

## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	Urgent Business Committee
<b>DATE</b>	30 June 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Covid-19 - Governance Arrangements Update
<b>REPORT NUMBER</b>	COM/20/094
<b>CHIEF OFFICER</b>	Fraser Bell
<b>REPORT AUTHORS</b>	Fraser Bell and Martyn Orchard
<b>TERMS OF REFERENCE</b>	UBC 1

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### 1. PURPOSE OF REPORT

- 1.1 To provide an update on the governance arrangements put in place to facilitate decision-making during the Covid-19 pandemic.

### 2. RECOMMENDATIONS

That the Committee:-

- 2.1 notes that the governance arrangements put in place are positively contributing to the Council's response to the Covid-19 pandemic;
- 2.2 notes the Scottish Government's advice for the easing of restrictions as contained within its Covid-19 Framework for Decision Making;
- 2.3 notes that at the meeting of the Urgent Business Committee on 20 March 2020, the Committee agreed to review the retention or otherwise of the temporary Standing Order providing for remote participation and whether Full Council, committee, sub-committee and working group meetings should proceed from 24 August 2020;
- 2.4 approves the proposed diary of meetings for the remainder of 2020 and 2021 (Appendix 1);
- 2.5 determines whether or not to continue with the current membership of the Urgent Business Committee;
- 2.6 determines whether or not to maintain the Standing Order providing for remote participation;
- 2.7 approves the amendments to the Aberdeen City Region Deal Joint Committee Standing Orders as set out in paragraph 5.2 of the report; and
- 2.8 appoints one elected member as the Council's representative on KIMO with immediate effect.

### **3. BACKGROUND**

- 3.1 On 16 March 2020, the Chief Executive established strategic and tactical decision-making structures to respond to the development of the Covid-19 pandemic. The structures followed the principles of the Council's approved Generic Emergency Plan. The Urgent Business Committee met on 20 March 2020 and received an update from the Chief Executive on the arrangements put in place both within the Council and across the Grampian Local Resilience Partnership (LRP) to manage the implications of the pandemic.
- 3.2 The Urgent Business Committee also considered a report by the Chief Officer - Governance. The Committee agreed several measures to facilitate decision-making in light of the Covid-19 pandemic and the UK and Scottish Government advice for people to restrict social contact. The changes included:
- a) with exceptions, cancelling Full Council, Committee and Sub-Committee meetings between 23 March 2020 and 21 August 2020;
  - b) revising the membership of the Urgent Business Committee to five members;
  - c) permitting participation in Council meetings from 'remote' locations; and
  - d) updating the Powers Delegated to Officers.
- 3.3 The Committee also agreed to review whether Full Council, committee, sub-committee and working group meetings should proceed from 24 August 2020 and delegated authority to the Chief Officer – Governance to determine any necessary arrangements. It also agreed to review the changes made to Standing Orders to provide for remote participation. This report provides an update on the operation of the arrangements to date.

### **4. THE RESPONSE**

- 4.1 The Council's response to the Covid-19 pandemic can be categorised against three stages:
- a) rescue;
  - b) transition; and
  - c) long term recovery.

#### **Rescue**

- 4.2 Since the Urgent Business Committee met on 20 March 2020, the organisation has largely been in the 'rescue' stage of the response. During this stage, the Corporate Management Team (strategic level) and the Incident Management Team (tactical level) have met weekly. During the initial weeks of the rescue stage, the Incident Management Team (IMT), chaired by the Duty Emergency Response Coordinator (DERC), met daily and often more frequently at very

short notice in order to make the necessary decisions to protect the health and wellbeing of the public as the situation evolved rapidly. Each decision made by the DERC under the Scheme of Governance, following consultation with the IMT, has been logged against any relevant guidance and legislation at the time. In accordance with the Scheme of Governance, it is intended that these decisions will be reported to a future meeting of Full Council or an Urgent Business Committee. This is expected to be following the country's move to Phase 4 when it is anticipated that the emergency response structures will be able to step down.

- 4.3 During the rescue stage, an Urgent Business Committee meeting was held remotely on 6 May 2020. This operated with the reduced membership of five as agreed by the committee on 20 March 2020. There have also been two remote meetings of the Planning Development Management Committee and a remote meeting of the Licensing Sub Committee. The ability to participate remotely has been essential to allow elected members and staff to participate in committee meetings whilst complying with the UK and Scottish Government legislation. All meetings, which had a membership of between five and nine, operated successfully. The committee may therefore wish to review the current membership of the Urgent Business Committee with a view to reinstating it to nine elected members.
- 4.4 The footage of each meeting was uploaded to the internet after each meeting was closed. Previously, only meetings of Full Council were uploaded to the internet. Initial testing for the 'livestreaming' of council meetings has taken place. Should the Council require to livestream meetings and the committee instructs officers accordingly, it is anticipated that this could be put in place for meetings from 24 August 2020. This would allow time for the recommencement of further testing within the Town House premises and for the completion of training in line with the committee's decision.
- 4.5 The reduced number of committee meetings during the rescue stage has provided the organisation with the necessary capacity to take the action required to prioritise the health and wellbeing of the public. Any decisions of an urgent nature during the response stage have either been made by the DERC or have been brought to the relevant committee meeting that has taken place to date since 20 March 2020.
- 4.6 The Improvement Service recently carried out an analysis of the political governance arrangements put in place in Scottish Councils. 24 of the 32 local authorities provided information on their response to the pandemic. Key findings included:
  - a) 23 councils were holding at least one committee or sub-committee meeting remotely. These were either entirely remote or a hybrid of physical and remote attendance.
  - b) 9 councils had not restarted formal meetings with decisions being taken by officers under delegated authority following consultation with relevant members.
  - c) 2 councils had allowed the public to attend and participate in remote meetings. Most councils are exploring options for, or plan to allow members

of the public/media to attend remotely, watch live or participate in some way in future meetings. Others had made provision for, or were exploring, making video or audio recording available following meetings.

- 4.7 The Improvement Service summarised that Councils are best placed to determine themselves what political governance arrangements to put in place based on their particular needs, culture, political composition, available technology, skill base and resource.

## **Transition**

- 4.8 On 21 May 2020, the First Minister presented the Scottish Government's Covid-19 Framework for Decision Making. This Framework indicates that the response to the pandemic nationally is beginning to move from the 'rescue' stage to the 'transition' stage; that is the stage bridging 'rescue' with 'recovery'. The Framework sets out a route map against four phases through which the Scottish Government will aim to ease existing restrictions. The four phases are gradual and incremental, and each phase will be triggered following careful monitoring of the virus. The route map provides an indication of the order in which the government will seek to lift current restrictions but at this point does not specify dates for all of the different phases. Instead, every three weeks the government will review and report on whether, and to what extent, it can move from one phase to another. It may be that not everything currently listed in a single phase will happen at the same time. The First Minister confirmed on 28 May 2020 that the country was moving to Phase 1 with the easing of restrictions taking place with effect from 29 May 2020. At the second review on 18 June 2020, the First Minister announced that the country was moving to Phase 2. At the second review, the First Minister indicated that not all measures set out in Phase 2 of the Scottish Government's Route Map would come into effect immediately. This demonstrates that a flexible approach will be taken to the easing of restrictions against the Route Map and that there is no absolute certainty on when specific restrictions will be lifted. The next review date will be on 9 July 2020 (when the country may move to Phase 3) followed by another review on 30 July (when the country may move to Phase 4).
- 4.9 Phases 1 and 2 stipulate that remote working is to remain the default position for those who can. Phase 3 also stipulates that remote working is to remain the default position for those who can, however indoor office workplaces can reopen once relevant guidance has been agreed and with physical distancing. Phase 4 stipulates that remote and flexible working remains encouraged and that all types of workplaces can be open in line with public health advice. It is anticipated that the advice at Phase 4 will include a requirement to have some form of physical distancing in place.
- 4.10 At the time of writing, plans are being developed for the reopening of the Council's buildings in response to the Scottish Government's Route Map. The gradual opening of the Council's buildings will require to be fully risk assessed prior to opening. It is likely that these assessments, taking account of government guidance, will require a significant reduction in the capacity of the Council's buildings to provide for physical distancing measures. This could have a significant impact on the capacity of the Council's buildings. The current

priorities are to develop and implement solutions for those buildings which are essential to stepping up those critical services impacted by Phases 1 and 2. This includes preparations to re-open the education estate. It is anticipated that the re-opening of the Town House will begin during Phase 3. As set out above, it is not clear when the government will move into Phase 3 but it is likely to be 9 July at the earliest.

- 4.11 Taking into account the above, it is not anticipated that meetings will be able to take place in the Town House until at least Phase 3. As set out above, when the Town House eventually re-opens, physical distancing will likely be in place and this will reduce the capacity of the building. It is likely that all meetings would need to be held in larger meeting rooms to enable members, officers and the public to comply with physical distancing. This can be done relatively easily for most Committee, Sub-Committee and Working Group meetings, although consideration would need to be given to the Education Operational Delivery Committee which has a larger membership than other committees. However, Full Council meetings would present more of a logistical challenge, with social distancing impossible within the Council Chamber if all 44 elected members were in attendance, along with officers. If Full Council meetings are to recommence from 24 August 2020 onwards as currently scheduled (see Appendix 1), and take place in the Town House, it would likely necessitate that a number of elected members and officers attend the meeting remotely to enable social distancing to be maintained. This would require Standing Order 16 on remote participation to be retained. The Council Chamber would need to be assessed and measured under such circumstances but initial estimates are that a maximum of 15 elected members (including the Lord Provost) would be able to be seated in the Chamber, and a maximum of 4 officers given a dedicated seat with a microphone (one either side of the Lord Provost and two in the well). Restrictions would also need to be put in place in the public and press galleries. Should members retain the ability to provide for remote participation through Standing Order 16, further testing will be carried out in the Town House to ensure the effective operation of 'hybrid' meetings where some members are present and others are participating remotely.
- 4.12 The Council Diary for 2021 is the only item of business currently scheduled for Full Council on 24 August 2020. It is proposed that the Urgent Business Committee, in considering whether to recommence the committee structure in full, also consider the 2021 diary. This will allow a more holistic approach to be taken when determining the political governance arrangements from 24 August 2020. Should members approve the 2020/2021 diary today, there would be no business scheduled for Full Council on 24 August 2020 at the time of writing.
- 4.13 The organisation's emergency response structures will continue to operate to oversee the transition stage as services are reinstated. All proposals to reinstate services are being fully risk assessed against the route map and the rapidly developing government guidance. This includes testing against the context of the financial challenges which are set out in the Financial Resilience report on this agenda. This will help to ensure that services are reinstated in a safe, timely and affordable manner and in accordance with the decisions of the Urgent Business Committee today.

- 4.14 The precise timing of when the emergency response structures will step down will be kept under review and will depend on the Government guidance. It is, however, anticipated that the emergency response structures may be able to step down in August when the country may be entering Phase 4 of the Scottish Government's Route Map. It is therefore recommended that committee meetings re-commence in August as set out in Appendix 1. The Council's 'business as usual' structures would continue to monitor the ongoing risk posed by Covid-19 thereafter.

### **Long Term Recovery**

- 4.15 The Grampian Local Resilience Partnership (LRP) recently adjusted its Covid-19 strategic objectives. Most notably, one of the LRP's newer objectives is to, 'identify, learn and adapt for early recovery'. Consistent with the LRP's approach, the Corporate Management Team has overseen a 'lessons learned' exercise carried out by the Chief Officer - Governance in respect of the Council's approach to the 'rescue' stage. This work, together with the government's route map, is helping to inform the approach to be taken to safely step down the Covid-19 response structures set out above as the country gradually transitions to long term recovery.
- 4.16 In stepping down the response structures (anticipated to be in August) and moving to a degree of normality, the Council will also have to account for the significant demands placed on the organisation to support the long term recovery from the pandemic. For example, at the end of May, the government launched the 'Test and Protect' initiative. This is Scotland's approach to implementing the 'test, trace, isolate and support' strategy. It is a public health measure designed to reduce transmission of Covid-19 in the community. Test and Protect is critical to the country's ability to move through the four phases into long term recovery. CoSLA recently approved to support the 'isolate' and 'support' aspects of the approach. At the time of writing, further guidance is anticipated from the government on the role of local government. At this stage, no clarity has been given on any financial support that may be available to support local government. However, it is anticipated that the 'Test and Protect' initiative will be in place for 24 months. This could significantly increase demand on the Council's resources, including its finances and our staff, at a time when the organisation is managing the delicate task of recovery. At the time of writing, and as set out in the Financial Resilience item on this agenda, it is difficult to anticipate the precise impact on the organisation. There may also be an impact on the organisation should employees or elected members need to self-isolate in accordance with the Test & Protect process. With the committee structure scheduled to recommence from 24 August 2020, it is anticipated that several items of business as set out in committee business planners will be deferred, withdrawn or consolidated with other items of business as the organisation continues to prioritise available resource to meet the continuing demands and risks to the organisation.
- 4.17 As members will be aware, Covid-19 enquiries are currently being raised through Group Leaders. However, as the organisation steps down the emergency response structures and moves into long term recovery, it is anticipated that members' enquiries, including those relating to Covid-19, can

again be pursued through the usual channels. As set out in the Member Officer Relations Protocol, where information is required from a service for case work, this will be sought through the members' enquiries online portal. This will allow for performance tracking. Where a member wishes to raise a request for a service on behalf of a constituent, then this could be done so through the appropriate channel, for example online (<https://www.aberdeencity.gov.uk/services/have-your-say/online-services>) where possible, or telephone. It is anticipated that an optimum time for all such enquiries to go through the portal is when the country moves to Phase 4. This will provide an opportunity to manage the transition of team managers back to Customer Feedback without negatively impacting the Crisis Support Line. Further information will be distributed to members in due course.

- 4.18 The Council's governance arrangements will be kept under continuous review as the country and the organisation transitions to recovery. It will be important to ensure that the arrangements agreed today remain proportionate and effective to the developing demands and available resource and do not have an adverse impact on the transition and recovery stages of the Council's response. Account will also have to be given to the easing of restrictions through the government's Route Map and associated guidance. For example, if the government opts not to sequentially proceed through the Route Map this could have implications for the governance arrangements and the decisions made today. It is noted that an Urgent Business Committee may be called to revisit the governance arrangements following consideration of this report should circumstances change.

## **5. ABERDEEN CITY REGION DEAL JOINT COMMITTEE STANDING ORDERS**

- 5.1 The Aberdeen City Region Deal Joint Committee on 5 June 2020 approved a report which contained recommendations to facilitate and enable full remote decision-making to include confidential and exempt information for the Aberdeen City Region Deal Joint Committee in light of the Covid-19 pandemic and UK and Scottish Government guidance. The Joint Committee's governance arrangements specify that amendments to its Standing Orders require to be approved by the constituent authorities, i.e. Aberdeen City Council and Aberdeenshire Council. Aberdeenshire Council are due to consider the matter at their Full Council meeting on 25 June 2020.
- 5.2 The recommendations approved by the Joint Committee are as follows:-
- a) Agrees in principle an amendment to the Joint Committee's Standing Order 22 to enable the Chairperson and Vice Chairperson to cancel meetings;
  - b) Agrees in principle an amendment to the Joint Committee's Standing Order 32 and 33 to enable remote access for full meetings, including any confidential and exempt business;
  - c) Agrees in principle to delegate authority to the Chief Officer - City Growth, Aberdeen City Council and the Head of Economic Development and Protective Services, Aberdeenshire Council, following consultation with the Chair and Vice Chair of the Joint Committee, to submit performance reports as required by the

Scottish Government in exceptional circumstances where a meeting of the Joint Committee cannot be held. Any such action to be notified to members of the Joint Committee; and

- d) Agrees that the situation be kept under review and that a report be submitted to the Joint Committee at the appropriate time.

- 5.3 It is recommended that the Urgent Business Committee approves these changes.

## **6. MEMBERSHIP OF KIMO**

- 6.1 At the Full Council meeting on 2 March 2020, appointments were made to outside bodies. An appointment was sought for an elected member to be the Council's representative on KIMO (Kommunenes Internasjonale Miljøorganisasjon), however the position was left vacant at that meeting.

- 6.2 KIMO was founded by local municipalities with a shared concern for the state of the environment, in response to a series of emerging environmental threats. KIMO is a local authorities international environmental organisation designed to give municipalities a political voice at regional, national and international level.

- 6.3 The Council is still a member of KIMO and officers and colleagues from KIMO have requested that an elected member be appointed. The KIMO International Conference and Annual General Meeting is due to take place (legislation and guidance permitting) within Aberdeenshire in October 2020, therefore the Council would be expected to be represented at the event.

## **7. FINANCIAL IMPLICATIONS**

- 7.1 Approval of the recommendations contained within the report will have no direct financial implications.

## **8. LEGAL IMPLICATIONS**

- 8.1 The governance arrangements put in place reflect the Council's Generic Emergency Plan and have enabled the Council to comply with its duties under the Civil Contingencies Act 2004 in response to the pandemic.

- 8.2 The Coronavirus (Scotland) Act 2020 came into force on 7 April 2020. Schedule 6, paragraph 13 provides that "the public are to be excluded from a meeting of a local authority whenever it is likely that, if members of the public were present, there would be a real and substantial risk to public health due to infection or contamination with coronavirus". It is anticipated that members of the public may be able to attend Council meetings from Phase 3, subject to government guidance at the time, including physical distancing. In the meantime, all committee meetings held remotely to date have been recorded and uploaded to the internet. This has helped to increase online accessibility to all Council meetings. Previously only meetings of Full Council were available to watch online.



## 9. MANAGEMENT OF RISK

Category	Risk	Low (L) Medium (M) High (H)	Mitigation
<b>Strategic Risk</b>	N/A		
<b>Compliance</b>	Implementation of a course of action which is not recommended or has not been sufficiently checked may be in breach of the relevant legislation	L	Any alternative proposals will need to be raised sufficiently far in advance to be investigated in terms of both feasibility and compliance with the relevant legislation.
<b>Operational</b>	A return to meetings in a fixed location without due regard to guidance would be a risk to public health.  Cyber security risks associated with online committee meetings.	M  M	Continuation of Standing Order 16 would enable members and staff to attend meetings remotely. Detailed consideration of physical distancing measures will be required if/when meetings return to a fixed location. Appropriate local guidance to be developed and implemented.  Rigorous testing and checks have been carried out.
<b>Financial</b>	N/A		
<b>Reputational</b>	Failure to provide the public access to meetings which were previously publicly accessible could expose the Council to criticism.	M	Publication of recordings of committee meetings immediately following the meeting. Previously only Full Council meetings available online.
<b>Environment / Climate</b>	An increase in carbon emissions from elected members and officers travelling to the city centre for meetings in fixed places.	M	Remote participation may reduce the need for elected members and officers to travel into the city centre to attend Council meetings.

## 10. OUTCOMES

The proposals in this report have no direct impact on the Local Outcome Improvement Plan.

<b><u>COUNCIL DELIVERY PLAN</u></b>	
	<b>Impact of Report</b>
<b>Aberdeen City Council Policy Statement</b>	The proposals in the report have no direct impact on the Policy Statement.
<b>Regional and City Strategies</b>	Recommendation 2.7 specifically relates to the Aberdeen City Region Deal Joint Committee which oversees the City Region Deal Programme. Approval of this recommendation would enable the smooth operation of the Joint Committee's governance arrangements and by extension the City Region Deal Programme.
<b>UK and Scottish Legislative and Policy Programmes</b>	The report complies with the Coronavirus (Scotland) Act 2020, as referenced in the legal implications.

## 11. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Impact Assessment</b>	Not required
<b>Data Protection Impact Assessment</b>	Not required

## 12. BACKGROUND PAPERS

12.1 Scottish Government, 'Scotland's Route Map Through and Out of the Crisis'

## 13. APPENDICES

Appendix 1 - Council Diary July 2020 to December 2021

#### 14. REPORT AUTHOR CONTACT DETAILS

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## APPENDIX 1

## JULY

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
			<b>1</b> Community Planning Aberdeen Board (2pm)	<b>2</b> Planning Development Management Committee (10am)  Pre Application Forum (2pm)	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b> Planning Development Management Committee (visits) (9.30am if required)	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	

2020

AUGUST

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
						1
2	3	4	5	6	7	8
9	10	11 SCHOOLS DUE BACK	12 Community Planning Aberdeen Management Group (2pm)	13	14	15
16	17	18  Licensing Board (10.30am)	19	20 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	21 Grampian Joint Valuation Board (Woodhill House 10.30am)	22
23	24 Council (10.30am)	25 Risk, Audit and Performance Committee (10am Health Village)	26 Local Review Body (10am)	27 Planning Development Management Committee (visits) (9.30am if required)  Strategic Commissioning Committee (2pm)	28	29
30	31 OFFSHORE NORTH SEA - STAVANGER					

2020

SEPTEMBER

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
		<b>1</b> <b>OFFSHORE</b> <b>NORTH SEA -</b> <b>STAVANGER</b>  <b>Licensing</b> <b>Committee</b> <b>(10am)</b>	<b>2</b> <b>OFFSHORE</b> <b>NORTH SEA -</b> <b>STAVANGER</b>	<b>3</b> <b>OFFSHORE</b> <b>NORTH SEA -</b> <b>STAVANGER</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b> <b>Integration</b> <b>Joint Board</b> <b>(Health</b> <b>Village 10am)</b>	<b>9</b>	<b>10</b> <b>Operational</b> <b>Delivery</b> <b>Committee</b> <b>(2pm)</b>	<b>11</b> <b>Pensions</b> <b>Committee</b> <b>and Board</b> <b>(10.30am)</b>	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b> <b>Community</b> <b>Planning</b> <b>Aberdeen</b> <b>Board (2pm)</b>	<b>17</b> <b>Education</b> <b>Operational</b> <b>Delivery</b> <b>Committee</b> <b>(10am)</b>	<b>18</b> <u><b>SCHOOL</b></u> <u><b>HOLIDAY</b></u>	<b>19</b>
<b>20</b>	<b>21</b> <u><b>SCHOOL</b></u> <u><b>HOLIDAY</b></u>	<b>22</b>	<b>23</b> <b>Capital</b> <b>Programme</b> <b>Committee</b> <b>(2pm)</b>	<b>24</b> <b>Planning</b> <b>Development</b> <b>Management</b> <b>Committee</b> <b>(10am)</b>  <b>Pre</b> <b>Application</b> <b>Forum (2pm)</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b> <b>Elected</b> <b>Members</b> <b>Development</b> <b>Day</b>	<b>29</b> <b>Staff</b> <b>Governance</b> <b>Committee</b> <b>(2pm)</b>	<b>30</b> <b>Local Review</b> <b>Body (10am)</b>			

2020

OCTOBER

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
				<b>1</b> Planning Development Management Committee (visits) (9.30am if required)	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> Public Protection Committee (10am)	<b>8</b> Audit Risk and Scrutiny Committee (2pm)	<b>9</b> SCHOOL TERM ENDS	<b>10</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b> SCHOOLS BACK  Elected Members Development Day	<b>27</b> Licensing Board (10.30am)	<b>28</b> City Growth and Resources Committee (2pm)	<b>29</b> Community Planning Aberdeen Management Group (2pm)	<b>30</b>	<b>31</b>

2020

NOVEMBER

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
1	2	3 Risk, Audit and Performance Committee (10am Health Village)	4 Local Review Body (10am)	5 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	6 Grampian Joint Valuation Board (Woodhill House 10.30am)	7
8	9	10 Licensing Committee (10am)	11	12 Planning Development Management Committee (visits) (9.30am if required)  Strategic Commissioning Committee (2pm)	13	14
15	16	17	18 Capital Programme Committee (2pm)	19 Operational Delivery Committee (2pm)	20 IN SERVICE DAY	21
22	23	24 Staff Governance Committee (2pm)	25 Local Review Body (10am)	26 Education Operational Delivery Committee (10am)	27	28
29	30 Elected Members Development Day					



2020

DECEMBER

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
		<b>1</b> Integration Joint Board (Health Village 10am)	<b>2</b> Public Protection Committee (10am)	<b>3</b> Community Planning Aberdeen Board (2pm)	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b> Licensing Board (10.30am)	<b>9</b> Audit Risk and Scrutiny Committee (2pm)	<b>10</b> Planning Development Management Committee (10am)  Pre Application Forum (2pm)	<b>11</b> Pensions Committee and Board (10.30am)	<b>12</b>
<b>13</b>	<b>14</b> Council (10.30am)	<b>15</b>	<b>16</b> Local Review Body (10am)	<b>17</b> Planning Development Management Committee (visits) (9.30am if required)	<b>18</b> SCHOOL TERM ENDS	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>		

2021

JANUARY

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
					1	2
3	4	5 <b><u>SCHOOLS</u></b> <b><u>BACK</u></b>	6 Local Review Body (10am)	7	8	9
10	11	12 Clinical and Care Governance Committee (10am)	13 Operational Delivery Committee (2pm)	14	15	16
17	18	19 Licensing Committee (10am)	20 Education Operational Delivery Committee (10am)	21 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	22	23
24	25 Elected Members Development Day	26 Risk, Audit and Performance Committee (10am Health Village)	27	28 Planning Development Management Committee (visits) (9.30am if required)  Capital Programme Committee (2pm)	29	30
31						

2021

FEBRUARY

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
	<b>1</b> Staff Governance Committee (2pm)	<b>2</b> Licensing Board (10.30am)	<b>3</b> City Growth and Resources Committee (2pm)	<b>4</b>	<b>5</b> Grampian Joint Valuation Board (Woodhill House 10.30am)	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b> Local Review Body (10am)	<b>11</b> Strategic Commissioning Committee (2pm)	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> MID TERM HOLIDAY	<b>16</b> IN SERVICE DAY	<b>17</b> IN SERVICE DAY	<b>18</b> Planning Development Management Committee (10am)  Pre Application Forum (2pm)	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b> Integration Joint Board (Health Village 10am)	<b>24</b> Audit Risk and Scrutiny Committee (2pm)	<b>25</b> Planning Development Management Committee (visits) (9.30am if required)	<b>26</b>	<b>27</b>
<b>28</b>						

2021

MARCH

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
	1	2 Council Budget (2pm)	3 Council (10.30am)	4 Community Planning Aberdeen Board (2pm)	5	6
7	8	9 Public Protection Committee (10am)	10 Local Review Body (10am)	11 Operational Delivery Committee (2pm)	12	13
14	15	16 Licensing Committee (10am)	17 Education Operational Delivery Committee (10am)	18 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	19	20
21	22 Elected Members Development Day	23 Integration Joint Board (Health Village 10am)	24 Capital Programme Committee (2pm)	25 Planning Development Management Committee (visits) (9.30am if required)	26 Pensions Committee & Board (10.30am)  SCHOOL TERM ENDS	27
28	29	30	31			

2021

APRIL

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
				1	2 <u>GOOD FRIDAY</u>	3
4	5 <u>EASTER MONDAY</u>	6	7	8	9	10
11	12 <u>SCHOOL BACK</u> Staff Governance Committee (2pm)	13 Licensing Board (10.30am)	14 Local Review Body (10am)	15 Strategic Commissioning Committee (2pm)	16	17
18	19 <u>LOCAL HOLIDAY</u>	20	21	22 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	23	24
25	26 Elected Members Development Day	27	28 Public Protection Committee (10am)  Community Planning Aberdeen Board (2pm)	29 Planning Development Management Committee (visits) (9.30am if required)	30	

2021

MAY

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
						1
2	3 <b><u>MAY DAY HOLIDAY</u></b>  OFFSHORE TECHNOLOGY CONFERENCE - HOUSTON	4  IN SERVICE DAY  OFFSHORE TECHNOLOGY CONFERENCE - HOUSTON	5  OFFSHORE TECHNOLOGY CONFERENCE - HOUSTON  Local Review Body (10am)	6  OFFSHORE TECHNOLOGY CONFERENCE - HOUSTON	7	8
9	10	11  City Growth and Resources Committee (2pm)	12  Audit Risk and Scrutiny Committee (2pm)	13	14	15
16	17	18  Licensing Committee (10am)	19	20  Planning Development Management Committee (10am)  Pre Application Forum (2pm)	21	22
23	24  Elected Members Development Day	25  Integration Joint Board (Health Village 10am)  Licensing Board (10.30am)	26  Capital Programme Committee (2pm)	27  Local Review Body (10am)  Operational Delivery Committee (2pm)	28  Planning Development Management Committee (visits if required 9.30am)	29
30	31					

2021

JUNE

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
		1	2	3 Education Operational Delivery Committee (10am)	4	5
6	7 Staff Governance Committee (2pm)	8	9	10	11	12
13	14 Elected Members Development Day	15	16 Local Review Body (10am)  Strategic Commissioning Committee (2pm)	17 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	18 Grampian Joint Valuation Board (Moray 10.30am)	19
20	21 Council (10.30am)	22 Integration Joint Board (Health Village 10am)	23 Public Protection Committee (10am)	24 Planning Development Management Committee (visits if needed 9.30am)  City Growth and Resources Committee (2pm)	25 SCHOOL TERM ENDS  Pensions Committee and Board (10.30am)  Pension Board Annual Meeting (following Committee)	26
27	28	29 Licensing Committee (10am)	30 Audit Risk and Scrutiny Committee (2pm)			

2021

JULY

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
				1	2	3
4	5	6 Integration Joint Board (Health Village 10am)	7 Community Planning Aberdeen Board (2pm)	8	9	10
11	12 <u>LOCAL HOLIDAY</u>	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



2021

AUGUST

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
1	2	3	4	5	6	7
8	9 Elected Members Development Day	10 City Growth and Resources Committee (2pm)	11	12	13	14
15	16 IN SERVICE DAY	17 <u>SCHOOL BACK</u>  Licensing Board (10.30am)	18	19 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	20 Grampian Joint Valuation Board (Woodhill House 10.30am)	21
22	23 Council (10.30am)	24 Integration Joint Board (Health Village 10am)	25 Local Review Body (10am)	26 Planning Development Management Committee (visits) (9.30am if required)	27	28
29	30	31 Licensing Committee (10am)				

2021

SEPTEMBER

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
			1	2	3	4
5	6	7 OFFSHORE EUROPE – P&J LIVE	8 OFFSHORE EUROPE – P&J LIVE	9 OFFSHORE EUROPE – P&J LIVE	10 OFFSHORE EUROPE – P&J LIVE	11
12	13	14	15 Local Review Body (10am)  Community Planning Aberdeen Board (2pm)	16 Operational Delivery Committee (2pm)	17 Pensions Committee and Board (10.30am)	18
19	20	21	22 Capital Programme Committee (2pm)	23 Education Operational Delivery Committee (10am)	24 <u>SCHOOL HOLIDAY</u>	25
26	27 <u>SCHOOL HOLIDAY</u>  Elected Members Development Day	28 Staff Governance Committee (2pm)	29 Audit, Risk & Scrutiny Committee (2pm)	30 Planning Development Management Committee (10am)  Pre Application Forum (2pm)		

2021

OCTOBER

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
					1	2
3	4	5 Licensing Board (10.30am)	6 Local Review Body (10am)  Strategic Commissioning Committee (2pm)	7 Planning Development Management Committee (visits) (9.30am if required)	8 SCHOOL TERM ENDS	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 SCHOOLS BACK  Elected Members Development Day	26 Licensing Committee (10am)	27 Public Protection Committee (10am)	28	29	30
31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
	1	2 Integration Joint Board (Health Village 10am)	3 City Growth and Resources Committee (2pm)	4 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	5 Grampian Joint Valuation Board (Moray 10.30am)	6
7	8	9	10	11 Planning Development Management Committee (visits) (9.30am if required)	12	13
14	15	16	17 Local Review Body (10am)	18 Operational Delivery Committee (2pm)	19 IN SERVICE DAY	20
21	22	23 Staff Governance Committee (2pm)	24	25 Education Operational Delivery Committee (10am)	26	27
28	29 Elected Members Development Day	30 Licensing Board (10.30am)  Community Planning Aberdeen Board (2pm)				

2021

DECEMBER

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
			1 Capital Committee (2pm)	2 Audit Risk and Scrutiny Committee (2pm)	3	4
5	6	7 Public Protection Committee (10am)	8 Local Review Body (10am)  Strategic Commissioning Committee (2pm)	9 Planning Development Management Committee (10am)  Pre Application Forum (2pm)	10 Pensions Committee and Board (10.30am)	11
12	13 Council (10.30am)	14 Licensing Committee (10am)	15	16 Planning Development Management Committee (visits) (9.30am if required)	17	18
19	20	21 SCHOOL TERM ENDS	22	23	24	25
26	27	28	29	30	31	