

**THE STATES OF DELIBERATION**  
**of the**  
**ISLAND OF GUERNSEY**

**STATES' ASSEMBLY & CONSTITUTION COMMITTEE**

DATES OF STATES' MEETINGS – 1<sup>ST</sup> SEPTEMBER 2024 TO 31<sup>ST</sup> AUGUST 2025

The States are asked to decide:-

Whether, after consideration of the policy letter entitled “Dates of States’ Meetings – 1<sup>st</sup> September 2024 to 31<sup>st</sup> August 2025” dated 27<sup>th</sup> May 2021, they are of the opinion:-

1. To agree that the dates on which States’ Meetings shall be convened in the period from the 1st September, 2024 to the 31st August, 2025, and the statements to be made under the provisions of Rules 10(4) and (5) by the Presidents and, in the case of the States of Alderney, the nominated Alderney Representative, shall be as follows:

<b>2024</b>	
<b>States’ Meeting</b>	<b>Statements or special meeting</b>
4 <sup>th</sup> September	Policy & Resources Committee Development & Planning Authority
25 <sup>th</sup> September	Committee <i>for</i> Economic Development Overseas Aid & Development Commission
23 <sup>rd</sup> October	Committee <i>for</i> Education, Sport & Culture Committee <i>for the</i> Environment & Infrastructure
5 <sup>th</sup> November (Tuesday)	<b>States of Guernsey Annual Budget</b> <b>Up rating of non-contributory benefits</b>
20 <sup>th</sup> November	Committee <i>for</i> Health & Social Care The States of Alderney
11 <sup>th</sup> December	Committee <i>for</i> Home Affairs Committee <i>for</i> Employment & Social Security
<b>2025</b>	
<b>States’ Meeting</b>	<b>Statements or special meeting</b>
22 <sup>nd</sup> January	Committee <i>for</i> Economic Development Scrutiny Management Committee
5 <sup>th</sup> February	Policy & Resources Committee
19 <sup>th</sup> February	Committee <i>for</i> Education, Sport & Culture

	States' Assembly & Constitution Committee
5 <sup>th</sup> March	Committee <i>for the</i> Environment & Infrastructure Transport Licensing Authority
19 <sup>th</sup> March	Committee <i>for</i> Employment & Social Security Committee <i>for</i> Health & Social Care
9 <sup>th</sup> April	Committee <i>for</i> Home Affairs States' Trading Supervisory Board
30 <sup>th</sup> April	n/a
1 <sup>st</sup> July (Tuesday)	<b>Election of President of the Policy &amp; Resources Committee</b>
2 <sup>nd</sup> July (Wednesday)	<b>Election of Members of the Policy &amp; Resources Committee</b>
4 <sup>th</sup> July (Friday)	<b>Election of Presidents</b>
7 <sup>th</sup> July (Monday)	<b>Election of Committee Members</b>
15 <sup>th</sup> July (Tuesday)	<b>States of Guernsey Accounts</b>
16 <sup>th</sup> July	Policy & Resources Committee

and to add the above table to Schedule 1 to the Rules of Procedure of the States of Deliberation and their Committees.

2. To:
  - a) change the special meeting scheduled for the Policy & Resource Plan Phase 2 Report on the 29<sup>th</sup> September 2021 to an ordinary meeting.
  - b) move the meeting from 13<sup>th</sup> to 20<sup>th</sup> October 2021.
  - c) amend references to the 'Policy & Resource Plan' in the Rules of Procedure of the States of Deliberation and their Committees to 'Government Work Plan'.
  
3. To direct the Policy & Resources Committee to return with a proposition, further to consultation with the States' Assembly & Constitution Committee, setting a date for consideration of the 2025 Government Work Plan as part of the 2024 Government Work Plan (Annual Report).

The above Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications in accordance with Rule 4(1) of the Rules of Procedure of the States of Deliberation and their Committees.

**THE STATES OF DELIBERATION**  
**of the**  
**ISLAND OF GUERNSEY**

**STATES' ASSEMBLY & CONSTITUTION COMMITTEE**

DATES OF STATES' MEETINGS – 1<sup>ST</sup> SEPTEMBER 2024 TO 31<sup>ST</sup> AUGUST 2025

The Presiding Officer  
States of Guernsey  
Royal Court House  
St Peter Port

27<sup>th</sup> May 2021

Dear Sir

**1 Executive Summary**

- 1.1 On 25<sup>th</sup> August 2020, the States directed<sup>1</sup> the States' Assembly & Constitution Committee to report to the States with a policy letter by July 2021 proposing the dates on which States' Meetings shall be convened in the period from the 1st September 2024 to 31st August 2025, further to consultation with the Committee *for* Education, Sport & Culture.
- 1.2 This policy letter proposes the dates on which States' Meetings shall be convened during this period and the rota of statements to be given under the provisions of Rules 10(4) and (5), and to update Schedule 1 to the Rules of Procedure of the States of Deliberation and their Committees accordingly.
- 1.3 It also proposes that the special meeting originally scheduled for the 29<sup>th</sup> September 2021 to discuss the Policy & Resource Plan Phase 2 Report is changed to an ordinary meeting, to move the meeting from 13<sup>th</sup> to 20<sup>th</sup> October 2021 and that references to the 'Policy & Resource Plan' in the Rules of Procedure of the States of Deliberation and their Committees are amended to read 'Government Work Plan'.
- 1.4 It further proposes to direct the Policy & Resources Committee to return with a proposition, further to consultation with the States' Assembly & Constitution Committee, setting a date for consideration of the 2025 Government Work Plan as part of the 2024 Government Work Plan (Annual Report).

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<sup>1</sup> [Billet d'Etat XVIII 2020, Resolution III \(1\)\(e\)](#)

## 2 Introduction

- 2.1 The Committee is required by Rule 1.(1) of The Rules of Procedure of the States of Deliberation and their Committees ('the Rules of Procedure') to submit, in the six months prior to a General Election, a policy letter setting out the dates on which it proposes that States' Meetings should be convened during the States' term immediately following the General Election.
- 2.2 On 1<sup>st</sup> July 2020, the States agreed that the next General Election after the rescheduled October General Election would be held in June 2025<sup>2</sup> with those elected taking office on 1<sup>st</sup> July 2025. Members elected in the 2020 General Election took office on the 16<sup>th</sup> October 2020, meaning they will serve, and the political term will last, eight and a half months longer than a normal four-year term.
- 2.3 The then Committee submitted propositions and a policy letter<sup>3</sup> dated 5<sup>th</sup> August 2020 setting out the dates on which States' Meetings should be convened in the period from 1<sup>st</sup> September 2020 to the 31<sup>st</sup> August 2024.
- 2.4 Paragraph 2.3 of that report highlighted it was not possible to set the dates for 2024 to 2025 at that time, as follows:

*The dates of school terms for the year 2024 to 2025 have not yet been determined therefore it is not currently possible to propose States' Meeting dates for that year taking into account the dates of school terms. The policy letter therefore proposes the dates from September 2020 to August 2024, and the Committee has included Proposition 1(e) requiring it to report to the States in the next term setting out the proposed dates for September 2024 to August 2025.*

- 2.5 The Committee for Education, Sport & Culture has now provided the dates of the school term for the year 2024 to 2025 which are as follows:

<b>Autumn Term (2024)</b>	
Wednesday 4 <sup>th</sup> September	Term starts (pupils)
Monday 28 <sup>th</sup> October to Friday 1 <sup>st</sup> November	Half Term
Friday 20 <sup>th</sup> December	Term Ends
<b>Spring Term (2025)</b>	
Tuesday 7 <sup>th</sup> January	Term starts (pupils)

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<sup>2</sup> [The Elections Ordinance, 2020](#)

<sup>3</sup> [Dates of States' Meetings and minor amendments to The Rules of Procedure of the States of Deliberation and their Committees](#) (P.2020/142)

Monday 24 <sup>th</sup> to Friday 28 <sup>th</sup> February	Half Term
Friday 11 <sup>th</sup> April	Term Ends
<b>Summer Term (2025)</b>	
Tuesday 29 <sup>th</sup> April	Term starts (pupils)
Monday 26 <sup>th</sup> to Friday 30 <sup>th</sup> May	Half Term
Friday 18 <sup>th</sup> July	Term Ends

### 3 States' Meetings to be convened in the period from the 1<sup>st</sup> September, 2024 to 31<sup>st</sup> August 2025

- 3.1 Rule 1.(1) requires the Committee to take into account the dates of school terms and any other information which it considers relevant. There are no meetings scheduled to start in any of the States' school holidays.
- 3.2 In proposing the meeting dates for 2024 to 2025, the Committee has proposed continuing the pattern of scheduling two ordinary meetings in September. It then proposes one ordinary meeting a month between October to December.
- 3.3 The meeting to consider the States of Guernsey Annual Budget and the policy letter of the Committee *for* Employment & Social Security on the uprating of non-contributory benefits has been scheduled for Tuesday 5<sup>th</sup> November 2024 in accordance with Rule 1.(2).
- 3.4 Consideration was given to scheduling an ordinary meeting immediately following the November special meeting on the 6<sup>th</sup> November; however, the Committee noted that the debate of the 2020 Annual Budget in November 2019 lasted a full four days, whilst the two ordinary meetings were concluded in less than two days that month. The Committee agreed one ordinary meeting in November would suffice.

<b>States' Meetings</b>	<b>September to December 2024</b>
4 <sup>th</sup> September	
25 <sup>th</sup> September	
23 <sup>rd</sup> October	
5 <sup>th</sup> November (Tuesday)	<b>States of Guernsey Annual Budget Uprating of non-contributory benefits</b>
20 <sup>th</sup> November	
11 <sup>th</sup> December	

- 3.5 The Committee noted the tendency for an increase in business and States' Meetings immediately prior to the election period (May to June). In order to try

to assist Committees and the States in managing its business more effectively in this period, the Committee is proposing that the States meet every two weeks between January and March, starting with the meeting on 22<sup>nd</sup> January 2025. It hopes that scheduling more regular meetings will mean business can be spread more evenly in the lead up to the election period and that the States will not need to use the full three days available at each meeting.

- 3.6 The final meeting of the States has been scheduled for 30<sup>th</sup> April 2025. The Committee will be considering the date for the 2025 General Election in due course but believes that this is the last meeting that can realistically be scheduled in for this political term.

<b>States' Meeting</b>	<b>January to June 2025</b>
22 <sup>nd</sup> January	
5 <sup>th</sup> February	
19 <sup>th</sup> February	
5 <sup>th</sup> March	
19 <sup>th</sup> March	
9 <sup>th</sup> April	
30 <sup>th</sup> April	

- 3.7 Members elected at the General Election in June 2025 will take office on 1<sup>st</sup> July 2025. The Committee has therefore proposed the dates below for the Committee elections, following the pattern set for these elections in 2020, with the caveat that these may be reviewed when the Committee brings back proposals relating to the 2025 General Election.

- 3.8 The school term ends on Friday 18<sup>th</sup> July 2025. The special meeting to consider the States of Guernsey Accounts and the first ordinary meeting of the new political term have therefore been scheduled in before this.

<b>States' Meeting</b>	<b>July 2025</b>
1 <sup>st</sup> July (Tuesday)	Election of President of the Policy & Resources Committee
2 <sup>nd</sup> July (Wednesday)	Election of Members of the Policy & Resources Committee
4 <sup>th</sup> July (Friday)	Election of Presidents
7 <sup>th</sup> July (Monday)	Election of Committee Members
15 <sup>th</sup> July	<b>States of Guernsey Accounts</b>
16 <sup>th</sup> July	

- 3.9 Appendix A shows a year to view of the 2024 to 2025 proposed meeting dates, school terms and public holidays. **Proposition 1 requests the States agree the meeting dates and the rota of statements.**

Statements to be made under the provisions of Rules 10.(4) and (5)

- 3.10 Under Rule 10.(4), the Presidents of the Policy & Resources and the Principal Committees are obliged to make a statement setting out his or her Committee's recent activities, forthcoming work and the like at an ordinary meeting.
- 3.11 The Presidents of the other Committees and the nominated Alderney Representative (on behalf of the States of Alderney) are obliged to make such a statement once every twelve months.
- 3.12 The Committee proposes the rota of statements should be as follows:

<b>2024</b>	
<b>States' Meeting</b>	<b>Statements</b>
4 <sup>th</sup> September	Policy & Resources Committee Development & Planning Authority
25 <sup>th</sup> September	Committee <i>for</i> Economic Development Overseas Aid & Development Commission
23 <sup>rd</sup> October	Committee <i>for</i> Education, Sport & Culture Committee <i>for the</i> Environment & Infrastructure
5 <sup>th</sup> November	<b>n/a</b>
20 <sup>th</sup> November	Committee <i>for</i> Health & Social Care The States of Alderney
11 <sup>th</sup> December	Committee <i>for</i> Home Affairs Committee <i>for</i> Employment & Social Security
<b>2025</b>	
<b>States' Meeting</b>	<b>Statements</b>
22 <sup>nd</sup> January	Committee <i>for</i> Economic Development Scrutiny Management Committee
5 <sup>th</sup> February	Policy & Resources Committee
19 <sup>th</sup> February	Committee <i>for</i> Education, Sport & Culture States' Assembly & Constitution Committee
5 <sup>th</sup> March	Committee <i>for the</i> Environment & Infrastructure Transport Licensing Authority
19 <sup>th</sup> March	Committee <i>for</i> Employment & Social Security Committee <i>for</i> Health & Social Care

9 <sup>th</sup> April	Committee <i>for</i> Home Affairs States' Trading Supervisory Board
30 <sup>th</sup> April	n/a
1 <sup>st</sup> July	<b>n/a</b>
2 <sup>nd</sup> July	<b>n/a</b>
4 <sup>th</sup> July	<b>n/a</b>
7 <sup>th</sup> July	<b>n/a</b>
15 <sup>th</sup> July	<b>n/a</b>
16 <sup>th</sup> July	Policy & Resources Committee

#### **4 Dates of 'special meetings' from 16<sup>th</sup> October 2020 to 31<sup>st</sup> August 2025**

- 4.1 When the Committee proposed the meeting dates for the 'Policy & Resource Plan' as part of the 2020 to 2024 schedule, it did so in accordance with Rule 23 as then drafted, which required the 'Policy & Resource Plan Phase 1' to be debated by the States no later than 6 months after the General Election and the 'Policy & Resource Plan Phase 2' to be debated no later than 12 months after the General Election in 2021:

<b>Year</b>	<b>Date</b>	<b>Meeting</b>
2021	17 <sup>th</sup> March	Policy & Resource Plan Phase 1 Report
2021	29 <sup>th</sup> September	Policy & Resource Plan Phase 2 Report

- 4.2 On 17<sup>th</sup> March 2021, the States agreed to defer the special meeting to be reconvened at the conclusion of the ordinary meeting to be held on 24<sup>th</sup> March. The States agreed on 26<sup>th</sup> March to bring a second policy letter on the Government Work Plan to be considered by the States at a special meeting to be convened on 21<sup>st</sup> July however the relevant proposition did not remove the special meeting scheduled for 29<sup>th</sup> September which remains in the schedule.
- 4.3 The Committee is of the view, given the gaps between the ordinary meetings on 14<sup>th</sup> July and 8<sup>th</sup> September 2021, there is benefit in changing the special meeting scheduled for 29<sup>th</sup> September 2021 to an ordinary meeting and to propose the meeting scheduled for 13<sup>th</sup> October is moved to 20<sup>th</sup> October 2021 (half-term falls in the final week of October).
- 4.4 Holding an ordinary meeting in early and late September 2021 is consistent with the meeting dates already scheduled from 2022 to 2024 and would assist with the management of submitting and considering business. Moving the October meeting date from 13<sup>th</sup> October to 20<sup>th</sup> October would reduce the gap between the October and November ordinary meetings from just over five weeks to just over four weeks.



4.5 **The Committee therefore proposes, at Proposition 2a, to change the special meeting scheduled for the Policy & Resource Plan Phase 2 Report for the 29<sup>th</sup> September 2021 to an ordinary meeting, and at Proposition 2b, to move the October meeting from 13<sup>th</sup> to 20<sup>th</sup> October 2021.**

4.6 On 26<sup>th</sup> March 2021, the States agreed to amend Rule 23 to read as follows:

*Policy planning and reporting*

23. *An annual Special Meeting for the reporting and review of the States' policy planning and its implementation shall include:*

- a) commentary on progress and emerging issues;*
  - b) identification of States' Resolutions which remain outstanding and updates from responsible Committees; and*
  - c) a proposed order of priority for the drafting of significant items of legislation for the year ahead;*
- and must be included by the States' Assembly & Constitution Committee when setting the Schedule for future States' Meetings.';*

4.7 The dates scheduled to consider the Policy & Resource Plan and the States of Guernsey Accounts were set for 2022 to 2024 as follows:

<b>Year</b>	<b>Date</b>	<b>Meeting</b>
2022	21 <sup>st</sup> June	Policy & Resource Plan (Annual Report) & Accounts
2023	20 <sup>th</sup> June	Policy & Resource Plan (Annual Report) & Accounts
2024	18 <sup>th</sup> June	Policy & Resource Plan (Annual Report) & Accounts

4.8 The Committee has consulted with the Policy & Resources Committee who has agreed it is content for those meeting dates to be retained for the annual special meeting to consider the Government Work Plan. References to the 'Policy & Resource Plan' in the Rules of Procedure of the States of Deliberation and their Committees will be amended to read 'Government Work Plan'.

4.9 **The Committee therefore proposes, at Proposition 2c, to amend references to the 'Policy & Resource Plan' in the Rules of Procedure of the States of Deliberation and their Committees to 'Government Work Plan'.**

4.10 Rule 1.(2) sets out the scheduling of special meetings, as follows:

*Ordinarily the first day of a Meeting shall be a Wednesday, except for the Meetings held to consider the annual Budget of the States and the policy letter of the Committee for Employment & Social Security on the uprating of non-contributory benefits which shall begin on the first Tuesday in November, and the*

*Policy & Resource Plan and States' Accounts which shall be considered at the same dedicated Meeting in June which shall begin on a Tuesday except in general election years when they will be considered at a later date in that year.*

- 4.11 The meeting to consider the States of Guernsey Annual Budget and the policy letter of the Committee for Employment & Social Security on the uprating of non-contributory benefits has been scheduled for Tuesday 5<sup>th</sup> November 2024 in accordance with the above.
- 4.12 The Policy & Resource Plan and the States of Guernsey Accounts are scheduled to be considered at the same meeting in June from 2022 to 2024.
- 4.13 In order for the States of Guernsey Accounts to be considered before the 'summer recess', it is proposed that a special meeting is scheduled to take place on Tuesday 15<sup>th</sup> July 2025, immediately preceding the first ordinary meeting of the States.
- 4.14 The Committee has consulted with the Policy & Resources Committee on when the meeting to consider the Government Work Plan should be scheduled in 2025. The Policy & Resources Committee advised that it:

*"might wish to amend the process or timing of the end of term debate in light of the experience of working under the new approach it is leading this term. However, a meeting will clearly be required, and at this time the best date for this would likely be in late March/early April 2025 subject to Easter: essentially it would be the penultimate meeting of this term".*

- 4.15 Given the development of the Plan is in its infancy, it has been agreed that a date for consideration of the plan in 2025 will not be set now, but should be proposed by the Policy & Resources Committee – further to consultation with the States' Assembly & Constitution Committee – as part of the 2024 Government Work Plan (Annual Report).
- 4.16 **The Committee therefore proposes, at Proposition 3, to direct the Policy & Resources Committee to return with a proposition setting a date for consideration of the 2025 Government Work Plan as part of the 2024 Government Work Plan (Annual Report).**

## **5 Compliance with Rule 4**

- 5.1 Rule 4 of the Rules of Procedure of the States of Deliberation and their Committees sets out the information which must be included in, or appended to, motions laid before the States.

- 5.2 In accordance with Rule 4.(1), the Propositions have been submitted to Her Majesty's Procureur for advice on any legal or constitutional implications.
- 5.3 In accordance with Rule 4.(4) of the Rules of Procedure of the States of Deliberation and their Committees, it is confirmed that the propositions above have the unanimous support of the Committee.
- 5.4 In accordance with the provisions of Rule 4.(5) of the Rules, the Committee informs the States that its duties and powers include advising the States on "the practical functioning of the States of Deliberation".
- 5.5 As set out above, Rule 1.(1) of the Rules of Procedure of the States of Deliberation and their Committees require the Committee to bring forward this policy letter at this time to fulfil its responsibilities. The Committee has consulted with the Policy & Resources Committee in respect of the dates of the special States' Meetings and with the Bailiff and the States' Greffier.

Yours faithfully

Deputy C.P. Meerveld  
President

Deputy L.C. Queripel  
Vice-President

Deputy S.P. Fairclough  
Deputy J.A.B. Gollop  
Deputy L.J. McKenna

### 2024 - 2025 Calendar: School Terms and Proposed States' Meetings

	September	October	November	December	January	February	March	April	May	June	July	August	
1			Half-Term		NYD				States' Meeting		ELECTION		1
2									States' Meeting		ELECTION		2
3													3
4	States' Meeting										ELECTION		4
5	States' Meeting		BUDGET			States' Meeting	States' Meeting		Bank Holiday				5
6	States' Meeting		BUDGET			States' Meeting	States' Meeting						6
7			BUDGET		Term begins	States' Meeting	States' Meeting				ELECTION		7
8			BUDGET										8
9								States' Meeting	Bank Holiday				9
10								States' Meeting					10
11				States' Meeting				States' Meeting					11
12				States' Meeting									12
13				States' Meeting									13
14													14
15											ACCOUNTS		15
16											States' Meeting		16
17											States' Meeting		17
18								Good Friday			States' Meeting		18
19						States' Meeting	States' Meeting						19
20			States' Meeting	Term ends		States' Meeting	States' Meeting						20
21			States' Meeting			States' Meeting	States' Meeting	Easter Mon					21
22			States' Meeting		States' Meeting								22
23		States' Meeting			States' Meeting								23
24		States' Meeting			States' Meeting	Half-Term							24
25	States' Meeting	States' Meeting		Xmas Day		Half-Term						Bank Holiday	25
26	States' Meeting			Boxing Day		Half-Term			Bank Holiday				26
27	States' Meeting					Half-Term			Half-Term				27
28		Half-Term				Half-Term			Half-Term				28
29		Half-Term						Term begins	Half-Term				29
30		Half-Term						States' Meeting	Half-Term				30
31		Half-Term											31

Term begins  
4th September

Term Ends  
20th December

Term begins  
7th January

Term Ends  
11th April  
Term begins  
29th April

Term ends  
18th July

**THE STATES OF DELIBERATION**  
**of the**  
**ISLAND OF GUERNSEY**

**STATES' ASSEMBLY & CONSTITUTION COMMITTEE**

DATES OF STATES' MEETINGS – 1<sup>ST</sup> SEPTEMBER 2024 TO 31<sup>ST</sup> AUGUST 2025

The President  
Policy & Resources Committee  
Sir Charles Frossard House  
La Charroterie  
St Peter Port

27<sup>th</sup> May 2021

Dear Deputy Ferbrache

**Preferred date for consideration by the States of Deliberation**

In accordance with Rule 4.(2) of the Rules of Procedure of the States of Deliberation and their Committees, the States' Assembly & Constitution Committee requests that the Propositions be considered at the States' Meeting to be held on 14<sup>th</sup> July 2021.

On 25th August 2020, the States directed the States' Assembly & Constitution Committee to report to the States with a policy letter by July 2021 proposing the dates on which States' Meetings shall be convened in the period from the 1st September 2024 to 31st August 2025, further to consultation with the Committee for Education, Sport & Culture. The request is therefore in line with that Resolution.

Yours sincerely

Deputy C.P. Meerveld  
President

Deputy L.C. Queripel  
Vice-President

Deputy S.P. Fairclough  
Deputy J.A.B. Gollop  
Deputy L.J. McKenna