

Gloucester City Council

Meeting:	Council	Date:	25 January 2024
Subject:	Programme of Meetings, May 2024-April 2026		
Report Of:	Policy and Governance Manager		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Tanya Davies, Policy and Governance Manager		
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Appendices:	1. Draft Programme of Meetings, May 2024-April 2026		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To approve a two-year programme of ordinary meetings of Council and other meetings for the period of May 2024 to April 2026.

2.0 Recommendations

- 2.1 Council is asked to **RESOLVE** that, subject to any further changes, the two-year programme of ordinary meetings of Council and other meetings for the period of May 2024 to April 2026 be approved.

3.0 Background and Key Issues

- 3.1 The Council is required to agree a programme of meetings on an annual basis and the draft programme is attached as Appendix 1.
- 3.2 The Council approves a two-year programme each year in order to provide the Council and Councillors with adequate notice of meetings. As such, this programme contains 12 months of dates that have previously been approved and 12 months of new dates.
- 3.4 It is important to retain the flexibility to amend the first year of a two-year programme, because dates for events and meetings of other organisations that impact on the Council's own programme are often not available until 12 months in advance. The only change proposed for the first 12 months of the programme is to remove the Cabinet Briefing/Overview and Scrutiny Committee/Cabinet cycle at the end of April 2025 to reflect the pre-election period for the 2025 County Council elections as has become standard practice.

4.0 Social Value Considerations

- 4.1 There are no social value considerations.

5.0 Environmental Implications

5.1 There are no environmental implications.

6.0 Alternative Options Considered

6.1 All available options for the scheduling of meetings were considered when compiling the programme.

7.0 Reasons for Recommendations

7.1 To agree the programme of ordinary meetings of Council and other meetings for the period of May 2024 to April 2026.

8.0 Future Work and Conclusions

8.1 By approving a two-year programme of ordinary meetings several months in advance of the start of the timetable, Members and other interested parties can plan ahead and the business of the Council can be transacted more efficiently and effectively.

8.2 Following approval, the dates of meetings will be added to the Council's website. Invitations to the first 12 months of meetings will be sent to Members after Annual Council in May to take account of any changes following the City Council elections.

9.0 Financial Implications

9.1 There are no financial implications arising from this report.

(Financial Services have been consulted in the preparation this report.)

10.0 Legal Implications

10.1 By approving the programme of ordinary meetings the Council is fulfilling a constitutional requirement.

(One Legal have been consulted in the preparation this report.)

11.0 Risk & Opportunity Management Implications

11.1 There are no risks arising from this report.

12.0 People Impact Assessment (PIA) and Safeguarding:

12.1 Not applicable.

13.0 Community Safety

13.1 There are no community safety implications.

14.0 Staffing & Trade Union

14.1 There are no staffing or trade union implications.

Background Documents: None