
NORTH AYRSHIRE COUNCIL

25 September 2019

North Ayrshire Council

Title: Committee Timetable 2020

Purpose: To present a proposed committee timetable for 2020, for consideration by the Council

Recommendation: That the Council agrees (a) to approve the committee timetable for 2020 set out at Appendix 1; and (b) to note that meeting dates for the committees referred to at Section 2.3 will be intimated separately, in addition to those for ad hoc committees and for any Special meetings which may be required over the course of the year.

1. Executive Summary

- 1.1 The current calendar year committee timetable was approved by the Council in June 2018.
- 1.2 A draft 2020 timetable has been prepared on the basis of a similar pattern of meetings.

2. Background

- 2.1 A committee timetable for 2020 is set out at Appendix 1.
- 2.2 The draft timetable has been prepared around the principle of a of six-week cycle of meetings. However, in order to accommodate the usual recess periods around Easter, Summer and October, two five-week cycles have been included.
- 2.3 Dates for the undernoted will be/have been set by the committees in question and will be the subject to separate notification:
 - Locality Planning Partnerships;
 - the Ayrshire Regional Economic Joint Committee (and sub-committee/Partnership Board);
 - the Ayrshire Shared Services Joint Committee;
 - Integration Joint Board and IJB Performance and Audit Committee;
 - Community Planning Partnership Board (provisional dates for which have been included for information only)

- 2.4 In addition, meetings of the Education Appeals Committee, Council (Planning), Local Development Plan Committee and Staffing and Recruitment Committee will take place on an ad hoc basis, as required. From time to time, Special Meetings of the Council or its committees may also require to be called.

3. Proposals

- 3.1 The Council is invited to (a) approve the committee timetable for 2020 set out at Appendix 1; and (b) note that meeting dates for the committees referred to at Section 2.3 will be intimated separately, in addition to those for ad hoc committees and for any Special meetings which may be required over the course of the year.

4. Implications/Socio-economic Duty

Financial

- 4.1 None arising from this report.

Human Resources

- 4.2 None arising from this report

Legal

- 4.3 None arising from this report.

Equality/Socio-economic

- 4.4 None arising from this report.

Environmental and Sustainability

- 4.5 None arising from this report.

Key Priorities

- 4.6 None arising from this report.

Community Wealth Building

- 4.7 None arising from this report.

5. Consultation

- 5.1 Political Group Leaders, Independent Members and Executive Directors have been consulted on the proposed timetables. Proposed dates for Audit and Scrutiny meetings have been amended in light of feedback from officers and committee members.
- 5.2 Public holidays for 2020 are currently the subject of consultation with the Trades Unions. Provisional dates have been included in the meantime.

Craig Hatton
Chief Executive

For further information please contact Melanie Anderson, Committee and Member Services Manager, on telephone number 01294 324131.

Background Papers

Correspondence with Group Leaders, Independent Members and Executive Directors.

Draft Committee Timetable January - December 2020

Meeting Cycle 1

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30 Dec		Holiday	Holiday	Public Holiday (TBC)	Public Holiday (TBC)	
6 Jan	1			9.30 a.m. IJB Pre-Agenda 10.00 a.m. Licensing Committee	10.00 a.m. Appeals (if required)	
13 Jan	2		2.30 p.m. Cabinet Pre-Agenda		10.00 a.m. Integration Joint Board	
20 Jan	3		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet (Education)	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	10.00 a.m. Policy Advisory Panel	
27 Jan	4		10.00 a.m. Audit & Scrutiny Ctte		9.30 a.m. IJB Pre-Agenda	
3 Feb	5	NHS Board (for info)	2.00 p.m. Police & Fire & Rescue Ctte	10.00 a.m. Licensing Committee	10.00 a.m. Appeals (if required)	
10 Feb	6		2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Council	10.00 a.m. Integration Joint Board	

Meeting Cycle 2

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
17 Feb	1		2.30 p.m. Cabinet	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	10.00 a.m. Ayrshire Regional Economic Partnership Sub-Ctte (TBC) 2.00 p.m. Policy Advisory Panel	
24 Feb	2		10.15 a.m. IJB PAC Pre-Agenda	2.00 p.m. Council (TBC Special Budget)		
2 Mar	3			10.00 a.m. Licensing Committee	9.30 a.m. IJB Pre-Agenda 10.00 a.m. Appeals (if required)	10.15 a.m. IJB PAC
9 Mar	4		2.30 p.m. Cabinet Pre-Agenda			
16 Mar	5		2.30 p.m. Cabinet (Education)	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	10.00 a.m. Integration Joint Board 2.00 p.m. Policy Advisory Panel	
23 Mar	6		11.00 a.m. Audit & Scrutiny Pre-Agenda	2.00 p.m. Council		

Meeting Cycle 3

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30 March	1	NHS Board (for info)	10.00 a.m. Audit & Scrutiny Ctte	10.00 a.m. Licensing Committee	9.30 a.m. IJB Pre-Agenda 10.00 a.m. Appeals (if required)	
6 April		Recess	Recess	Recess	Recess	Public Holiday (TBC)
13 April		Public Holiday (TBC)	Recess	Recess	10.00 a.m. Integration Joint Board	Recess
20 April	2		2.30 p.m. Cabinet Pre-Agenda			
27 April	3		2.30 p.m. Cabinet	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	9.30 a.m. IJB Pre-Agenda 2.00 p.m. Policy Advisory Panel	
4 May	4				10.00 a.m. Appeals (if required)	Public Holiday (TBC)
11 May	5		2.00 p.m. Police & Fire & Rescue	10.00 a.m. Licensing Committee	10.00 a.m. Integration Joint Board	
18 May	6		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Council		

Meeting Cycle 4

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
25 May	1		10.00 a.m. Audit & Scrutiny Cttee 2.30 p.m. Cabinet (Education)	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	10.00 a.m. Policy Advisory Panel	
1 June	2				9.30 a.m. IJB Pre-Agenda 10.00 a.m. Appeals (if required)	
8 June	3			10.00 a.m. Licensing Committee		
15 June	4	10.15 a.m. IJB PAC Pre-Agenda	2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	10.00 a.m. Integration Joint Board	
22 June	5		2.30 p.m. Cabinet	2.00 p.m. Council	2.00 p.m. Policy Advisory Panel	10.15 a.m. IJB PAC
29 June						
6 July					9.30 a.m. IJB Pre-Agenda	
13 July						
20 July				Recess	10.00 a.m. Integration Joint Board	
27 July						
3 August						
10 August					9.30 a.m. IJB Pre-Agenda	

Meeting Cycle 5

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
17 August	1				10.00 a.m. Appeals (if required)	
24 August	2		10.15 a.m. IJB PAC Pre-Agenda 2.00 p.m. Police & Fire & Rescue Cttee	10.00 a.m. Licensing Committee	10.00 a.m. Integration Joint Board	
31 August	3		2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	10.15 a.m. IJB PAC	
7 September	4		2.30 p.m. Cabinet		9.30 a.m. IJB Pre-Agenda 2.00 p.m. Policy Advisory Panel	
14 September	5				10.00 a.m. Appeals (if required)	
21 September	6	Public Holiday (TBC)	11.00 a.m. Audit & Scrutiny Pre-Agenda	2.00 p.m. Council	10.00 a.m. Integration Joint Board	

Meeting Cycle 6

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
28 September	1		10.00 a.m. Audit & Scrutiny Cttee 2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body		
5 October	2		2.30 p.m. Cabinet		9.30 a.m. IJB Pre-Agenda 2.00 p.m. Policy Advisory Panel	
12 October		Recess	Recess	Recess	Recess	Recess
19 October	3				10.00 a.m. Integration Joint Board	
26 October	4		2.00 p.m. Police & Fire & Rescue Cttee		10.00 a.m. Appeals (if required)	
2 November	5		2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	9.30 a.m. IJB Pre-Agenda	
9 November	6		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet	2.00 p.m. Council	10.00 a.m. Policy Advisory Panel	

Meeting Cycle 7

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
16 November	1		10.00 a.m. Audit & Scrutiny Cttee 10.15 a.m. IJB PAC Pre-Agenda		10.00 a.m. Integration Joint Board	
23 November	2				10.00 a.m. Appeals (if required)	10.15 a.m. IJB PAC
30 November	3		2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	9.30 a.m. IJB Pre-Agenda	
7 December	4		2.30 p.m. Cabinet		10.00 a.m. Policy Advisory Panel	
14 December	5			2.00 p.m. Council	10.00 a.m. Integration Joint Board	
21 December		Recess	Recess	Recess	Recess	Recess
28 December		Recess	Recess	Recess	Recess	Recess

Ad Hoc meetings to be added as required for Staffing and Recruitment Committee, Education Appeal Committee, Local Development Plan Committee and Council (Planning).

Outstanding dates for the Ayrshire Regional Economic Joint Committee (and Partnership Board) and the Ayrshire Shared Services Committee will be agreed by those committees.

Public holidays are currently subject to consultation with the Trades Unions and are, therefore, marked “to be confirmed” for the time being