

Meeting of:	<b>Cabinet</b>
Date of Meeting:	<b>Thursday, 20 February 2025</b>
Relevant Scrutiny Committee:	No Relevant Scrutiny Committee
Report Title:	Timetable of Meetings: May 2025 to May 2026
Purpose of Report:	To consider a draft timetable of meetings for the period May 2025 to May 2026
Report Owner:	Executive Leader and Cabinet Member for Performance and Resources
Responsible Officer:	Karen Bowen, Principal Democratic Services and Scrutiny Officer
Elected Member and Officer Consultation:	<p>No consultation with Ward Members is required</p> <p>Tom Bowring - Director of Corporate Resources</p> <p>Mark Thomas - Head of Regional Internal Audit Services</p> <p>Matt Bowmer - Head of Finance / S151 Officer</p> <p>Ian Robinson - Head of Sustainable Development</p> <p>Helen Picton - Head of Shared Regulatory Services</p> <p>James Langridge-Thomas – Head of Democratic Services</p>
Policy Framework:	This is a matter for Executive decision by Cabinet
Executive Summary:	<ul style="list-style-type: none"> <li>To consider a draft timetable of meetings for the period May 2025 to May 2026.</li> </ul>

## **Recommendation**

1. That the timetable of meetings for May 2025 - May 2026, as set out in Appendix A to the Report be approved, subject to any future changes in arrangements for meetings deemed appropriate by the Mayor of the Council or the relevant Committee/Meeting Chair.

## **Reason for Recommendation**

1. To approve / publish a calendar of meetings for the 2025/26 Municipal year.

### **1. Background**

- 1.1 The current timetable of meetings expires with the date of the Council's Annual Meeting. Members are required, therefore, to consider a draft timetable for the ensuing Municipal year.

### **2. Key Issues for Consideration**

- 2.1 The draft timetable reflects current arrangements and as in previous years, various recesses have been incorporated during August and Easter. As a result of the recesses and taking into account other Bank Holidays and school holidays, on occasions, cycles will also vary and /or more than one meeting may occur on the same day.
- 2.2 However, due to reporting requirements it is not always feasible to avoid holiday and recess periods and some meetings will still need to take place during these periods. Arrangements for meetings of the Trust Committee will be dealt with separately.
- 2.3 Due to Scrutiny arrangements currently be reviewed, the calendar of meetings for Scrutiny Committees are subject to change, which will be communicated accordingly.
- 2.4 For Cabinet's information the current calendar of meetings on the Council's website indicates the Annual Meeting will be held on 7th May, 2025.

### **3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?**

- 3.1 The Council's Timetable of Meetings directly contributes to the long term future by ensuring that the Council's decision-making processes continue to operate on a planned basis and to also ensure that the Council's Constitution continues to operate with full effect.

### **4. Climate Change and Nature Implications**

- 4.1 There are no direct implications as a result of the report.

## **5. Resources and Legal Considerations**

### **Financial**

**5.1** There are no direct implications as a result of the report.

### **Employment**

**5.2** There are no direct implications as a result of the report.

### **Legal (Including Equalities)**

**5.3** There are no direct implications as a result of the report.

## **6. Background Papers**

None.

***Please Note –***

*Council meetings will be held in line with the Council's [Multi-Location Meetings Policy](#) which details at paragraphs 21.2 and 21.3 which meetings will be held on a hybrid and remote only basis.*

**VALE OF GLAMORGAN COUNCIL - TIMETABLE OF MEETINGS: MAY 2025 - MAY 2026**  
(All meetings to commence at 6pm unless otherwise indicated)

	MAY 25	JUN 25	JUL 25	AUG 25	SEP 25	OCT 25	NOV 25	DEC 25	JAN 26	FEB 26	MAR 26	APR 26	MAY 26
Annual Full Council Meeting	07 May												06 May
Full Council			14-Jul	R	29 Sep			01 Dec			09 Mar	27 Apr	
Cabinet (2.00 pm)	08 May 22 May	05 Jun 19 Jun	03 Jul 17 Jul		04 Sep 18 Sep	02 Oct 16 Oct	06 Nov 20 Nov	04 Dec 18 Dec	08 Jan 22 Jan	05 Feb 26 Feb	12 Mar 26 Mar	16 Apr 30 Apr	
Learning and Culture Scrutiny Committee	12 May	09 Jun	07 Jul	E	08 Sep	06 Oct	10 Nov	08 Dec	12 Jan	09 Feb	16 Mar	20 Apr	
Healthy Living and Social Care Scrutiny Committee (5.00 pm)	13 May	10 Jun	08 Jul		09 Sep	07 Oct	11 Nov	09 Dec	13 Jan	10 Feb	17 Mar	21 Apr	
Homes and Safe Communities Scrutiny Committee	14 May	11 Jun	09 Jul	C	10 Sep	08 Oct	12 Nov	10 Dec	14 Jan	11 Feb	18 Mar	22 Apr	
Environment and Regeneration Scrutiny Committee	20 May	17 Jun	15 Jul		16 Sep	14 Oct	18 Nov	16 Dec	20 Jan	24 Feb	24 Mar	28 Apr	
Corporate Performance and Resources Scrutiny Committee	21 May	18 Jun	16 Jul	E	17 Sep	15 Oct	19 Nov	17 Dec	21 Jan	25 Feb	25 Mar	29 Apr	
Planning (4.00 pm)	15 May	12 Jun	10 Jul		11 Sep	09 Oct	13 Nov	11 Dec	15 Jan	12 Feb	19 Mar	23 Apr	
Governance and Audit		23 Jun	21 Jul	S	15 Sep	13 Oct		15 Dec		23 Feb		13 Apr	
Democratic Services (4.00 pm)		30 Jun					17 Nov				2 Mar	13 Apr	
Community Liaison			03 Jul	S		16 Oct			08 Jan			16 Apr	
Public Protection Licensing (10.00 am)	13 May	10 Jun	08 Jul		09 Sep	07 Oct	11 Nov	09 Dec	13 Jan	24 Feb	17 Mar	21 Apr	
Statutory Licensing (immediately following Public Protection Licensing)													
Shared Regulatory Services Joint Committee (10.00 am)		18 Jun			24 Sep			17 Dec			25 Mar		
Standards (10.00 am)	15 May		17 Jul		25 Sep		20 Nov		29 Jan		26 Mar		
Voluntary Sector Joint Liaison		16 Jun				20 Oct			19 Jan			30 Apr	
Welsh Church Act Estate (4.00 pm)		02 Jun			22 Sep					02 Feb			

**August Recess: 1<sup>st</sup> August - 31<sup>st</sup> August 2025**

School Holidays – 2025	School Holidays – 2026
<b>May Bank Holidays</b> – Monday, 5 <sup>th</sup> May and Monday, 26 <sup>th</sup> May, 2025 <b>Half Term</b> – Monday, 26 <sup>th</sup> May – Friday, 30 <sup>th</sup> May, 2025 (inclusive) <b>Summer</b> – Tuesday, 22 <sup>nd</sup> July – Monday, 1 <sup>st</sup> September, 2025 (inclusive) <b>Half Term</b> – Monday, 27 <sup>th</sup> October – Friday, 31 <sup>st</sup> October, 2025 (inclusive) <b>Christmas</b> – Monday, 22 <sup>nd</sup> December 2025 – Friday, 2 <sup>nd</sup> January, 2026 (inclusive)	<b>New Year Bank Holiday</b> – Thursday, 1 <sup>st</sup> January, 2026 <b>Half Term</b> – Monday, 16 <sup>th</sup> February – Friday, 20 <sup>th</sup> February, 2026 (inclusive) <b>Easter Recess</b> – Monday, 30 <sup>th</sup> March – Friday, 10 <sup>th</sup> April, 2026 (inclusive) (Good Friday – 03 <sup>rd</sup> April, Easter Monday – 06 <sup>th</sup> April) <b>May Bank Holidays</b> – Monday, 4 <sup>th</sup> May and Monday, 25 <sup>th</sup> May, 2026 <b>Half Term</b> – Monday, 25 <sup>th</sup> May – Friday, 29 <sup>th</sup> May, 2026 (inclusive)