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# NORTH AYRSHIRE COUNCIL

21 September 2022

## North Ayrshire Council

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**Title:** Committee Timetable: January - June 2023

**Purpose:** To invite the Council to consider a timetable of meetings for the period from January until the end of June 2023

**Recommendation:** That the Council agrees:

- (a) to approve the draft committee timetable set out at Appendix 1; 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. The appendix to this report proposes a timetable for the first half of 2023. A proposed timetable for the remainder of 2023 will be presented for consideration at a later date.

## 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 an Easter recess period.
- 2.2 The Council is generally invited to set its timetable for the whole of the next calendar year. However, the October 2023 school holiday dates are still provisional and so to avoid as far as possible the scheduling of meetings within that period next year, it is proposed that the Council approves only the calendar of meetings of the first half of 2023, with the remaining dates then submitted early in the new year.
- 2.3 Dates for the Integration Joint Board (and IJB PAC) and Ayrshire Regional Economic Joint Committee (and Partnership Board) are provisional, to be agreed by the IJB and Joint Committee, respectively.
- 2.4 An indicative date for the Special Meeting of Council to consider the budget is included for information only at this stage, with arrangements to be finalised in due course.

2.5 The proposed timetable does not include the following meetings which will be 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, Appeals 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 1<sup>st</sup> 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; and
- (b) 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 January – June 2023

Meeting Cycle 1

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
2 January		Public Holiday	Public Holiday			
9 January	1			10.00 a.m. Licensing Cttee	10.00 a.m. Integration Joint Board TBC	
16 January	2		2.30 p.m. Cabinet Pre-Agenda			
23 January	3		10.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	10.00 a.m. Appeals Committee (if required)	2.00 p.m. Ayrshire Economic Partnership Board TBC
30 January	4		10.00 a.m. Audit & Scrutiny Cttee			
6 February	5		2.00 p.m. Police & Fire & Rescue Committee	10.00 a.m. Licensing Cttee	10.00 a.m. Integration Joint Board TBC	
13 February	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)	2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Council		

Meeting Cycle 2

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
20 February	1	2.00 p.m. Ayrshire Regional Economic Joint Cttee TBC	2.30 p.m. Cabinet (Education)	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	10.00 a.m. Appeals Committee (if required)	
27 February	2			2.00 p.m. Provisional Special Council (Budget)		10.00 a.m. IJB Performance & Audit TBC
6 March	3			10.00 a.m. Licensing Cttee		10.00 a.m. Ayrshire Shared Services Joint Committee TBC
13 March	4		2.30 p.m. Cabinet Pre-Agenda		10.00 a.m. Integration Joint Board TBC	
20 March	5		10.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	10.00 a.m. Appeals Committee (if required)	
27 March	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)	10.00 a.m. Audit & Scrutiny Cttee	2.00 p.m. Council		
3 April		Easter Recess	Easter Recess	Easter Recess	Easter Recess	Public Holiday

### Meeting Cycle 3

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
10 April	1	Public Holiday				
17 April	2			10.00 a.m. Licensing Cttee		
24 April	3		2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	2.00 p.m. Ayrshire Economic Partnership Board TBC	10.00 a.m. Ayrshire Shared Services Joint Committee TBC
1 May	4	Public Holiday	2.30 p.m. Cabinet (Education)		10.00 a.m. Appeals (if required)	
8 May	5			10.00 a.m. Licensing Cttee	10.00 a.m. Integration Joint Board TBC	
15 May	6	1.00 p.m. Council Pre-Meeting (Provost & Group Leaders) 2.00 p.m. Police & Fire & Rescue Committee		2.00 p.m. Council		

### Meeting Cycle 4

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
22 May	1	2.00 p.m. Ayrshire Regional Economic Joint Cttee TBC	10.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body		
29 May	2		10.00 a.m. Audit & Scrutiny 2.30 p.m. Cabinet		10.00 a.m. Appeals (if required)	
5 June	3			10.00 a.m. Licensing Cttee		10.00 a.m. Ayrshire Shared Services Joint Committee TBC
12 June	4				10.00 a.m. Integration Joint Board TBC	
19 June	5			2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	10.00 a.m. Appeals Committee (if required)	10.00 a.m. IJB Performance & Audit TBC
26 June	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)		2.00 p.m. Council		

The summer recess will begin following the June 2023 Council meeting and is expected to end w/c 7 August 2023.