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## NORTH AYRSHIRE COUNCIL

27 June 2018

### North Ayrshire Council

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**Title:** Committee Timetable

**Purpose:** To present, for consideration by the Council, a revised committee timetable for the remainder of 2018 and for 2019

**Recommendation:** That the Council agrees to approve (i) the revised committee timetable for the remainder of 2018 (Appendix 1) and (ii) the draft committee timetable for January-December 2019 (Appendix 2).

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### 1. Executive Summary

- 1.1 The 2018 committee timetable was approved by the Council on 4 October 2018. Following a decision at the last meeting of the Council to change the frequency of Council meetings from 8-weekly to 6-weekly, a revised timetable for the remainder of 2018 is presented for the Council's consideration, together with a proposed timetable for 2019.

### 2. Background

- 2.1 At the start of each Administration, the Council agrees a timetable of meetings for the remainder of that year and, each year thereafter, approves a committee timetable for the following calendar year. The current committee timetable, covering the period January -
- 2.2 At the last meeting of the Council held on 9 May 2018, it was agreed to amend Standing Orders to change the frequency of meetings of the Council from eight-weekly to six-weekly, this change to come into effect for meetings following the summer recess.
- 2.3 A revised committee calendar has been prepared for the remainder of 2018 (Appendix 1). This takes into account 6-weekly\* Council meetings and highlights consequential changes required to scheduled committee meetings. A timetable for the period January - December

\* Please note that, to accommodate recess periods, one 5-week cycle has been included.

- 2.4 The 2019 timetable does not include meetings of the Integration Joint Board and IJB PAC, details of which will be intimated to Members separately in due course. Similarly, Locality Planning Partnership meetings and ad hoc/Special meetings are the subject of separate notification.

### 3. Proposals

- 3.1 The Council is invited to approve (i) the revised committee timetable for the remainder of 2018 (Appendix 1) and (ii) the draft committee timetable for January - December 2019. (Appendix 2).

### 4. Implications

<b>Financial:</b>	None arising from this report.
<b>Human Resources:</b>	None arising from this report.
<b>Legal:</b>	None arising from this report.
<b>Equality:</b>	None arising from this report.
<b>Children and Young People:</b>	None arising from this report.
<b>Environmental &amp; Sustainability:</b>	None arising from this report.
<b>Key Priorities:</b>	Not applicable.
<b>Community Benefits:</b>	Not applicable.

### 5. Consultation

- 5.1 Political Group Leaders, Independent Members and Executive Directors have been consulted on the proposed timetables. Consultation has also taken place with supporting the Women 50:50 focus group work. No adverse comments have been received.



Elma Murray OBE  
Chief Executive

For further information please contact Melanie Anderson, Committee Services Team Leader on telephone number 01294 324131.

### Background Papers

Correspondence with Group Leaders, Independent Members and Executive Directors.

## Appendix 1

### Proposed Revised Committee Timetable August-December 2018

#### Meeting Cycle 4

		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
20 August	1		10.15 a.m. IJB PAC Pre-Agenda 2.00 p.m. Police & Fire & Rescue Ctte	10.00 a.m. Licensing Committee		
27 August	2		2.30p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	9.30 a.m. IJB Pre-Agenda	10.00 a.m. IJB PAC (changed from 6 Sept at Chair's request)
3 September	3		2.30 p.m. Cabinet	10.00 a.m. Appeals Ctte (if required)		9.30 a.m. Ayrshire Shared Services Joint Ctte (TBC) (hosted by SAC) (EAC & SAC only to attend)
10 September	4			10.00 a.m. Appeals Ctte (if required) 10.00 a.m. Licensing Committee	10.00 a.m. Integration Joint Board	
17 September	5		11.00 a.m. Audit & Scrutiny Pre-Agenda	10.00 a.m. Licensing Committee 2.00 p.m. Council	CPP Board (for info)	

#### Meeting Cycle 5

		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
24 September	1		10.00 a.m. Audit & Scrutiny Committee 2.30p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	9.30 a.m. IJB Pre-Agenda	
1 October	2	10.00 a.m. Licensing Board (TBC)	2.30 p.m. Cabinet (Education)	10.00 a.m. Appeals Ctte (if required)		
8 October	3			2.00 p.m. Council	10.00 a.m. Integration Joint Board	
15 October		October recess is reduced from 2 weeks to 1 week. Prior to 2018, it was a 1-week recess				
22 October	4			10.a.m. Licensing Committee		
29 October	5			10.a.m. Licensing Committee 2.00 p.m. Planning Committee 2.15 p.m. Local Review Body	9.30 a.m. IJB Pre-Agenda	
5 November	6		2.30p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body 2.00 p.m. Council		2.00 p.m. Ayrshire Shared Services Joint Ctte (TBC) (hosted by SAC) (EAC & SAC only to attend)

**Meeting Cycle 6**

		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
12 November	1		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet		10.00 a.m. Integration Joint Board	
19 November	2		10.00 a.m. Audit & Scrutiny Ctte 2.00 p.m. Police & Fire & Rescue Ctte	10.00 a.m. Appeals Ctte (if required)		
26 November	3		10.15 a.m. IJB PAC Pre-Agenda	9.30 a.m. IJB Pre-Agenda 10.00 a.m. Licensing Committee	CPP Board (for info)	
3 December	4		2.30p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m. Local Review Body		9.30 a.m. Ayrshire Shared Services Joint Ctte (TBC) (hosted by SAC) (All 3 Ayrshire attend) 10.00 a.m. IJB PAC
10 December	5	10.00 a.m. Licensing Board	2.30 p.m. Cabinet (Education)	10.00 a.m. Appeals Ctte (if required)	10.00 a.m. Integration Joint Board	
17 December	6			2.00 p.m. Council		
24 December						

## Proposed Committee Timetable January • December 2019

Meeting Cycle 1

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Jan						
7 Jan	1		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
14 Jan	2		2.30 p.m. Cabinet (Education)			
21 Jan	3		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.00 p.m. Police & Fire & Rescue	2.00 p.m. Planning 2.15 p.m. LRB		
28 Jan	4		10.00 a.m. Audit & Scrutiny			
4 Feb	5		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
11 Feb	6		2.30 p.m. Cabinet	2.00 p.m. Council		

Meeting Cycle 2

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
18 Feb	1			2.00 p.m. Planning 2.15 p.m. LRB		
25 Feb	2					
4 Mar	3		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
11 Mar	4		2.30 p.m. Cabinet (Education)			
18 Mar	5		11.00 a.m. Audit & Scrutiny Pre-Agenda	2.00 p.m. Planning 2.15 p.m. LRB		
25 Mar	6		10.00 a.m. Audit & Scrutiny	2.00 p.m. Council		
1 April		Recess	Recess	Recess	Recess	Recess

**Meeting Cycle 3**

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8 April	1		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
15 April	2		2.30 p.m. Cabinet			
22 April	3			2.00 p.m. Planning 2.15 p.m. LRB		
29 April	4					
6 May	5		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
13 May	6		2.30 p.m. Cabinet (Education)	2.00 p.m. Council		

**Meeting Cycle 4**

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
20 May	1		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.00 p.m. Police & Fire & Rescue	2.00 p.m. Planning 2.15 p.m. LRB		
27 May	2		10.00 a.m. Audit & Scrutiny			
3 June	3		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
10 June	4		2.30 p.m. Cabinet			
17 June	5		10.00 a.m. Special Audit & Scrutiny (Directorate Plans)	2.00 p.m. Planning 2.15 p.m. LRB		
24 June	6			2.00 p.m. Council		
1 July						
8 July						
15 July						
22 July				Recess		
29 July						
5 August						
12 August						

Meeting Cycle 5

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
19 August	1		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
26 August	2		2.30 p.m. Cabinet (Education)			
2 September	3		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.00 p.m. Police & Fire & Rescue	2.00 p.m. Planning 2.15 p.m. LRB		
9 September	4		10.00 a.m. Audit & Scrutiny			
16 September	5		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
23 September	6		2.30 p.m. Cabinet	2.00 p.m. Council		

Meeting Cycle 6

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30 September	1			2.00 p.m. Planning 2.15 p.m. LRB		
7 October	2					
14 October		Recess	Recess	Recess	Recess	Recess
21 October	3		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
28 October	4		2.30 p.m. Cabinet (Education)			
4 November	5		11.00 a.m. Audit & Scrutiny Pre-Agenda 2.00 p.m. Police & Fire & Rescue	2.00 p.m. Planning 2.15 p.m. LRB		
11 November	6		10.00 a.m. Audit & Scrutiny	2.00 p.m. Council		

Meeting Cycle 7

Wk Begin	Wk	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
18 November	1		2.30p.m. Cabinet Pre-Agenda	10.00 a.m. Licensing	10.00 a.m. Appeals (if required)	
25 November	2		2.30 p.m. Cabinet			
2 December	3			2.00 p.m. Planning 2.15 p.m. LRB		
9 December	4					
16 December	5			2.00 p.m. Council		
23 December		Recess	Recess	Recess	Recess	Recess

Classification: Public