

EAST AYRSHIRE COUNCIL

COUNCIL MEETING - 3 NOVEMBER 2011

DRAFT EAST AYRSHIRE COUNCIL MEETINGS CALENDAR FOR JANUARY TO 24 MAY 2012

Report by the Executive Director of Finance and Corporate Support

1. PURPOSE OF REPORT

- 1.1** To submit for consideration of Council, a draft East Ayrshire Council Meetings Calendar for January to 24 May 2012 (copy enclosed).

2. BACKGROUND

- 2.1** In terms of Standing Order 1.1(i) "In an Election year, the Council shall meet at 1000 hours on the Thursday of the week following the Election or on such alternative date as the Council may previously have agreed, such date being within 21 days immediately following the day of Election".
- 2.2** In terms of Standing Order 11, "Ordinary Meetings of the Council, Committees, Forums or Panels, shall be held in accordance with the administrative arrangements approved by the Council from time to time".
- 2.3** In line with current practice, the dates of public and school holidays have been taken into account in the preparation of the draft Meetings Calendar.
- 2.4** Dates for meetings of CoSLA, Strathclyde Police Authority, Community Justice Authority and Ayrshire Criminal Justice Joint Committee have still to be determined but will be intimated to Members in due course. Dates for Strathclyde Passenger Transport and Strathclyde Fire & Rescue Board are included.
- 2.5** Dates for the Local Review Body have not been included. Meetings of the Local Review Body will be arranged as and when review requests are received.
- 2.6** Provisional dates for Appeals Panels have been scheduled in line with the new provisions as agreed at the Council Meeting on 23 September 2010. If the Meetings Calendar is approved, arrangements will be made to populate, in advance, meetings with Elected Members including Substitutes.
- 2.7** Dates for Elected Member Training Seminar during the first half of 2012 have also been inserted. Topics for these Seminars will be allocated in consultation with appropriate Officers and Elected Members will be advised of these in early case along with approximate times.

2.8 The scheduling of the Statutory Meeting of East Ayrshire Council on the Thursday, two weeks following the Local Government Elections was introduced following the first Elections in 2007 (prior to that, the Statutory Meeting had been scheduled for the Thursday following the Elections). It is suggested that the arrangement to have the statutory meeting on the Thursday, two weeks following the Elections continues, as it gives additional time between the election of East Ayrshire Councillors and the Statutory Meeting to provide for political parties and council officials to prepare the business that requires to be transacted at the Statutory Meeting. Accordingly, it is proposed that the Statutory Meeting in 2012 be held on Thursday 17 May 2012 at 1000 hours with a second alternate provisional date for a Statutory Meeting being scheduled in the Calendar for Thursday 24 May 2012 if required.

2.9 In the interim period following the Local Government Elections and prior to the Statutory Meeting of Council, the Chief Executive has delegated powers to deal with urgent and emergency situations, the outcomes of which would be reported to the meeting of the Statutory Council for Members' information.

3. FINANCIAL/POLICY/COMMUNITY PLANNING IMPLICATIONS - Nil.

4. LEGAL AUTHORITY

4.1 In terms of the statutory meeting of Council, under paragraph 1 of schedule 7 of the Local Government (Scotland) Act 1973, as amended, a Council shall hold in every year such meetings as they think necessary and in an election year shall hold a meeting within 21 days immediately following the day of the Election.

5. RECOMMENDATIONS

5.1 It is recommended to Council:-

- (i) to approve the enclosed Meetings Calendar subject to the inclusion of the meeting dates of the outside agencies identified at Paragraph 2.4; and
- (ii) otherwise, to note the contents of the report.

Alex McPhee
Executive Director of Finance and Corporate Support

9 September 2011
JMcG/SW
ENC(1)

LIST OF BACKGROUND PAPERS - NIL

Any person wishing further information on this report should contact Julie McGarry, Administration Manager on telephone number (01563) 576147.

Implementation Officer: Julie McGarry, Administration Manager.

MEETINGS CALENDAR: JANUARY - MAY 2012

| DATE/TIME OF MEETING | NAME OF CABINET/CTTEE ETC | LODGEMENT DATE | *PRE-AGENDA MEETING DETAILS | ISSUE AGENDA |
|----------------------------------|---|-----------------------|------------------------------------|---------------------|
| <u>JANUARY</u> | | | | |
| TUES 10/1/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: HR COMMITTEE | - | - | - |
| WED 11/1/2012 1000 HOURS | CABINET | TUES 20/12/2011 | WED 4/1/2012 | THURS 5/1/2012 |
| WED 11/1/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: RESOURCES & BEST VALUE COMMITTEE | - | - | - |
| THURS 12/1/2012 1000 HOURS | LOCAL GOVERNMENT LICENSING PANEL | TUES 20/12/2011 | WED 4/1/2012 | THURS 5/1/2012 |
| FRI 13/1/2012 1000 HOURS | GOVERNANCE AND SCRUTINY | TUES 20/12/2011 | WED 4/1/2012 | FRI 6/1/2012 |
| TUE 17/1/2012 1000 HOURS | APPEALS PANEL (PROVISIONAL) | - | - | MON 9/1/2012 |
| WED 18/1/2012 1000 HOURS | GALLEON TRUST | THURS 5/1/2012 | - | WED 11/1/2012 |
| WED 18/1/2012 1230 HOURS | STRATHCLYDE POLICE AUTHORITY: BUDGET WORKING GROUP | - | - | - |
| THURS 19/1/2012 1400 HOURS | STRATHCLYDE FIRE AND RESCUE BOARD: SPECIAL MEETING | - | - | - |
| FRI 20/1/2012 1000 HOURS | SOUTHERN LOCAL PLANNING | WED 11/1/2012 | - | FRI 13/1/2012 |
| FRI 20/1/2012 1100 HOURS | SPT: OPERATIONS | - | - | - |
| WED 25/1/2012 1000 HOURS | CABINET | THURS 12/1/2012 | WED 18/1/2012 | THURS 19/1/2012 |
| THURS 26/1/2012 1000 HOURS | GOVERNANCE AND SCRUTINY WORKSHOP 2012 | - | - | THURS 19/1/2012 |
| THURS 26/1/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: SPECIAL MEETING | - | - | - |
| FRI 27/1/2012 1000 HOURS | NORTHERN LOCAL PLANNING | WED 18/1/2012 | - | FRI 20/1/2012 |
| FRI 27/1/2012 1100 HOURS | CoSLA: LEADERS MEETING | - | - | - |
| FRI 27/1/2012 1100 HOURS | SPT: STRATEGY & PROGRAMMES | - | - | - |

* Chairs to determine time of Pre-Agenda.

| DATE/TIME OF MEETING | NAME OF CABINET/CTTEE ETC | LODGEMENT DATE | *PRE-AGENDA MEETING DETAILS | ISSUE AGENDA |
|--|--|----------------------------|-----------------------------|---------------------|
| JANUARY (Con't) | | | | |
| TUES 31/1/2012 1000 HOURS | APPEALS PANEL (PROVISIONAL) | - | - | MON 23/1/2012 |
| TUES 31/1/2011 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: COMPLAINTS & PROFESSIONAL STANDARDS COMMITTEE | - | - | - |
| FEBRUARY | | | | |
| WED 1/2/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: AUDIT GOVERNANCE & RISK COMMITTEE | - | - | - |
| THURS 2/2/2012 0930 HOURS | ELECTED MEMBERS SEMINAR | - | - | - |
| FRI 3/2/2012 1100 HOURS | CHILDREN AND YOUNG PEOPLE'S REPRESENTATIVE FORUM | - | - | - |
| TUES 7/2/2012 1000 HOURS | LICENSING BOARD | - | - | - |
| WED 7/2/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: COMMUNITY & CITIZENS ENGAGEMENT COMMITTEE | - | - | - |
| WED 8/2/2012 1000 HOURS | CABINET | THURS 26/1/2012 | WED 1/2/2012 | THURS 2/2/2012 |
| THURS 9/2/2012 1000 HOURS | COUNCIL | THURS 26/1/2012 | TUES 31/1/2012 | FRI 3/2/2012 |
| THURS 9/2/2012 1330 HOURS | PRE-MEETING: JOINT NEGOTIATING CTTEE FOR TEACHING STAFF | - | - | - |
| THURS 9/2/2012 1400 HOURS | JOINT NEGOTIATING CTTEE FOR TEACHING STAFF | - | - | THURS 2/2/2012 |
| FRI 10/2/2012 1000 HOURS | STRATHCLYDE FIRE AND RESCUE BOARD | | | |
| FRI 10/2/2012 1100 HOURS | SPT: PARTNERSHIP | - | - | - |

* Chairs to determine time of Pre-Agenda.

| DATE/TIME OF MEETING | NAME OF CABINET/CTTEE ETC | LODGEMENT DATE | *PRE-AGENDA MEETING DETAILS | ISSUE AGENDA |
|--|--|--------------------|-----------------------------|--------------------|
| <u>FEBRUARY</u> (Con't) | | | | |
| FRI 10/2/2012 1130 HOURS | CHILDREN & YOUNG PEOPLE'S REPRESENTATIVE FORUM EXECUTIVE GROUP | - | - | - |
| THURS 16/2/2012 | CoSLA: ANNUAL CONFERENCE | - | - | - |
| FRI 17/2/2012 1000 HOURS | GOVERNANCE & SCRUTINY | THURS 2/2/2012 | WED 8/2/2012 | FRI 10/2/2012 |
| FRI 17/2/2012 | CoSLA: ANNUAL CONFERENCE | - | - | - |
| TUES 21/2/2012 1000 HOURS | APPEALS PANEL (PROVISIONAL) | - | - | MON 13/2/2012 |
| TUES 21/2/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: STRATEGIC PLANNING & PERFORMANCE COMMITTEE | - | - | - |
| WED 22/2/2012 1000 HOURS | CABINET | THURS 9/2/2012 | WED 15/2/2012 | THURS 16/2/2012 |
| THURS 23/2/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY | - | - | - |
| FRI 24/2/2012 1000 HOURS | SOUTHERN LOCAL PLANNING | WED 15/2/2012 | - | FRI 17/2/2012 |
| FRI 24/2/2012 1100 HOURS | CoSLA: LEADERS MEETING | - | - | - |
| <u>MARCH</u> | | | | |
| FRI 2/3/2012 1000 HOURS | NORTHERN LOCAL PLANNING | WED 22/2/2012 | - | FRI 24/2/2012 |
| TUES 6/3/2012 1000 HOURS | LICENSING BOARD | - | - | - |
| TUES 6/3/2012 1400 HOURS | ELECTED MEMBERS SEMINAR | - | - | - |
| WED 7/3/2012 1000 HOURS | CABINET | THURS 23/2/2012 | WED 29/2/2012 | THURS 1/3/2012 |
| THURS 8/3/2012 1000 HOURS | LOCAL GOVERNMENT LICENSING PANEL | FRI 24/2/2012 | TUES 28/2/2012 | THURS 1/3/2012 |
| THURS 8/3/2012 1400 HOURS | EQUALITIES FORUM | - | - | THURS 1/2/2012 |

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| DATE/TIME OF MEETING | NAME OF CABINET/CTTEE ETC | LODGEMENT DATE | *PRE-AGENDA MEETING DETAILS | ISSUE AGENDA |
|---|--|---------------------------|-----------------------------|----------------------|
| MARCH (Con't) | | | | |
| FRI 9/3/2012 1100 HOURS | SPT: OPERATIONS | - | - | - |
| TUES 13/3/2012 1000 HOURS | CENTRAL NORTH LOCAL GRANTS | TUES 28/2/2012 | FRI 2/3/2012 | TUES 6/3/2012 |
| TUES 13/3/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: HR COMMITTEE | - | - | - |
| TUES 13/3/2012 1400 HOURS | CENTRAL SOUTH LOCAL GRANTS | TUES 28/2/2012 | FRI 2/3/2012 | TUES 6/3/2012 |
| WED 14/3/2012 1000 HOURS | GALLEON TRUST | WED 29/2/2012 | - | WED 7/3/2012 |
| WED 14/3/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: RESOURCES & BEST VALUE COMMITTEE | - | - | - |
| WED 14/3/2012 1400 HOURS | NORTHERN LOCAL GRANTS | WED 29/2/2012 | MON 5/3/2012 | WED 7/3/2012 |
| THURS 15/3/2012 1400 HOURS | SOUTHERN LOCAL GRANTS | THURS 1/3/2012 | TUES 6/3/2012 | THURS 8/3/2012 |
| THURS 15/3/2012 1400 HOURS | COMMUNITY PLANNING AND PARTNERSHIP BOARD | - | - | THURS 8/3/2012 |
| THURS 15/3/2012 1400 HOURS | STRATHCLYDE FIRE AND RESCUE BOARD | - | - | - |
| FRI 16/3/2012 1000 HOURS | GOVERNANCE AND SCRUTINY | THURS 1/3/2012 | WED 7/3/2012 | FRI 9/3/2012 |
| TUES 20/3/2012 1000 HOURS | APPEALS PANEL (PROVISIONAL) | - | - | MON 12/3/2012 |
| TUES 20/3/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: COMPLAINTS & PROFESSIONAL STANDARDS COMMITTEE | - | - | - |
| WED 21/3/2012 1000 HOURS | CABINET | THURS 8/3/2012 | WED 14/3/2012 | THURS 15/3/2012 |
| THURS 22/3/2012 1000 HOURS | COUNCIL | THURS 8/3/2012 | TUES 13/3/2012 | FRI 16/3/2012 |

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| DATE/TIME OF MEETING | NAME OF CABINET/CTTEE ETC | LODGEMENT DATE | *PRE-AGENDA MEETING DETAILS | ISSUE AGENDA |
|----------------------------------|---|------------------|-----------------------------|--------------------|
| <u>MARCH (Con't)</u> | | | | |
| THURS 22/3/2012 1330 HOURS | PRE-MEETING: CENTRAL JCC | - | - | - |
| THURS 22/3/2012 1400 HOURS | CENTRAL JCC | - | - | THURS 15/3/2012 |
| FRI 23/3/2012 1000 HOURS | SOUTHERN LOCAL PLANNING | WED 14/3/2012 | - | FRI 16/3/2012 |
| FRI 23/3/2012 1100 HOURS | SPT: STRATEGY & PROGRAMMES | - | - | - |
| FRI 23/3/2012 1300 HOURS | SPT: AUDIT & STANDARDS | - | - | - |
| TUES 27/3/2012 1000 HOURS | APPEALS PANEL (PROVISIONAL) | - | - | MON 19/3/2012 |
| TUES 27/3/2012 1100 HOURS | CHILDREN & YOUNG PEOPLE'S ANNUAL WORKSHOP | - | - | - |
| THURS 29/3/2012 0930 HOURS | ELECTED MEMBERS SEMINAR | - | - | - |
| FRI 30/3/2012 1000 HOURS | NORTHERN LOCAL PLANNING | WED 21/3/2012 | - | FRI 23/3/2012 |
| FRI 30/3/2012 1100 HOURS | SPT: PARTNERSHIP | - | - | - |
| FRI 30/3/2012 | CoSLA: CONVENTION | - | - | - |
| <u>APRIL</u> | | | | |
| WED 4/4/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: AUDIT GOVERNANCE & RISK COMMITTEE | - | - | - |
| TUES 10/4/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: COMMUNITY & CITIZENS ENGAGEMENT COMMITTEE | - | - | - |
| WED 11/4/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY: STRATEGIC PLANNING & PERFORMANCE COMMITTEE | - | - | - |
| TUES 17/4/2012 1000 HOURS | APPEALS PANEL (PROVISIONAL) | - | - | TUES 10/4/2012 |

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| DATE/TIME OF MEETING | NAME OF CABINET/CTTEE ETC | LODGEMENT DATE | *PRE-AGENDA MEETING DETAILS | ISSUE AGENDA |
|---|---|----------------------------|------------------------------------|----------------------|
| <u>APRIL (Con't)</u> | | | | |
| WED 18/4/2012 1000 HOURS | CABINET | THURS 5/4/2012 | WED 11/4/2012 | THURS 12/4/2012 |
| THURS 19/4/2012 1000 HOURS | SOUTHERN LOCAL PLANNING | TUES 10/4/2012 | - | THURS 12/4/2012 |
| THURS 19/4/2012 1000 HOURS | STRATHCLYDE POLICE AUTHORITY | - | - | - |
| FRI 20/4/2012 1000 HOURS | GOVERNANCE AND SCRUTINY | THURS 5/4/2012 | WED 11/4/2012 | FRI 13/4/2012 |
| TUES 24/4/2012 1000 HOURS | LICENSING BOARD | - | - | - |
| FRI 20/4/2012 1100 HOURS | CoSLA: LEADERS MEETING | - | - | - |
| WED 25/4/2012 1000 HOURS | LOCAL GOVERNMENT LICENSING PANEL | THURS 5/4/2012 | WED 11/4/2012 | WED 18/4/2012 |
| WED 25/4/2012 1400 HOURS | NORTHERN LOCAL PLANNING | MON 16/4/2012 | - | WED 18/4/2012 |
| THURS 26/4/2012 1000 HOURS | COUNCIL | THURS 12/4/2012 | TUES 17/4/2012 | FRI 20/4/2012 |
| <u>MAY</u> | | | | |
| THURS 17/5/2012 1000 HOURS | STATUTORY COUNCIL MEETING | TUES 8/5/2012 | - | FRI 11/5/2012 |
| THURS 24/5/2012 1000 HOURS | STATUTORY COUNCIL MEETING - ALTERNATIVE PROVISIONAL DATE | TUES 15/5/2012 | - | FRI 18/5/2012 |

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