

BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO THE ANNUAL MEETING OF COUNCIL

15 MAY 2013

REPORT OF THE MONITORING OFFICER

PROPOSED PROGRAMME OF ORDINARY MEETINGS OF THE COUNCIL AND COUNCIL COMMITTEES

1. Purpose of Report.

- 1.1 The purpose of this report is to propose a programme of ordinary meetings of the Council and Council Committees for the municipal year May 2013 - May 2014, for approval.

2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 The meetings of Council provide a forum of participation and debate to progress the Corporate Plan and other Corporate priorities.

3. Background.

- 3.1 The approval of the programme of ordinary meetings of Council and Council Committees is required in accordance with the Council's Constitution.

4. Current situation / proposal.

- 4.1 The proposed programme of ordinary meetings of Council for the municipal year May 2013 - May 2014 is as follows, and includes both the date of the meeting to consider the Budget, and the Annual meeting:-

2013	2014	
29 May	08 Jan	
03 Jul	05 Feb	
24 Jul	19 Feb	(Extraordinary Meeting - Budget)
18 Sep	05 Mar	
16 Oct	02 Apr	
13 Nov	30 Apr	
11 Dec	14 May	(Annual Meeting)

- 4.2 Meetings have been scheduled to achieve a 28 day cycle wherever possible, however there will be no meeting of Council in August 2013, due to the summer and school holiday periods.

- 4.3 As agreed by Council at its Annual Meeting in 2012, each of the above

meetings will be held on a Wednesday commencing at 3.00pm, with the exception of the meeting which will consider the Budget and Council Tax Precept and the Council's Annual Meeting, both of which will start at 2.00pm.

- 4.4 A proposed programme of Council Committee meetings at **Appendix 1**, also requires the approval of Council. This schedule was developed in accordance with the outcomes of the "survey of meeting timings" undertaken in 2012. The draft programme of meetings has previously been circulated to Political Group Leaders, Overview and Scrutiny Chairpersons, CMB, Heads of Service, and lead officers of each of the Committees, Sub-Committees and Panels, for comment. Provisional appointments have been placed in Members' electronic calendars but will be updated as necessary when the schedule is approved.
- 4.5 Council is asked to note the meeting dates for Cabinet, Cabinet Committees, and Cabinet's Joint Committees which are included in Appendix 1 for completeness.

5. Effect upon Policy Framework & Procedure Rules.

- 5.1 There will be no direct effect on the Policy Framework, but the approval of the programme of ordinary meetings of Council and Council Committees for the municipal year, is required in accordance with the Council's Constitution.

6. Equality Impact Assessment.

- 6.1 There are no equality implications regarding this report.

7. Financial Implications.

- 7.1 There are no financial implications in respect of this report.

8. Recommendation.

- 8.1 Council is requested to:-
- a. Approve the proposed programme of Council meetings as set out in paragraph 4.1 of this report;
 - b. Approve the proposed programme of meetings of Council Committees set out in Appendix 1 to this report;
 - c. Note the dates of Cabinet, Cabinet Committees and Cabinet's Joint Committees which are also set out in Appendix 1 to this report, for information purposes.

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22 April 2013

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Background documents

None were used in the production of this report