

The background of the slide features a large, light blue watermark of the Coat of Arms of the City of Edinburgh. The crest is a shield divided into four quarters. The top-left quarter shows a castle tower, the top-right a stag's head with antlers, the bottom-left a sailing ship on waves, and the bottom-right a crowned eagle with wings spread. Above the shield is a crown with four fleurs-de-lis. A ribbon at the bottom contains the motto 'AENE FOR A' in Latin.

Agenda Item 11

**Programme of meetings
January - April 2017**

Falkirk Council

Title: Programme of meetings January - April 2017
Meeting: Falkirk Council
Date: 21 September 2016
Submitted By: Director of Corporate and Housing Services

1. Purpose of Report

- 1.1 The purpose of this report is to present a timetable of meetings for the period 1 January to 29 March 2017.

2. Recommendations

Council is asked to agree the programme of meetings for the period January to 29 March 2017

3. Background

- 3.1 Council traditionally agrees at the first meeting after the summer recess its programme of meetings for the forthcoming calendar year. The exception to this is when local government elections are to be held in the next year. In such cases a programme of meetings for January to April is normally set with the newly elected Council agreeing a programme for the remainder of the year at its first meeting in May.

4. Considerations

- 4.1 The programme is based upon three weekly meetings of the Executive (with one in three meetings being the Education Executive) and bi monthly meetings of the Scrutiny Committee/Scrutiny Committee (External). Members should note the following features of the timetable :-
- The final meeting of Council will be on 29 March 2017. This is later in March than in recent years. However this allows the cycle of meetings to be completed. It would be possible to schedule for further meetings of the Executive and Scrutiny Committees after this date. However it has been the practice in previous years not to schedule policy and scrutiny committees after the final Council meeting in recognition of the demands on members during the election nomination period;
 - As Council's regulatory business (planning and civic licensing) will continue to accrue there may be a need to schedule meetings of both bodies in April 2017. The last scheduled meeting of the Planning Committee is 22 March. Should members decide at that meeting it would be necessary to make site visits in order to inform their decision making then additional meetings may be required in April;

- There may be a requirement to call other meetings in addition to those set today. This could include meetings of ad hoc bodies such as the Appeals and Appointments Committees for example. Special meetings may also be called. Such meetings would be called in accordance with Standing Orders;
- The date of the Council's budget setting meeting is proposed as 22 February. However this will be dependent on the timing of the Scottish Government's budget settlement announcement. The settlement is expected to be in December but the precise timing is not yet known. The date therefore is 'to be confirmed'. The final date will be set by the Provost in accordance with Standing Orders and communicated to members at the earliest opportunity;
- The programme does not include meetings of the performance panel or Licensing Board. Both bodies will agree their own timetable for the period.

5. Consultation

5.1 There has been no consultation on the proposed programme.

6. Implications

Financial

6.1 There are no financial implications.

Resources

6.2 There are no resource implications.

Legal

6.3 There are no legal implications.

Risk

6.4 There are no risks associated with the proposed timetable.

Equalities

6.5 An equality and poverty impact assessment is not required.

Sustainability/Environmental Impact

6.6 A sustainability assessment is not relevant to this report.

7. Conclusions

- 7.1 The programme of meetings for the period January to April is set out in the appendix. The programme allows for full cycle of the Council's main decision making bodies to 29 March 2017. However meetings of ad hoc committees and special meetings may be called.

Director of Corporate and Housing Services

Author – Brian Pirie, Democratic Services Manager; 01324 506110,
brian.pirie@falkirk.gov.uk

Date: 13 September 2016

Appendices

None.

List of Background Papers:

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973:

- None

**FALKIRK COUNCIL
PROGRAMME OF MEETINGS 2017
JANUARY TO APRIL 2017**

10 January – Executive
11 January – Civic Licensing Committee
12 January – Scrutiny Committee - External
25 January – Planning Committee
31 January – Education Executive
2 February – Scrutiny Committee
6 February – Planning On-Site Committee
8 February – Civic Licensing Committee
21 February - Executive
22 February – Special Falkirk Council (budget)
23 February – Planning Committee
28 February – Joint Consultative Committee
6 March – Planning On-Site Committee
7 March - Executive
8 March – Civic Licensing Committee
9 March - Scrutiny Committee – External
13 March – Audit Committee
16 March – Pensions Committee/Board
21 March – Executive/Education Exec
22 March – Planning
29 March – Falkirk Council
5 April – Civic Licensing Committee

Performance Panel: 16th February and 23rd March 2017 (to be confirmed by the Panel)

Licensing Board Meetings 18th January, 15th February, 14th March and 12th April 2017

(to be confirmed by the Board)

Central Scotland Valuation Joint Board – 17th February 2017

(to be confirmed by the Board)

Integration Joint Board – Friday 3 February and 7 April

(to be confirmed by the Board)

Public Holidays 2nd and 3rd January, 14th and 17 April