

BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO THE ANNUAL MEETING OF COUNCIL
18 MAY 2022

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 May 2022 - April 2023 for approval and to note the proposed programme of meetings for the municipal year May 2023 – April 2024.

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 May 2022 - April 2023 is set out below. The programme includes the date of the meeting to consider the Budget (1 March 2023). 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. Any changes to the date of the Budget Council or any other Council meeting, including cancellations, will be

approved by the Mayor, following consultation with the Group Leaders and the Monitoring Officer:

2022	2023
15 Jun 22	18 Jan 23
20 Jul 22	8 Feb 23
14 Sep 22	1 Mar 23
19 Oct 22	15 Mar 23
16 Nov 22	12 Apr 23
14 Dec 22	

- 4.2 Provisional appointments will be placed in the Members electronic calendar and expanded as necessary to all individual Members' calendars when the schedule is approved and as soon as the composition of all Council bodies is known, based on the political balance of the Authority.
- 4.3 Under the Local Government (Wales) Measure 2011, the Council is required to undertake a survey of the timings of all Committee meetings as soon as possible in a new term of office. It is proposed that the survey will be carried out imminently, with the outcomes of this reported back to Council in July with implementation to take effect from September. Therefore, whilst the dates of Committee meetings are shown in the attached Appendices, the timings of these will be added following the outcome of this survey.
- 4.4 However, as there are a number of statutory or regulatory Committees taking place before the June Council meeting, as follows, it is proposed that these be scheduled at the times they were held in the last term of office:-
- Licensing Committee – 25 May 2022 - 10:00am
Development Control Committee – 26 May 2022 – 2:00pm
Licensing Sub-Committee A – 7 June 2022 – 10:00am
- 4.5 In order to assist with future planning, a draft programme of meetings for the 2023/24 Municipal Year is attached at **Appendix 2** for noting. This programme may be subject to some further amendments, prior to it being approved at next year's Annual Meeting of Council.
- 4.6 Council is asked to note the meeting dates for Cabinet, any Cabinet Committees, and the Coychurch Crematorium Joint Committee which are included in **Appendix 1** for completeness.

5. Effect upon policy framework and 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 Act 2010 implications

- 6.1 The protected characteristics identified within the Equality Act 2010, Socio-economic Duty and the impact on the use of the Welsh language have been

considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of 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:

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| Long-term | - | The approval of the Programme of meetings for 2022/23 and the noting of the Programme of meetings for 2023/24, 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 drafting of the programme of meetings for 2023/24 allows for the advance planning of the business of the Council and its Committees. |
| Integration | - | The report supports all the well-being objectives. |
| Collaboration | - | Consultation has taken place with the Corporate Management Board, 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. Financial implications

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

9. Recommendations

9.1 Council is recommended to:-

- a. Approve the proposed programme of Council meetings for 2022/23 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 2023/24 set out in **Appendix 2** to this report;

- d. Note the dates of Cabinet, any Cabinet Committees and the Coychurch Crematorium Joint Committee which are also set out in **Appendix 1 and 2** to this report, for information purposes.
- e. Note that the timings of meetings shown in **Appendix 1 and 2** will be confirmed upon the outcome of the Timings of Meetings survey to be undertaken by Members and further reported to Council.

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May 2022

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Background documents: None