

REPORT TO: East Lothian Council

MEETING DATE: 27 June 2017

BY: Depute Chief Executive (Resources & People Services)

SUBJECT: Schedule of Meetings 2017/18

1 PURPOSE

- 1.1 To set the Schedule of Meetings of the Council, Committees and other forums for 2017/18.

2 RECOMMENDATIONS

- 2.1 The Council is asked:
- i. to approve the proposed Schedule of Meetings for 2017/18; and
 - iii. to note that the schedule is subject to change, and that any changes will be communicated to Members and officers as soon as practicable.

3 BACKGROUND

- 3.1 The annual Schedule of Meetings for 2017/18 is presented to Members for approval. There will be approximately 125 committee meetings during 2017/18. The schedule largely follows the pattern set for previous years, with a week-long mid-term break in October, a two-week winter break over Christmas/New Year, and a two-week break over the Easter period.
- 3.2 A number of additional meetings of the Planning Committee have been scheduled, to take account of the anticipated increase in planning applications generated by the Local Development Plan. Compared to 2016/17, there will be a decrease in the numbers of meetings of the Cabinet, Education Committee, Audit & Governance Committee, Policy & Performance Review Committee and Police, Fire & Community Safety Scrutiny Committee.
- 3.3 Members should note that the Integration Joint Board (IJB) and Musselburgh Joint Racing Committee set their own meeting dates and these are included on the schedule for noting rather than approval.

- 3.4 A number of dates have been scheduled for Members' briefing sessions. The briefing session topics will be communicated to Members in due course.
- 3.5 On approval of the dates, venues for meetings and briefings will be booked and confirmed with Members and officers. Members are asked to note that the schedule is subject to change and that any changes will be communicated as soon as practicable.

4 POLICY IMPLICATIONS

- 4.1 None

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

- 6.1 Financial - None
- 6.2 Personnel - None
- 6.3 Other - None

7 BACKGROUND PAPERS

- 7.1 East Lothian Council Standing Orders

AUTHOR'S NAME	Lel Gillingwater
DESIGNATION	Team Manager – Democratic & Licensing
CONTACT INFO	lgillingwater@eastlothian.gov.uk x7225
DATE	12 June 2017

**East Lothian Council
Draft Schedule of Meetings 2017/18**

Day	Date	Time	Committee/Meeting	Venue
Tues	15 August 2017	10.00	Planning Committee	
Tues	22 August 2017	10.00 14.00	East Lothian Council Members' briefing	
Thurs	24 August 2017	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board	
Tues	29 August 2017	10.00	Musselburgh Common Good Committee	
Thurs	31 August 2017	14.00	Local Review Body	
Tues	5 September 2017	09.15 10.00	Haddington Common Good Committee Planning Committee	
Wed	6 September 2017	14.00	Joint Consultative Committee	
Thurs	7 September 2017	10.00 14.00	Employee Appeals Sub-Committee North Berwick Common Good Committee	
Mon	11 September 2017	14.00	Safe & Vibrant Communities Partnership	
Tues	12 September 2017	10.00 14.00	Cabinet IJB Audit & Risk Committee	
Wed	13 September 2017	14.00	Resilient People Partnership	
Thurs	14 September 2017	10.00 14.00	Licensing Sub-Committee Petitions Committee	
Tues	19 September 2017	09.00	Musselburgh Joint Racing Committee	
Wed	20 September 2017	14.00	Sustainable Economy Partnership	
Thurs	21 September 2017	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	26 September 2017	10.00 14.00	Audit & Governance Committee East Lothian Partnership	
Thurs	28 September 2017	10.00 14.00	East Lothian Licensing Board + Joint Meeting with East Lothian Local Licensing Forum Dunbar Common Good Committee	
Tues	3 October 2017	10.00	Planning Committee	
Thurs	5 October 2017	10.00	Employee Appeals Sub-Committee	
Wed	11 October 2017	10.00	Policy & Performance Review Committee	
Thurs	12 October 2017	10.00	Licensing Sub-Committee	
<i>Autumn Recess: 16 – 20 October 2017</i>				
Thurs	26 October 2017	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board	
Tues	31 October 2017	10.00 14.00	East Lothian Council Members' Briefing	
Thurs	2 November 2017	10.00	Employee Appeals Sub-Committee	
Tues	7 November 2017	10.00	Planning Committee	
Thurs	9 November 2017	10.00	Licensing Sub-Committee	
Tues	14 November 2017	10.00	Cabinet	
Thurs	16 November 2017	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	21 November 2017	10.00 14.00	Education Committee Members' Briefing	
Wed	22 November 2017	14.00	Resilient People Partnership	

Thurs	23 November 2017	10.00 14.00	East Lothian Licensing Board Dunbar Common Good Committee	
Tues	28 November 2017	10.00 14.00	Audit & Governance Committee Musselburgh Common Good Committee	
Wed	29 November 2017	10.00	Police, Fire and Community Safety Scrutiny Committee	
Tues	5 December 2017	09.15 10.00	Haddington Common Good Committee Planning Committee	
Wed	6 December 2017	14.00	Sustainable Economies Partnership	
Thurs	7 December 2017	10.00 14.00	Employee Appeals Sub-Committee North Berwick Common Good Committee	
Tues	12 December 2017	09.00 14.00	Musselburgh Joint Racing Committee IJB Audit & Risk Committee	
Wed	13 December 2017	14.00	Joint Consultative Committee	
Thurs	14 December 2017	10.00 14.00	Licensing Sub-Committee Petitions Committee	
Tues	19 December 2017	10.00	East Lothian Council	
Thurs	21 December 2017	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board	
<i>Winter Recess: 25 December 2017 – 5 January 2018</i>				
Tues	9 January 2018	10.00	Planning Committee	
Tues	16 January 2018	10.00 14.00	Cabinet Members' Briefing	
Wed	17 January 2018	14.00	Safe & Vibrant Communities Partnership	
Thurs	18 January 2018	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Wed	24 January 2018	14.00	East Lothian Partnership	
Thurs	25 January 2018	10.00	East Lothian Licensing Board	
Thurs	1 February 2018	10.00	Employee Appeals Sub-Committee	
Tues	6 February 2018	10.00	Planning Committee	
Thurs	8 February 2018	10.00	Licensing Sub-Committee	
Tues	13 February 2018	10.00	Council – budget-setting	
Thurs	15 February 2018	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	20 February 2018	10.00 14.00	Audit & Governance Committee Musselburgh Common Good Committee	
Wed	21 February 2018	10.00	Policy & Performance Review Committee	
Thurs	22 February 2018	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board	
Tues	27 February 2018	10.00 14.00	East Lothian Council Members' Briefing	
Thurs	1 March 2018	10.00 14.00	Employee Appeals Sub-Committee North Berwick Common Good Committee	
Tues	6 March 2018	09.15 10.00 14.00	Haddington Common Good Committee Planning Committee IJB Audit & Risk Committee (tbc)	
Wed	7 March 2018	14.00	Joint Consultative Committee	
Thurs	8 March 2018	10.00 14.00	Licensing Sub-Committee Petitions Committee	

Tues	13 March 2018	10.00 14.00	Cabinet Education Committee	
Thurs	15 March 2018	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	20 March 2018	09.00	Musselburgh Joint Racing Committee	
Thurs	22 March 2018	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board (budget-setting)	
Tues	27 March 2018	10.00 14.00	Planning Committee Members' Briefing	
Thurs	29 March 2018	10.00	Dunbar Common Good Committee	
<i>Spring Recess: 2 April – 13 April 2018</i>				
Thurs	19 April 2018	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tues	24 April 2018	10.00 14.00	East Lothian Council Members' Briefing	
Thurs	26 April 2018	10.00	East Lothian Licensing Board	
Tues	1 May 2018	10.00	Planning Committee	
Thurs	3 May 2018	10.00 14.00	Employee Appeals Sub-Committee North Berwick Common Good Committee	
Tues	8 May 2018	10.00	Cabinet	
Thurs	10 May 2018	14.00	Licensing Sub-Committee	
Thurs	17 May 2018	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Thurs	24 May 2018	10.00 14.00	East Lothian Licensing Board Dunbar Common Good Committee	
Tues	29 May 2018	10.00 14.00	Musselburgh Common Good Committee Members' Briefing	
Wed	30 May 2018	10.00	Police, Fire & Community Safety Scrutiny Committee	
Tue	5 June 2018	09.15 10.00	Haddington Common Good Committee Planning Committee	
Wed	6 June 2018	14.00	Joint Consultative Committee	
Thurs	7 June 2018	10.00	Employee Appeals Sub-Committee	
Tue	12 June 2018	10.00 14.00	Cabinet Audit & Governance Committee	
Thurs	14 June 2018	10.00 14.00	Licensing Sub-Committee Petitions Committee	
Tue	19 June 2018	10.00 14.00	Education Committee Members' Briefing	
Wed	20 June 2018	10.00	Policy & Performance Review Committee	
Thurs	21 June 2018	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body	
Tue	26 June 2018	10.00 14.00	East Lothian Council Planning Committee	
Thurs	28 June 2018	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board	
Tue	3 July 2018	09.00	Musselburgh Joint Racing Committee	