

PERTH AND KINROSS COUNCIL

22 JUNE 2016

PROPOSED TIMETABLE OF MEETINGS 2017

Report by Head of Democratic Services

PURPOSE OF REPORT

This report seeks approval of the proposed timetable of meetings for 2017 up to the local government elections.

1. BACKGROUND / MAIN ISSUES

- 1.1 Since 2007, the Council has successfully operated an eight weekly cycle of committee meetings. In addition to this, the Development Management Committee operates on a four weekly basis, the Licensing Committee on a six weekly basis, and the Local Review Body meets approximately every four weeks. Timetables have also continued to take account of fixed recess periods at Easter, summer and October holiday periods.
- 1.2 In July 2015, the Council approved the 2016 timetable of meetings and an indicative timetable for 2017. The current timetable has continued to work well, and has enabled the programming of an increasing number of other meeting commitments for elected members and officers.

2. PROPOSED TIMETABLE

- 2.1 In line with the practice in previous years, the first meeting of the Housing and Health Committee has been timetabled to take place on 25 January 2017 to enable consideration of any proposed rent changes. A special meeting of the Council for setting the budget has been included provisionally for 9 February 2017.
- 2.2 The timetable includes dates up until the Scottish Local Government Elections on 4 May 2017 and follows a similar pattern to the 2016 timetable. Included is an indicative date of 17 May 2017 for the statutory meeting of the Council following the Elections, although the last date for the statutory meeting is 24 May 2017. It is also proposed that the Kirking of the Council take place on Sunday 4 June 2017.

3. CONCLUSION AND RECOMMENDATION

- 3.1 This report outlines the proposed committee timetable for 2017 up to the date of the Scottish Local Government Elections.
- 3.2 It is recommended that Council approve the proposed timetable of meetings as set out in Appendix 1.

Author

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Approved

Name	Designation	Date
Gillian Taylor	Head of Democratic Services	24 May 2016

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	Yes
Corporate Plan	Yes
Resource Implications	
Financial	None
Workforce	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	None
Strategic Environmental Assessment	None
Sustainability (community, economic, environmental)	None
Legal and Governance	None
Risk	None
Consultation	
Internal	Yes
External	None
Communication	
Communications Plan	Yes

1. Strategic Implications

Community Plan / Single Outcome Agreement

- 1.1 This proposals in this report support delivery of the Council's objectives within the Corporate Plan and the Community Plan.

2. Resource Implications

Financial

- 2.1 N/A

Workforce

- 2.2 N/A

Asset Management (land, property, IT)

- 2.3 N/A

3. Assessments

Equality Impact Assessment

3.1 N/A

Strategic Environmental Assessment

3.2 N/A

Sustainability

3.3 N/A

Legal and Governance

3.4 N/A

Risk

3.5 N/A

4. Consultation

Internal

4.1 An indicative timetable for 2017 up to the local government elections was approved by Council in July 2015. Consultation has also taken place through the Modernising Governance Member/Officer Working Group.

External

4.2 N/A

5. Communication

5.1 Following approval, the timetable of meetings for 2017 will be implemented across the Council and published on the Council's website.

2. BACKGROUND PAPERS

N/A

3. APPENDICES

Appendix 1 – Proposed Council and Committee Timetable for 2017