings which we then publish on the SSSC website before the start of the calendar year. Before 2019, we had a three-year rolling meetings programme to assist in planning business in advance and to enable confirmation of meetings in diaries of Members and officers. Since 2019 as we changed from a March, June, October, January schedule of meetings, we have set only one year in advance. This does present difficulties in planning and diary management and this report proposes we revert to the three-year rolling programme of meetings.

PROPOSED DATES

2. The proposed dates for Council and Committee meetings and development sessions for 2023 - 2026 are set out in Appendix 1. It contains the proposed dates for formal meetings of the Council, Committees and the development sessions for finance years 2023/24, 2024/25 and 2025/26. These dates are consistent with the current pattern which allows Members to consider the matters included within the Assurance Report at the earliest date.
3. We have included dates for special meetings to consider the annual budget and the Annual Report and Accounts and dates for quarterly development sessions for Members and the triennial meeting of the Fitness to Practise Committee.
4. We invite Council to consider the dates and agree the schedule of meetings and development sessions.

CONSULTATION

5. We consulted with Strategy and Performance Directorate staff to ascertain the dates for the finalised Assurance Reports.

RISKS

6. We have an averse risk appetite towards governance matters. There are no risks arising from the recommendation in this report.

IMPLICATIONS

Resourcing

7. We include the estimated costs of holding the scheduled meetings within the budget each year.

Compliance

8. It is important that the SSSC is a well governed organisation. The proposal in this report ensure that the SSSC continues to act within its corporate governance remit. There are no specific legal implications.

IMPACT ASSESSMENTS

Equalities

9. We have not carried out an equality impact assessment as the recommendation in this report has no impact on those with protected characteristics.

CONCLUSION

10. The Council is asked to approve the cycle of provisional future meeting and development session dates for 2023/24, 2024/25 and 2025/26.