

| REPORT TO:    | East Lothian Council                  |
|---------------|---------------------------------------|
| MEETING DATE: | 26 February 2013                      |
| BY:           | Executive Director (Support Services) |
| SUBJECT:      | Schedule of Meetings 2013/14          |

#### 1 PURPOSE

1.1 To set the Schedule of Meetings of the Council, Committees and other forums for 2013/14.

#### 2 **RECOMMENDATIONS**

2.1 The Council is asked to approve the proposed Schedule of Meetings for 2013/14.

#### 3 BACKGROUND

- 3.1 The annual Schedule of Meetings for 2013/14 is presented to Members for approval. The schedule largely follows the pattern set for previous years, in that there will be a week-long mid-term break in October, a two-week winter recess over Christmas/New Year and a two-week break in March/April.
- 3.2 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 EQUALITIES IMPACT ASSESSMENT

5.1 This report is not applicable to the well being of equalities groups and an Equalities Impact Assessment is not required.

## 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   | Democratic Services Manager            |
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| DATE          | 11 February 2013                       |

# East Lothian Council Draft Schedule of Meetings 2013/14

| Day   | Date              | Time        | Committee/Meeting (Location)                                      |
|-------|-------------------|-------------|---|
| Tues  | 27 August 2013    | 10.00       | East Lothian Council  |
| Thurs | 29 August 2013    | 10.00       | East Lothian Licensing Board                                      |
|       |                   | 14.00       | Local Review Body (Planning)                                      |
| Tues  | 3 September 2013  | 10.00       | Planning Committee  |
| Wed   | 4 September 2013  | 14.00       | Joint Consultative Committee                                      |
| Thurs | 5 September 2013  | 10.00       |   |
| Mon   | 9 September 2013  | 13.45       | Employee Appeals Sub-Committee<br>East Lothian Community Planning |
| NOT   | 9 September 2013  | 13.45       | Partnership Board   |
| Tues  | 10 September 2013 | 10.00       | Cabinet   |
| Thurs | 12 September 2013 | 10.00       | Licensing Sub-Committee   |
|       |                   | 14.00       | Petitions Committee   |
| Tues  | 17 September 2013 | 10.00       | Audit & Governance Committee                                      |
| Thurs | 19 September 2013 | 10.00       | Tenancy Sub-Committee   |
| Tues  | 24 September 2013 | 10.00       | Policy & Performance Review Committee                             |
|       |                   | 14.00       | Education Committee   |
| Thurs | 26 September 2013 | 10.00       | East Lothian Licensing Board                                      |
|       |                   | 14.00       | Local Review Body (Planning)                                      |
|       |                   |             |   |
| Tues  | 1 October 2013    | 10.00       | Planning Committee  |
| Thurs | 3 October 2013    | 10.00       | Employee Appeals Sub-Committee                                    |
| Tues  | 8 October 2013    | 10.00       | Cabinet   |
| Thurs | 10 October 2013   | 10.00       | Licensing Sub-Committee   |
|       | Autumn Recess:    | Friday 11 O | ctober – Monday 21 October 2013                                   |
| Tues  | 22 October 2013   | 10.00       | East Lothian Council  |
| Thurs | 24 October 2013   | 10.00       | East Lothian Licensing Board                                      |
|       |                   | 14.00       | Local Review Body (Planning)                                      |
| Tues  | 5 November 2013   | 10.00       | Planning Committee  |
| Thurs | 7 November 2013   | 10.00       | Employee Appeals Sub-Committee                                    |
| Tues  | 12 November 2013  | 10.00       | Cabinet   |
| Thurs | 14 November 2011  | 10.00       | Licensing Sub-Committee   |
| Tues  | 19 November 2013  | 10.00       | Audit & Governance Committee                                      |
| Thurs | 21 November 2013  | 10.00       | Tenancy Sub-Committee   |
| Tues  | 26 November 2013  | 10.00       | Policy & Performance Review Committee                             |
| 1005  |                   | 14.00       | Education Committee   |
| Thurs | 28 November 2013  | 10.00       | East Lothian Licensing Board                                      |
|       |                   | 14.00       | Local Review Body (Planning)                                      |
| _     |                   |             |   |
| Tues  | 3 December 2013   | 10.00       | Planning Committee  |
| Wed   | 4 December 2013   | 14.00       | Joint Consultative Committee                                      |
| Thurs | 5 December 2013   | 10.00       | Employee Appeals Sub-Committee                                    |
| Mon   | 9 December 2013   | 13.45       | East Lothian Community Planning<br>Partnership Board              |

| Tours 12 December 2013 10.00 Licensing Sub-Committee   Tues 17 December 2013 10.00 East Lothian Council   Thurs 19 December 2013 10.00 Tenancy Sub-Committee   Tues 17 December 2013 10.00 East Lothian Council   Thurs 19 December 2013 10.00 Tenancy Sub-Committee   Tues 7 January 2014 10.00 Planning Committee   Tues 7 January 2014 10.00 Licensing Sub-Committee   Tues 14 January 2014 10.00 Cabinet   Thurs 16 January 2014 10.00 Auta & Governance Committee   Thurs 16 January 2014 10.00 East Lothian Licensing Board   Tues 21 January 2014 10.00 Policy & Performance Review Committee   Thurs 16 February 2014 10.00 East Lothian Council (Budget-setting)   Thurs 17 February 2014 10.00 East Lothian Council Committee   Tues 14 February 2014 10.00 East Lothian Council Committee   Tues 14 February 2014 10.00 East Lothian Council Committee   Tues 14 F   | Tues   | 10 December 2013 | 10.00 | Cabinet                      |  |  |  |
|---|--|------------------|-------|------------------------------|--|--|--|
| 14.00   Petitions Committee     Tues   17 December 2013   10.00   East Lothian Council     Thurs   19 December 2013   10.00   Tenancy Sub-Committee     14.00   Local Review Body (Planning)     Winter Recess: Friday 20 December 2013 – Monday 6 January 2014     Tues   7 January 2014   10.00   Licensing Sub-Committee     Tues   14 January 2014   10.00   Cabinet     Thurs   16 January 2014   10.00   Cabinet     Thurs   13 January 2014   10.00   East Lothian Licensing Board     Tues   21 January 2014   10.00   East Lothian Licensing Board     Tues   28 January 2014   10.00   East Lothian Licensing Board     Tues   14 February 2014   10.00   East Lothian Council (Budget-setting)     Thurs   16 February 2014   10.00   East Lothian Council (Budget-setting)     Thurs   17 February 2014   10.00   East Lothian Council (Budget-setting)     Thurs   18 February 2014   10.00   East Lothian Council     Thues   25 February 2014   10.0   |  |                  |       |                              |  |  |  |
| Tues   17 December 2013   10.00   East Lothian Council     Thurs   19 December 2013   10.00   Tenancy Sub-Committee     14.00   Local Review Body (Planning)     Winter Recess: Friday 20 December 2013 – Monday 6 January 2014     Tues   7 January 2014   10.00   Planning Committee     Thurs   9 January 2014   10.00   Licensing Sub-Committee     Tues   14 January 2014   10.00   Addit & Governance Committee     Thurs   16 January 2014   10.00   Addit & Governance Committee     Thurs   21 January 2014   10.00   East Lothian Licensing Board     Local Review Body (Planning)   Tues   23 January 2014   10.00     Tues   28 January 2014   10.00   East Lothian Council (Budget-setting)     Thurs   6 February 2014   10.00   East Lothian Council     Thurs   13 February 2014   10.00   East Lothian Council     Thurs   20 February 2014   10.00   East Lothian Council     Thurs   21 February 2014   10.00   East Lothian Committee     Tues  | muis   |                  |       |                              |  |  |  |
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| Thurs24 April 201410.00East Lothian Licensing Board14.00Local Review Body (Planning)  | Tues   | 22 April 2014    | 10.00 | East Lothian Council         |  |  |  |
| 14.00 Local Review Body (Planning)  |  |                  |       |                              |  |  |  |
|   |  |                  |       | •                            |  |  |  |
|   | Tues   | 29 April 2014    |       |                              |  |  |  |
|   |  | •                |       |                              |  |  |  |

| Thurs | 1 May 2014   | 10.00 | Employee Appeals Sub-Committee        |
|-------|--------------|-------|---------------------------------------|
| Tues  | 6 May 2014   | 10.00 | Planning Committee                    |
| Thurs | 8 May 2014   | 10.00 | Licensing Sub-Committee               |
| Tues  | 13 May 2014  | 10.00 | Cabinet                               |
| Thurs | 15 May 2014  | 10.00 | Tenancy Sub-Committee                 |
| Tues  | 20 May 2014  | 10.00 | Audit & Governance Committee          |
| Thurs | 22 May 2014  | 10.00 | East Lothian Licensing Board          |
|       |              | 14.00 | Local Review Body (Planning)          |
|       |              |       |                                       |
| Tues  | 3 June 2014  | 10.00 | Planning Committee                    |
| Wed   | 4 June 2014  | 14.00 | Joint Consultative Committee          |
| Thurs | 5 June 2014  | 10.00 | Employee Appeals Sub-Committee        |
| Mon   | 9 June 2014  | 13.45 | East Lothian Community Planning       |
|       |              |       | Partnership Board                     |
| Tues  | 10 June 2014 | 10.00 | Cabinet                               |
| Thurs | 12 June 2014 | 10.00 | Licensing Sub-Committee               |
|       |              | 14.00 | Petitions Committee                   |
| Tues  | 17 June 2014 | 10.00 | Policy & Performance Review Committee |
|       |              | 14.00 | Education Committee                   |
| Thurs | 19 June 2014 | 10.00 | Tenancy Sub-Committee                 |
| Tues  | 24 June 2014 | 10.00 | East Lothian Council                  |
| Thurs | 26 June 2014 | 10.00 | East Lothian Licensing Board          |
|       |              | 14.00 | Local Review Body (Planning)          |
|       |              |       |                                       |
| Tues  | 15 July 2014 | 10.00 | Audit & Governance Committee          |

30 January 2013