

Meeting of:	ANNUAL COUNCIL
Date of Meeting:	15 MAY 2024
Report Title:	PROPOSED PROGRAMME OF MEETINGS OF THE COUNCIL AND COUNCIL COMMITTEES
Report Owner / Corporate Director:	CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, HR AND CORPORATE POLICY
Responsible Officer:	MARK GALVIN – SENIOR DEMOCRATIC SERVICES - COMMITTEES
Policy Framework and Procedure Rules:	There is no effect upon the policy framework and procedure rules.
Executive Summary:	To seek the approval of Annual Council on suggested dates of Council and Council Committees for the year 2024-2025.

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 2024 – April 2025 for approval and to note the draft proposed Programme of Meetings for the municipal year 2025-2026.

2. Background

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

3. Current situation / proposal

- 3.1 The proposed Programme of ordinary Meetings of Council for May 2024 - April 2025 is set out below. The programme includes the date of the meeting to consider the Budget (26 February 2025). 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, or reported verbally to Council by way of an announcement:

2024

26 Jun
24 Jul
25 Sept
23 Oct
20 Nov

2025

15 Jan
5 Feb
26 Feb
12 Mar
9 Apr

- 3.2 Provisional appointments will be placed in the Members electronic calendar and expanded as necessary to all individual Members' calendars when the schedule is approved.
- 3.3 In order to assist with future planning, a Programme of Meetings for the 2025-26 Municipal Year is attached at Appendix 2 for noting. This programme is in draft format at present and therefore, may be subject to some further amendments, prior to it being approved at next year's Annual Meeting of Council.
- 3.4 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.
- 4. Equality implications (including Socio-economic Duty and Welsh Language)**
- 4.1 The protected characteristics identified within the Equality Act, 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. This is an information report, therefore it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.
- 5. Well-being of Future Generations Implications and Connection to Corporate Well-being Objectives**
- 5.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.
- 6. Climate Change Implications**
- 6.1 There are no Climate Change Implications from this report.
- 7. Safeguarding and Corporate Parent Implications**
- 7.1 There are no Safeguarding and Corporate Parent Implications from this report.
- 8. Financial Implications**
- 8.1 There are no financial implications in relation to this report.

9. Recommendations:

9.1 Council is recommended to:-

- a. Approve the proposed Programme of Council meetings for 2024-2025 set out in paragraph 3.1 of this report;
- b. Approve the proposed Programme of Meetings of Council Committees for 2024-2025, set out in Appendix 1 to this report;
- c. Note the provisional draft Programme of Meetings of Council and Council Committees for 2025-2026, 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.

Background documents:

None