

<b>Council/Committee:</b>	Full Council
<b>Report Title</b>	Schedule of Full Council and Committee meetings 2025/26 and 2026/27
<b>Date of Meeting</b>	13 May 2025
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<b>Wards Affected</b>	N/A
<b>Appendices (if any)</b>	1. Programme of meetings 2025-26, 2026-27

## 1. Executive Summary

- 1.1 This report sets out the programme of meetings over two municipal years; 2025/26 and 2026/27.

## 2. Recommendations

For the reasons set out in the report, it is recommended that Full Council:

- 2.1 Approve the proposed Schedules of Dates for Council, Cabinet and Committee meetings for 2025/26 and 2026/27 as set out in Appendix 1.
- 2.2 Approve arrangements that any subsequent requests for changes to scheduled meeting dates or additional meetings be submitted in writing for consideration by Group Leaders and Whips following consultation with Chairs of relevant Committees or Scrutiny Board(s).
- 2.3 Note that additional dates for development sessions beyond those scheduled will be circulated as required.

## 3. Proposals – Reasons for the recommendations

- 2.4 The Council sets a timetable of meetings for each municipal year, to enable the meetings to be diarised and widely publicised. The primary goals of the committee meeting programme are as follows:

- **Enhanced Decision-Making:** Providing a consistent forum for discussion and decisions on critical organisational issues.
- **Progress Tracking:** Ensuring the timely monitoring and review of ongoing projects, initiatives, and strategies.
- **Collaboration and Engagement:** Fostering stronger collaboration and communication between committee members and relevant stakeholders.
- **Accountability:** Encouraging greater accountability through regular, scheduled check-ins and updates.

2.5 Whilst approval of the programme is normally undertaken on an annual basis, given the Council is in the process of promoting more streamlined, efficient and effective decision making arrangements and to support the launch of report writing workflow within its committee management system that sees reports being written within the Modern.Gov system, it is imperative that officers, whilst using this functionality, are able to forward plan and scrutiny board meetings to schedule items for decisions.

2.6 The benefits of implementing a two-year programme of committee meetings include:

- **Continuity:** A long-term plan provides a consistent structure for ongoing discussions and ensures no important topic is overlooked.
- **Strategic Alignment:** Regular meetings help ensure all actions and decisions are aligned with the Council's strategic aims.
- **Efficiency:** Scheduling in advance allows members to plan accordingly, minimising last-minute disruptions and promoting better time management.
- **Impact Tracking:** The long duration allows for evaluation and adjustments to strategies based on long-term outcomes and feedback.

3.4 It is therefore proposed to approve a two-year programme of committee meetings from 2025-2027.

#### 4. Alternative Options Considered

4.1 The Council could continue to approve an annual programme of meetings in May of every year; however, this prevents forward planning and publication of key committee dates to work towards. The proposal will ensure a more forward-thinking authority that can plan and identify key dates for decision making.

#### 5. Consultation

5.1 No consultation required.

## **6. Financial Implications**

- 6.1 There are no financial implications associated with the proposals.

## **7. Legal and Governance Implications**

- 7.1 The proposals will strengthen decision making and governance within the Council.

## **8. Risks**

- 8.1 There are no risks associated with the proposal.

## **9. Equality and Diversity Implications (including the public sector equality duty)**

- 9.1 There are no equality or diversity impact as a result of the proposal.

## **10. Other Relevant Implications**

- 10.1 There are no other implications arising directly from this report.

## **11. Background Documents**

- 11.1 No background documents.

## **12. How does this deliver the objectives of the Strategic Themes?**

- 12.1 The Council's decision-making structures are designed to support the delivery of Sandwell's Corporate Plan and the following Strategic Aims:-
- Growing up in Sandwell
  - Living in Sandwell
  - Healthy in Sandwell
  - Thriving Economy in Sandwell
  - One Council One Team Approach.