

PROGRAMME OF MEETINGS 2024/2025

REPORT OF: DIRECTOR OF RESOURCES AND ORGANISATIONAL DEVELOPMENT
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Wards Affected: All
Key Decision No
Report to Council – 27 March 2024

Purpose of Report

1. This report sets out a provisional Programme of Meetings for 2024/2025 for approval by Council.

Recommendations

2. **Council is recommended to approve the provisional Programme of Meetings at Appendix 1.**
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Background

3. Each year the Council sets a Programme of Meetings, as attached at Appendix 1. The programme has been prepared taking into consideration the requirements set out in the Constitution and the anticipated business to be considered by Committees over the coming year.
4. Council is asked to consider the provisional programme in March as it will allow for the programme of dates to be published online for transparency and business planning purposes, before formal ratification at Annual Council. It is recognised that Councillors' diaries are busy and agreeing on a provisional programme earlier will enable all participants proper notice to plan their time.
5. Appendix 2 sets out how the meetings are distributed across the year for ease of reference. The Cabinet Grants panel is now proposed to be on the same day as Cabinet itself to ensure efficient use of resources.
6. The Constitution review group has begun the annual review process and any recommendations will be reflected in the final report brought to Annual Council.
7. To maintain a continuous development programme, Member Development Learning sessions are allocated every month throughout the year (with the exception of August and December). Content for these sessions will be developed separately and communicated through the Member Information Service. Dates may be subject to change based on requirements.
8. All public meetings continue to be live-streamed for the public to view.

Risk Management Implications

9. Should additional meetings be required as the year progresses, there is scope for them to be included in the programme subject to the agreement of the Chairman.

Equality and Customer Service Implications

10. The streaming of Council meetings live (and the ability to watch at a later stage) provides accessibility to those who wish to observe the meeting and may not be in a position to travel to the Council Offices.

Other Material Implications

11. This report has no other material implications.

Sustainability Implications

12. Livestreamed meetings minimise the need for those observing to travel.

Financial and Other Material Implications

13. This report has no financial implications.

Background Papers

14. None.

Appendices:

Appendix 1 – Programme of meetings 2024/25

Appendix 2 – Table of Meetings 2024/25