

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**REPORT TO THE ANNUAL MEETING OF COUNCIL**

**30 SEPTEMBER 2020**

**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 October 2020 - April 2021 for approval and to note the programme of meetings for the municipal year May 2021 – April 2022.

**2. Connection to corporate well-being objectives / other corporate priorities**

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-

1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions for all people in the county.
2. **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
3. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council’s well-being objectives.

**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 October 2020 - April 2021 is set out below and includes the date of the meeting to consider the Budget (24 February 2021). It should be noted however, that the date of the Budget Council meeting could be subject to change, depending on the timeline of the Welsh Government Local Government Settlement:

<u>2020</u>	<u>2021</u>
21 Oct 20	20 Jan 21
18 Nov 20	10 Feb 21
16 Dec 20	24 Feb 21
	10 Mar 21
	7 Apr 21

4.2 As agreed by Council at its Annual Meeting in 2012, each Council meeting will be held on a Wednesday commencing at 3.00pm. The Annual Meeting of Council for the next municipal year has been included in the programme of meetings for 2021/22 and will be held on 19 May 2021.

4.3 In order to assist with future planning, a draft programme of meetings for the 2021/22 Municipal Year is attached at **Appendix 2** for noting. This programme may be subject to some further minor amendments, prior to it being approved by next year's Annual Meeting of Council.

4.4 Council is asked to note the meeting dates for Cabinet, Cabinet Committees, and the Coychurch Crematorium Joint Committee 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. Well-being of Future Generations (Wales) Act 2015 implications

7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- Long-term - The approval of the Programme of meetings for 2020/21 and the noting of the Programme of meetings for 2021/22, will assist in the long term planning of the business of the Council in both the short-term and in the long-term.
- Prevention - The early planning of the programme of meetings for 2021/22 allows for the advance planning of the business of the Council and Committees.
- Integration - The report supports all the wellbeing objectives.
- Collaboration - Consultation has taken place with the Corporate

Management Board, Heads of Service, key Members and lead officers of each of the Committees, Sub-Committees and Panels on the proposed programme of meetings.

- Involvement - Advance public notice of the Programme of meetings will ensure that the public and stakeholders can engage in Council and Committee meetings. Agendas and minutes of all public meetings will be available, including in the Welsh language in compliance with the Welsh Language Standards.

## **8.1 Financial implications.**

8.1 There are no financial implications in respect of this report.

## **9. Recommendation.**

9.1 Council is recommended to:-

- a. Approve the proposed programme of Council meetings for 2020/21 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 provisional draft programme of meetings of Council and Council Committees for 2021/22 set out in **Appendix 2** to this report;
- d. Note the dates of Cabinet, Cabinet Committees and the Coychurch Crematorium Joint Committee which are also set out in **Appendix 1 and 2** to this report, for information purposes.

**K Watson**

**Chief Officer – HR, Legal & Regulatory Services and Monitoring Officer**

**11 September 2020**

**Contact Officer: Mark Galvin**  
Senior Democratic Services Officer - Committees

**Telephone:** (01656) 643148

**E-mail:** **Postal Address:**  
Democratic Services - Committees  
Bridgend County Borough Council,  
Civic Offices,  
Angel Street,  
Bridgend  
CF31 4WB

**Background documents:** None.