



Borough of Telford and Wrekin

Annual Council Meeting

Thursday 23 May 2024

Programme of Ordinary Meetings of the Council 2024/25 – 2025/26

Cabinet Member:	Cllr Shaun Davies – Leader of the Council
Lead Director:	Anthea Lowe - Director: Policy & Governance
Service Area:	Policy & Governance
Report Author:	Paige Starkey – Senior Democracy Officer (Scrutiny)
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Wards Affected:	All Wards
Key Decision:	Not Key Decision
Forward Plan:	Not Applicable

1.0 Recommendations for decision/noting:

It is recommended that Full Council:-

- 1.1 notes and approves the programme of ordinary meetings of the Council for the 2024/25 and 2025/26 municipal year, as shown at Appendix A.

2.0 Purpose of Report

- 2.1 This report sets out the proposed schedule for the programme of ordinary meetings of the Council including meetings of Cabinet and Committees and/or Boards for the 2024/25 and 2025/26 municipal year.

3.0 Background

- 3.1 As Members will be aware, a detailed schedule of ordinary meeting dates for Full Council, Cabinet and Committees and/or Boards is submitted for approval at each Annual Council meeting.
- 3.2 The publication of a comprehensive schedule of dates ensures elected Members, officers and residents have clear expectations as to when Council, Cabinet and

Committees and/or Boards will meet to enable them to attend and raise matters for consideration.

4.0 Summary of main proposals

- 4.1 The proposed schedule for the programme of ordinary meetings of the Council including meetings of Cabinet and Committees and/or Boards for the 2024/25 and 2025/26 municipal year, are shown at Appendix A.
- 4.2 Group Leaders and Senior Officers of the Council have been consulted on the proposed schedule of meetings.
- 4.3 Should circumstances dictate that any extraordinary meetings of the Council are required to urgent business in addition to the proposed schedule for the programme of ordinary meetings, as shown at Appendix A, then these will be arranged as necessary.
- 4.4 In accordance with the Constitution, unless especially called together at the request of the Chair of the Committee, for the purpose of considering urgent business or for nominating members to Committees, no Committee and/or Board shall hold any unscheduled meetings in the month of August with the exception of Planning and Licensing Committees.

5.0 Alternative Options

- 5.1 A number of alternative dates were considered during the consultation process with Group Leaders and Senior Officers of the Council.
- 5.2 Council could choose not to implement the two year programme of ordinary meetings, however for the reasons set out within the report it would appear sensible for Council to do so in order for it to carry out its business effectively.

6.0 Key Risks

- 6.1 There are no risks associated with the recommendations contained within this report.

7.0 Council Priorities

- 7.1 The recommendations in this report are aligned with the Council priority to be a community-focussed, innovative Council providing efficient, effective and quality services.

8.0 Financial Implications

- 8.1 There are no direct financial implications arising from this report.

9.0 Legal and HR Implications

- 9.1 There are no direct legal or HR implications arising from this report.

10.0 Appendices

A Programme of Ordinary Meetings of Council 2024/25 – 2025/26

11.0 Report Sign Off

Signed off by	Date sent	Date signed off	Initials
Legal	14/05/24	16/05/24	AL
Finance	16/05/24	16/05/24	MB