

REPORT TO: East Lothian Council

MEETING DATE: 25 February 2020

BY: Depute Chief Executive (Resources & People Services)

SUBJECT: Schedule of Meetings 2020/21

1 PURPOSE

- 1.1 To set the Schedule of Meetings of the Council, committees and other forums for 2020-21.

2 RECOMMENDATIONS

- 2.1 The Council is asked:
- i. to approve the proposed Schedule of Meetings for 2020/21; 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 2020/21 is presented to Members for approval. There are c.115 committee meetings scheduled for 2020/21. The schedule largely follows the pattern set in recent 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 Members should note that the Integration Joint Board (IJB) sets its own dates (including those for the IJB Audit & Risk Committee). As these meeting dates have not yet been approved by the IJB, the dates included on the schedule are provisional and therefore subject to change.
- 3.3 It is anticipated that there may be a need to create a new committee to oversee the governance arrangements at Musselburgh Racecourse; it is likely that a report on this will be submitted to the Council meeting of 28 April and that any required meeting dates will be added to the schedule thereafter.
- 3.4 Members should also note that the date of the budget-setting meeting will be scheduled and communicated to Members in due course.

- 3.5 A number of dates have been included for Members' briefing sessions. Members will be advised of the topics in due course.
- 3.6 On approval of the dates, venues for meetings and briefings will be booked and confirmed with Members and officers. Members are advised that, due to planned internal and external works at Haddington Town House, meetings between January and June 2021 will be held in alternative venues.
- 3.7 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

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DATE	10 February 2020

**East Lothian Council
Schedule of Meetings 2020/21**

Day	Date	Time	Committee/Meeting
Tues	25 August 2020	10.00	East Lothian Council
Thurs	27 August 2020	10.00	East Lothian Licensing Board
Tues	1 September 2020	10.00	Planning Committee
Thurs	3 September 2020	10.00	Employee Appeals Sub-Committee
Tues	8 September 2020	10.00 14.00	Cabinet Members' Briefing
Wed	9 September 2020	14.00	Petitions & Community Empowerment Review Committee
Thurs	10 September 2020	10.00 14.00	Licensing Sub-Committee Local Review Body (Planning)
Tues	15 September 2020	10.00 14.00	IJB Audit & Risk Committee Musselburgh Common Good Committee
Thurs	17 September 2020	10.00 14.00	Homelessness Appeals Sub-Committee East Lothian Integration Joint Board
Tues	22 September 2020	10.00	Audit & Governance Committee
Wed	23 September 2020	14.00	Joint Consultative Committee
Thurs	24 September 2020	10.00 14.00	East Lothian Licensing Board (to be followed by meeting of East Lothian Licensing Board and East Lothian Local Licensing Forum) Haddington Common Good Committee
Thurs	1 October 2020	10.00 14.00	Employee Appeals Sub-Committee North Berwick Common Good Committee
Tues	6 October 2020	10.00	Planning Committee
Wed	7 October 2020	10.00	Policy & Performance Review Committee
Thurs	8 October 2020	10.00 14.00	Licensing Sub-Committee Dunbar Common Good Committee
Tues	13 October 2020	14.00	Members' Briefing
Thurs	15 October 2020	14.00	Local Review Body (Planning)
<i>Autumn Recess: 19 – 26 October 2020</i>			
Tues	27 October 2020	10.00	East Lothian Council
Thurs	29 October 2020	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board
Tues	3 November 2020	10.00	Planning Committee
Thurs	5 November 2020	10.00	Employee Appeals Sub-Committee
Tues	10 November 2020	10.00 14.00	Cabinet Members' Briefing
Thurs	12 November 2020	10.00 14.00	Licensing Sub-Committee Police, Fire & Community Safety Scrutiny Committee
Tues	17 November 2020	10.00	Education Committee
Thurs	19 November 2020	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body (Planning)
Tues	24 November 2020	10.00	Audit & Governance Committee

		14.00	Musselburgh Common Good Committee
Thurs	26 November 2020	10.00 14.00	East Lothian Licensing Board Haddington Common Good Committee
Tues	1 December 2020	10.00	Planning Committee
Thurs	3 December 2020	10.00 14.00	Employee Appeals Sub-Committee East Lothian Integration Joint Board
Tues	8 December 2020	10.00 14.00	IJB Audit & Risk Committee Members' Briefing
Wed	9 December 2020	14.00	Petitions & Community Empowerment Review Committee
Thurs	10 December 2020	10.00 14.00	Licensing Sub-Committee Dunbar Common Good Committee
Tues	15 December 2020	10.00	East Lothian Council
Wed	16 December 2020	14.00	Joint Consultative Committee
Thurs	17 December 2020	10.00 14.00	East Lothian Licensing Board Local Review Body (Planning)
<i>Winter Recess: 24 December 2020 – 6 January 2021</i>			
Tues	12 January 2021	10.00	Planning Committee
Thurs	14 January 2021	10.00 14.00	Licensing Sub-Committee North Berwick Common Good Committee
Tues	19 January 2021	10.00 14.00	Cabinet Members' Briefing
Thurs	21 January 2021	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body (Planning)
Thurs	28 January 2021	10.00	East Lothian Licensing Board
Tues	2 February 2021	10.00 14.00	Planning Committee Musselburgh Common Good Committee
Thurs	4 February 2021	10.00	Employee Appeals Sub-Committee
Thurs	11 February 2021	10.00	Licensing Sub-Committee
Tues	16 February 2021	10.00 14.00	Audit & Governance Committee Members' Briefing
Thurs	18 February 2021	14.00	Local Review Body (Planning)
Tues	23 February 2021	10.00	East Lothian Council
Wed	24 February 2021	10.00	Policy & Performance Review Committee
Thurs	25 February 2021	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board
Tues	2 March 2021	10.00	Planning Committee
Thurs	4 March 2021	10.00 14.00	Employee Appeals Sub-Committee Dunbar Common Good Committee
Tues	9 March 2021	10.00 14.00	Cabinet Members' Briefing
Wed	10 March 2021	14.00	Petitions & Community Empowerment Review Committee
Thurs	11 March 2021	10.00	Licensing Sub-Committee
Tues	16 March 2021	10.00 14.00	Education Committee IJB Audit & Risk Committee
Wed	17 March 2021	14.00	Joint Consultative Committee
Thurs	18 March 2021	10.00	Homelessness Appeals Sub-Committee

		14.00	Local Review Body (Planning)
Thurs	25 March 2021	10.00 14.00 14.00	East Lothian Licensing Board Haddington Common Good Committee East Lothian Integration Joint Board
Tues	30 March 2021	10.00	Planning Committee
Thurs	1 April 2021	10.00 14.00	Employee Appeals Sub-Committee North Berwick Common Good Committee
<i>Spring Recess: 2 – 19 April 2021</i>			
Thurs	22 April 2021	10.00	East Lothian Licensing Board
Tues	27 April 2021	10.00	East Lothian Council
Tues	4 May 2021	10.00	Planning Committee
Thurs	6 May 2021	10.00	Employee Appeals Sub-Committee
Tues	11 May 2021	10.00 14.00	Cabinet Members' Briefing
Thurs	13 May 2021	10.00 14.00	Licensing Sub-Committee Police, Fire and Community Safety Scrutiny Committee
Tues	18 May 2021	14.00	Musselburgh Common Good Committee
Thurs	20 May 2021	10.00 14.00	Homelessness Appeals Sub-Committee Local Review Body (Planning)
Tues	25 May 2021	10.00	Education Appeals Committee
Wed	26 May 2021	10.00	Education Appeals Committee
Thurs	27 May 2021	10.00 14.00 14.00	East Lothian Licensing Board Education Appeals Committee East Lothian Integration Joint Board
Fri	28 May 2021	10.00	Education Appeals Committee
Mon	31 May 2021	10.00	Education Appeals Committee
Tue	1 June 2021	10.00	Planning Committee
Thurs	3 June 2021	10.00 14.00 14.00	Employee Appeals Sub-Committee Dunbar Common Good Committee North Berwick Common Good Committee
Tue	8 June 2021	10.00 14.00	Education Committee IJB Audit & Risk Committee
Wed	9 June 2021	10.00	Policy & Performance Review Committee
Thurs	10 June 2021	10.00 14.00	Licensing Sub-Committee Petitions & Community Empowerment Review Committee
Tue	15 June 2021	10.00 14.00	Audit & Governance Committee Members' Briefing
Wed	16 June 2021	14.00	Joint Consultative Committee
Thurs	17 June 2021	14.00 14.00	Local Review Body (Planning) Haddington Common Good Committee
Tue	22 June 2021	10.00	East Lothian Council
Thurs	24 June 2021	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board
Tue	29 June 2021	10.00	Planning Committee