

## CALENDAR OF COUNCIL MEETINGS 2024/25

Committee	Start at (B)	2024								2025				
		May (G)	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May (G)
Cabinet	6.00pm	13	3	1		2	7	4	2	13	3 24 <sup>(E)</sup>	3 31		12
Council	6.00pm	22 <sup>(A)</sup>		17			16			29 <sup>(D)</sup>		5 <sup>(C)</sup>		21 <sup>(A)</sup>
Dover Joint Transportation Advisory Board	6.00pm			25		12			12			20		
Governance Committee	6.00pm		27			26			5			27		
Licensing Committee	varies <sup>(I)</sup>	22 <sup>(K)</sup>		17			16			29		5		
Overview and Scrutiny Committee	6.00pm	20	10	8		9	14	11	9	20	10	10	7	19
Planning Committee	6.00pm	16	13	11	29	19	24	21	19	16	13	13	3	15
Regulatory Committee	10.00am		4 25	23		24	15	26	10	28	25	25	1	20
Joint Health, Safety & Welfare Consultative Forum Joint Staff Consultative Forum <sup>(F) (J) (L)</sup>	2.30pm			3			2			15			2	
Publication Date for the Notice of Forthcoming Key Decisions <sup>(H)</sup>	N/A	1 31			2	6	4	1	12	3, 24 & 31	28		10	

### Footnotes

<p>(A) Denotes the Annual General Meeting of the Council.</p> <p>(B) All meetings generally commence at the times indicated but are subject to change.</p> <p>(C) Denotes Budget setting meeting</p> <p>(D) Denotes Council Tax Base setting meeting</p> <p>(E) Cabinet meeting to receive recommendations from scrutiny on the budget</p> <p>(F) Denotes that these meetings are not open to the public.</p> <p>(G) Elections will be held that month. The Police and Crime Commissioner elections will be held in May 2024 and the Kent County Council elections will be held in May 2025.</p>	<p>(H) This is not a committee meeting but the date of the publication of the Notice of Forthcoming Key Decisions.</p> <p>(I) Licensing Committee start times to be agreed with the Chairman depending on the business to be conducted.</p> <p>(J) Meetings are only held as required. The meetings of the Joint Staff Consultative Forum will be held immediately upon the rising of the Joint Health, Safety and Welfare Consultative Forum if both are called.</p> <p>(K) The Licensing Committee is required to appoint a number of Sub-Committees to conduct hearings. The meetings of the Licensing Sub-Committees are only held as required.</p> <p>(L) These meetings are held remotely on Microsoft Teams</p>
--	--

**These meetings will be held at the Council Offices, White Cliffs Business Park, Dover CT16 3PJ unless otherwise indicated**

## CALENDAR OF COUNCIL MEETINGS 2024/25

### Access to Meetings and Information

Members of the public are welcome to attend meetings of the Council, Cabinet, Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.

All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is step free access via the Council Chamber entrance and an accessible toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.

Agenda papers are published five clear working days before the meeting and all agendas, reports and minutes can be viewed and downloaded from our website [www.dover.gov.uk](http://www.dover.gov.uk). Alternatively, a limited supply of agendas will be available at the meeting, free of charge.

All publicly available agenda papers and minutes are available on the Council's website for inspection for a period of six years from the date of the meeting.

In addition to the Council's website, agendas and minutes can be downloaded to an Apple iPad, Android Device or Windows Device using the modern.gov App from the appropriate App Store and selecting Dover District Council from the list of authorities.

The reporting of meetings by social media, photography and/or use of audio/visual recording devices is permitted at Council, Cabinet and Committee meetings that are open to the public in accordance with the provisions of the Openness of Local Government Bodies Regulations 2014.

The Council broadcasts some of its meetings in accordance with its adopted policy. To facilitate the broadcast of meetings there have been cameras set up in the Council Chamber that communicate with Microsoft Teams Live. This enables meetings held in the Council Chamber to be broadcast for public viewing through the Council's website. These meetings are only available for viewing live and the Council does not retain copies of the broadcast.

### Public Speaking and Governance Arrangements

The Council has adopted arrangements for public speaking at Planning Committee and Overview and Scrutiny Committee. There are also arrangements for asking questions on notice at ordinary meetings of the full Council. Requests to speak at meetings where public speaking is permitted should be sent to:

**Planning Committee:** [publicspeaking@dover.gov.uk](mailto:publicspeaking@dover.gov.uk)

**Council:** [councilquestions@dover.gov.uk](mailto:councilquestions@dover.gov.uk)

**Overview and Scrutiny Committee:** [speakingatscrutiny@dover.gov.uk](mailto:speakingatscrutiny@dover.gov.uk)

If you require any further information about the contents of a committee agenda, your right to gain access to agendas and minutes held by the Council or have questions concerning the arrangements for public speaking, please contact a member of the Democratic Services team.

The Strategic Director (Governance & Regulatory) is Louise May.

Rebecca Brough

Head of Corporate Services and Democracy

Telephone: (01304) 872304

Email: [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk)

Kate Batty-Smith

Democratic Services Officer

Telephone: (01304) 872303

Email: [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk)

Jemma Duffield

Democratic Services Officer

Telephone: (01304) 872305

Email: [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk)