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Argyll and Bute Council **Comhairle Earra Ghaidheal agus Bhoid**

Customer Services

Executive Director: Douglas Hendry



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25 November 2014

SUPPLEMENTARY PACK 2

ARGYLL AND BUTE COUNCIL - COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD on
THURSDAY, 27 NOVEMBER 2014 at 2:00 PM

I enclose herewith item 13 (**PROGRAMME OF MEETINGS 2015/16**) which was marked to follow on the Agenda for the above Meeting.

Douglas Hendry
Executive Director – Customer Services

ITEM TO FOLLOW

- 13. PROGRAMME OF MEETINGS 2015/16**
Report by Executive Director – Customer Services (Pages 1 - 6)

ARGYLL AND BUTE COUNCIL

Contact: Hazel MacInnes Tel: 01546 604269

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ARGYLL AND BUTE COUNCIL

COUNCIL

CUSTOMER SERVICES

27 NOVEMBER 2014

DRAFT PROGRAMME OF MEETINGS 2015/16

1.0 EXECUTIVE SUMMARY

- 1.1 The Council's Standing Orders for Meetings (SO 20.1) require the Council to approve a Programme of Meetings for the Council and its Committees every year.
- 1.2 The Council is invited to consider and approve a draft Programme of Meetings for the year 2015-16.

ARGYLL AND BUTE COUNCIL

COUNCIL

CUSTOMER SERVICES

27 NOVEMBER 2014

DRAFT PROGRAMME OF MEETINGS 2015/16

2.0 INTRODUCTION

- 2.1 The Council's Standing Orders for Meetings require the Council to approve a Programme of Meetings for the Council and its Committees every year. Attached is a draft programme of meetings for the year 2015-16, based on the current committee cycle, which it is recommended that the Council approve.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Council consider and approve the draft Programme of Meetings for the year 2015-16.

4.0 DETAIL

- 4.1 Standing Order 20.1 requires that the Council approve a Programme of Meetings each year.
- 4.2 The current approved Programme of Meetings for the Council and its Committees runs until April 2015.
- 4.3 The Council is required to approve a Programme of Meetings for the period May 2015 to April 2016 and a draft is attached at Appendix 1 to this report.
- 4.4 The attention of members is drawn to the addition in this draft programme of proposed meeting dates for Area Community Planning Groups which are substantially different from those agreed for previous years. There has been significant representation from Members about these meetings taking place on the same days as Area Committees /business days, with Members expressing a preference for the Community Planning Groups to meet on an alternative date. To that end the draft programme of meetings includes suggested dates for CPGs to meet in the months of May, August, November and February, with Bute and Cowal meeting on the second Tuesday of those months, MAKI on the second Wednesday of those months, Helensburgh Lomond on the third Tuesday, and Oban, Lorn and the Isles meeting on the third Thursday of May, November and February, and the fourth Thursday of August. These proposed dates avoid potential diary clashes for Members with other Council/Committee meetings.

5.0 CONCLUSION

- 5.1 The Council's Standing Orders for Meetings require the Council to approve a Programme of Meetings for the Council and its Committees. The

approved Programme runs until April 2015 and the Council is invited to approve a Programme of Meetings for the period May 2015 to April 2016.

6.0 IMPLICATIONS

- 6.1 Policy - None
- 6.2 Financial – Members travel and subsistence costs
- 6.3 Legal – Requirement of Standing Order 20.1
- 6.4 HR – None
- 6.5 Equalities – None
- 6.6 Risk – None
- 6.7 Customer Service - None

Executive Director of Customer Services

28 October 2014

For further information contact: Charles Reppke, Head of Governance and Law

APPENDICES

Appendix 1 – Draft Programme of Meetings 2015/16

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PROGRAMME OF MEETINGS – 2015/2016 (January – April 2015 previously agreed)

	2015												2016			
Committee	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April
Council	<i>Thurs</i> 22	<i>Thurs</i> 12 <i>Budget</i>		<i>Thurs</i> 23		<i>Thurs</i> 25			<i>Thurs</i> 24		<i>Thurs</i> 26		<i>Thurs</i> 21	<i>Thurs</i> 11 <i>Budget</i>		<i>Thurs</i> 21
Policy & Resources		<i>Thurs</i> 5	<i>Thurs</i> 19		<i>Thurs</i> 14			<i>Thurs</i> 20		<i>Thurs</i> 29		<i>Thurs</i> 17		<i>Thurs</i> 4	<i>Thurs</i> 17	
Community Services			<i>Thurs</i> 12			<i>Thurs</i> 4			<i>Thurs</i> 10			<i>Thurs</i> 10			<i>Thurs</i> 10	
Env. Dev & Infra	<i>Thurs</i> 15			<i>Thurs</i> 9				<i>Thurs</i> 13			<i>Thurs</i> 12		<i>Thurs</i> 14			<i>Thurs</i> 7
Planning, Protective Services & Licensing	<i>Wed</i> 21	<i>Wed</i> 18	<i>Wed</i> 18	<i>Wed</i> 22	<i>Wed</i> 20	<i>Wed</i> 24		<i>Wed</i> 19	<i>Wed</i> 16	<i>Wed</i> 21	<i>Wed</i> 18	<i>Wed</i> 16	<i>Wed</i> 20	<i>Wed</i> 17	<i>Wed</i> 16	<i>Wed</i> 20
Audit Committee			<i>Fri</i> 13			<i>Fri</i> 19			<i>Fri</i> 25			<i>Fri</i> 4			<i>Fri</i> 11	
Performance Review and Scrutiny Committee		<i>Thurs</i> 26			<i>Thurs</i> 28			<i>Thurs</i> 27			<i>Thurs</i> 19			<i>Thurs</i> 25		
Seminars		<i>Mon</i> 2	<i>Mon</i> 2	<i>Mon</i> 13		<i>Mon</i> 1		<i>Mon</i> 3		<i>Mon</i> 5		<i>Mon</i> 7		<i>Mon</i> 1		<i>Mon</i> 5
Bute and Cowal Area Committee/ Bus Day)	<i>Tues</i> 6 <i>(BD)</i>	<i>Tues</i> 3 <i>(AC)</i>	<i>Tues</i> 3 <i>(BD/</i>	<i>Tues</i> 7 <i>(AC)</i>	<i>Tues</i> 5 <i>(BD)</i>	<i>Tues</i> 2 <i>(AC)</i>		<i>Tues</i> 4 <i>(AC)</i>	<i>Tues</i> 1 <i>(BD)</i>	<i>Tues</i> 6 <i>(AC)</i>	<i>Tues</i> 3 <i>(BD)</i>	<i>Tues</i> 1 <i>(AC)</i>	<i>Tues</i> 5 <i>(BD)</i>	<i>Tues</i> 2 <i>(AC)</i>	<i>Tues</i> 1 <i>(BD)</i>	<i>Tues</i> 6 <i>(AC)</i>
Bute and Cowal CPG			<i>Tues</i> 3 rd <i>(pm)</i>		<i>Tues</i> 12 th			<i>Tues</i> 11th			<i>Tues</i> 10 th			<i>Tues</i> 9th		
Mid Argyll, Kintyre & the Islands Area Committee/ Bus Day	<i>Wed</i> 7 <i>(BD)</i>	<i>Wed</i> 4 <i>(AC)</i>	<i>Wed</i> 4 <i>(BD)</i>	<i>Wed</i> 8 <i>(AC)</i>	<i>Wed</i> 6 <i>(BD)</i>	<i>Wed</i> 3 <i>(AC)</i>		<i>Wed</i> 5 <i>(AC)</i>	<i>Wed</i> 2 <i>(BD)</i>	<i>Wed</i> 7 <i>(AC)</i>	<i>Wed</i> 4 <i>(BD)</i>	<i>Wed</i> 2 <i>(AC)</i>	<i>Wed</i> 6 <i>(BD)</i>	<i>Wed</i> 3 <i>(AC)</i>	<i>Wed</i> 2 <i>(BD)</i>	<i>Wed</i> 7 <i>(AC)</i>
MAKI CPG			<i>Wed</i> 4 th <i>(pm)</i>		<i>Wed</i> 13 th			<i>Wed</i> 12th			<i>Wed</i> 11 th			<i>Wed</i> 10th		
Helensburgh & Lomond Area Committee / Bus Day	<i>Tues</i> 13 <i>(BD)</i>	<i>Tues</i> 10 <i>(AC)</i>	<i>Tues</i> 10 <i>(BD)</i>	<i>Tues</i> 14 <i>(AC)</i>	<i>Tues</i> 12 <i>(BD)</i>	<i>Tues</i> 9 <i>(AC)</i>		<i>Tues</i> 11 <i>(AC)</i>	<i>Tues</i> 8 <i>(BD)</i>	<i>Tues</i> 13 <i>(AC)</i>	<i>Tues</i> 10 <i>(BD)</i>	<i>Tues</i> 8 <i>(AC)</i>	<i>Tues</i> 12 <i>(BD)</i>	<i>Tues</i> 9 <i>(AC)</i>	<i>Tues</i> 8 <i>(BD)</i>	<i>Tues</i> 13 <i>(AC)</i>
H/Lomond CPG			<i>Tues</i> 10 th <i>(pm)</i>		<i>Tues</i> 19 th			<i>Tues</i> 18th			<i>Tues</i> 17 th			<i>Tues</i> 16th		
Oban, Lorn & the Isles Area Committee/ Bus Day	<i>Wed</i> 14 <i>(BD)</i>	<i>Wed</i> 11 <i>(AC)</i>	<i>Wed</i> 11 <i>(BD)</i>	<i>Wed</i> 15 <i>(AC)</i>	<i>Wed</i> 13 <i>(BD)</i>	<i>Wed</i> 10 <i>(AC)</i>		<i>Wed</i> 12 <i>(AC)</i>	<i>Wed</i> 9 <i>(BD)</i>	<i>Wed</i> 14 <i>(AC)</i>	<i>Wed</i> 11 <i>(BD)</i>	<i>Wed</i> 9 <i>(AC)</i>	<i>Wed</i> 13 <i>(BD)</i>	<i>Wed</i> 10 <i>(AC)</i>	<i>Wed</i> 9 <i>(BD)</i>	<i>Wed</i> 14 <i>(AC)</i>
OLI CPG			<i>Wed</i> 11 th <i>(pm)</i>		<i>Thurs</i> 21 st			<i>Thurs</i> 27th			<i>Thurs</i> 19 th			<i>Thurs</i> 18th		
EJCC		<i>Fri</i> 6							<i>Fri</i> 4					<i>Fri</i> 5		

July is a summer recess .

Quarterly Mtgs:

**Audit –
Performance, Review & Scrutiny –
Community Services –
Environment, Development & Infrastructure:**

**March, June, September, December
February, May, August, November
March, June, September, December
January, April, August, November**

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