

# Report of the Interim Director of Legal & Governance to the meeting of Executive to be held on Tuesday 6 February 2024

**AF**

---

## **Subject:**

**MEETINGS OF COUNCIL AND THE EXECUTIVE 2024/25**

## **Summary statement:**

**This report recommends a schedule of ordinary meetings for Council and the Executive for the Municipal Year 2024/25**

**EQUALITY & DIVERSITY: None**

---

Jason Field  
Interim Director of Legal &  
Governance

Report Contact: Yusuf Patel  
Phone: 07970 411923  
E-mail: [yusuf.patel@bradford.gov.uk](mailto:yusuf.patel@bradford.gov.uk)

**Portfolio:**

**Leader of Council**

**Overview & Scrutiny Area:**

**Corporate**

## **1. SUMMARY**

- 1.1 The Executive is asked to consider a proposed schedule of ordinary meetings for Council and the Executive for the municipal year 2024/25.

## **2. BACKGROUND**

- 2.1 Paragraph 4.1 of Part 3D of the Constitution - Executive Procedure Rules provides that the Executive may agree and publish a schedule of meetings and make a recommendation to the Council on dates for ordinary meetings of the Council for the municipal year prior to the commencement of that municipal year.
- 2.2 The suggested schedule of meetings for the Council and the Executive is set out in the appendix to this report.

## **3. OTHER CONSIDERATIONS**

- 3.1 Part 1 of Schedule 12 to the Local Government Act 1972 provides that: -
  - (1) A principal Council shall in every year hold an annual meeting.
  - (2) The annual meeting of a principal Council shall be held (a) in a year of ordinary elections of Councillors to the Council, on the eighth day after the day of retirement of Councillors or such other day within the 21 days immediately following the day of retirement as the Council may fix; and (b) in any other year, on such day in the month of March, April or May as the Council may fix.
- 3.2 In recommending this schedule of meetings, account has been taken of Bank and School Holidays, Party Conferences and religious festivals.

## **4. FINANCIAL & RESOURCE APPRAISAL**

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

## **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

There are no significant risks arising out of the implementation of the proposed recommendations.

## **6. LEGAL APPRAISAL**

- 6.1 The relevant legal considerations are set out in paragraph 3.1 of this report.

**7. OTHER IMPLICATIONS**

**7.1 SUSTAINABILITY IMPLICATIONS**

None

**7.2 TACKLING THE CLIMATE EMERGENCY IMPLICATIONS**

None

**7.3 COMMUNITY SAFETY IMPLICATIONS**

None

**7.4 HUMAN RIGHTS ACT**

None

**7.5 TRADE UNION**

None

**7.6 WARD IMPLICATIONS**

None

**7.8 IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE**

None

**7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT**

None

**8. NOT FOR PUBLICATION DOCUMENTS**

None

**9. OPTIONS**

None

## **10. RECOMMENDATIONS**

- 10.1 That the schedule of meetings of the Executive for 2024/25 as set out in appendix 1 to this report be approved.
- 10.2 That it be a recommendation to the annual meeting of Council that the ordinary meetings of Council for 2024/25 as set out in appendix 1 to this report be approved.

## **11. APPENDICES**

- 11.1 Appendix 1 – schedule of meetings of Council and the Executive for 2024/25.

## **12. BACKGROUND DOCUMENTS**

None

**COUNCIL AND EXECUTIVE DATES 2024/25**

<b>COUNCIL (Tue)</b>	<b>EXECUTIVE (Tue)</b>
9 July 2024	4 June 2024
15 October	2 July
10 December	3 September
21 January <b>2025</b>	1 October
20 February ( <b>Thursday Budget</b> )	5 November
11 March	3 December
20 May (AGM) <b>Meeting starts at 1000</b>	7 January <b>2025</b>
	4 February
	18 February ( <b>Budget</b> )
	4 March
	1 April