

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO THE ANNUAL MEETING OF COUNCIL

17 MAY 2023

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 2023 - April 2024 for approval and to note the proposed Programme of Meetings for the municipal year May 2024 – April 2025.

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 2023 - April 2024 is set out below. The programme includes the date of the meeting to consider the Budget (28 February 2024). 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:

2023	2024
21 Jun 23	17 Jan 24
19 Jul 23	7 Feb 24
20 Sep 23	28 Feb 24
18 Oct 23	13 Mar 24
22 Nov 23	17 Apr 24
20 Dec 23	

- 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.
- 4.3 In order to assist with future planning, a draft Programme of Meetings for the 2024-25 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.
- 4.4 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:

Long-term	-	The approval of the Programme of Meetings for 2023-24 and the noting of the Programme of Meetings for 2024-25, 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 2024-25 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 and key officers 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 imposed upon the Authority.

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 2023-24 set out in paragraph 4.1 of this report;
- b. Approve the proposed Programme of Meetings of Council Committees for 2023-24, set out in **Appendix 1** to this report;
- c. Note the provisional draft Programme of Meetings of Council and Council Committees for 2024-25 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.

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May 2023

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Background documents: None