
NORTH AYRSHIRE COUNCIL

15 February 2023

North Ayrshire Council

Title: Committee Timetable: July-December 2023

Purpose: To invite the Council to consider a timetable of meetings for the period from July until the end of December 2023.

Recommendation: That the Council agrees:

- (a) to approve the draft committee timetable set out at Appendix 1, subject to any minor amendments which may be agreed in consultation with the relevant Chair; and
 - (b) to note that arrangements for Locality Partnership meetings and any ad hoc or Special Meetings will be intimated separately to Members.
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1. Executive Summary

- 1.1 The Council generally sets a timetable of committee meetings for each calendar year. In September 2022, a timetable for the first half of 2023 was approved and consideration of a proposed timetable for the remainder of 2023 deferred to a later date. A timetable for the second half of 2023 is now attached at Appendix 1.

2. Background

- 2.1 The proposed timetable of meetings set out at Appendix 1 incorporates meetings of the Council, Cabinet and standing committees of the Council, as well as Summer, October and Winter recess periods.
- 2.2 Dates for the Integration Joint Board (and IJB PAC), the Ayrshire Shared Services Joint Committee and Ayrshire Regional Economic Joint Committee (as well as the Partnership Board and Skills Investment Fund Sub-Committee) are agreed that by the IJB and the relevant joint committee, respectively.
- 2.3 The proposed timetable does not include the following meetings which are intimated separately to Members:
- the six Locality Partnerships, which take place in the early evening on a quarterly basis;

- the Local Development Plan Committee, Staffing and Recruitment Committee, Education Appeal Committee and Special Council (Planning), which meet on an ad hoc basis, as required;
- any Special Meetings of the Council and its committees which may be required, including meetings to consider Cabinet Call In requests
- any meetings of the 1st Tier Joint Consultative Committee, which sets its own meetings calendar

3. Proposals

3.1 The Council is invited:

- (a) to approve the draft committee timetable for January – June 2023 set out at Appendix 1, subject to any minor amendments which may be agreed in consultation with the relevant Chair; and
- (b) to note that arrangements for Locality Partnership meetings and any ad hoc or Special Meetings will be intimated separately to Members.

4. Implications/Socio-economic Duty

Financial

4.1 None arising from the recommendations of this report.

Human Resources

4.2 None arising from the recommendations of this report.

Legal

4.3 None arising from the recommendations of this report.

Equality/Socio-economic

4.4 None arising from the recommendations of this report.

Climate Change and Carbon

4.5 None arising from the recommendations of this report.

Key Priorities

4.6 None arising from the recommendations of this report.

Community Wealth Building

4.7 None arising from the recommendations of this report.

5. Consultation

- 5.1 Group Leaders and Independent Members have been consulted on the proposed timetable.
- 5.2 Consultation has also taken place with Services of the Council on the proposed meeting dates. In particular, efforts have been made to ensure that the timing of relevant meetings of the Cabinet, Audit and Scrutiny and Council align as far as possible with accounting period requirements.

Craig Hatton
Chief Executive

For further information please contact **Melanie Anderson, Senior Manager (Committee and Member Services)**, on **01294 324131**

Background Papers

None

Draft Committee Timetable July-December 2023

Meeting Cycle 5

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
3 July						
10 July						
17 July				Summer Recess Period		
24 July						
31 July						
7 August	1			10.00 a.m. Licensing Cttee		
14 August	2	2.00 p.m. Police & Fire & Rescue Committee	10.00 a.m. Policy Advisory Panel			
21 August	3		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	
28 August	4		10.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet (Education)		10.00 a.m. Appeals Committee (if required)	10.00 a.m. IJB Performance & Audit 10.00 a.m. Ayrshire Shared Services Joint Committee
4 September	5		10 a.m. Audit & Scrutiny	10.00 a.m. Licensing Cttee	1.00 p.m. Ayrshire Economic Partnership Board	
11 September	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)		2.00 p.m. Council		

Meeting Cycle 6

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
18 September	1	Public Holiday	10.00 a.m. Special Audit & Scrutiny 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	
25 September	2		10.00 a.m. Special Audit & Scrutiny 2.30 p.m. Cabinet			
2 October	3	2.00 p.m. Ayrshire Regional Economic Joint		10.00 a.m. Licensing Cttee	10.00 a.m. Appeals Committee (if required)	
9 October	4				10.00 a.m. Integration Joint Board	
16 October	4			October Recess		
23 October	5			2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body		
30 October	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)	2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Council	2.00 p.m. Ayrshire Economic Partnership Board	10.00 a.m. Ayrshire Shared Services Joint Committee

Meeting Cycle 7.

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
6 November	1		10.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet (Education)	10.00 a.m. Licensing Cttee	10.00 a.m. Appeals Committee (if required)	
13 November	2	2.00 p.m. Police & Fire & Rescue Committee	10.00 a.m. Audit & Scrutiny		10.00 a.m. Integration Joint Board 1.00 p.m. Ayrshire Economic Partnership Board	
20 November	3	2.00 p.m. Ayrshire Regional Economic Joint Cttee	10.00 a.m. Policy Advisory Panel	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body		10.00 a.m. IJB Performance & Audit
27 November	4		2.30 p.m. Cabinet Pre-Agenda			10.00 a.m. Ayrshire Shared Services Joint Committee
4 December	5		2.30 p.m. Cabinet	10.00 a.m. Licensing Cttee		
11 December	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)		2.00 p.m. Council	10.00 a.m. Integration Joint Board	
18 December				Winter Recess		
25 December						

Notes

Integration Joint Board and IJB Performance and Audit Committee dates have been approved separately by the IJB. Likewise, dates for the Ayrshire Shared Services Committee, Ayrshire Regional Economic Joint Committee and Ayrshire Economic Partnership Board have been set by those bodies.

The draft timetable does not include the meetings of the following, which are convened on an ad hoc basis, as required:

Education Appeals Committee
Local Development Plan Committee
Staffing and Recruitment Committee