

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	13 May 2015
LEAD OFFICER	Angela Scott
TITLE OF REPORT	Council Diary 2016
REPORT NUMBER	CG/15/63
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

This report presents the diary of meetings for 2016 for approval.

2. RECOMMENDATION(S)

That the Council approve the attached diary, making any changes as appropriate.

3. FINANCIAL IMPLICATIONS

None.

4. OTHER IMPLICATIONS

It is essential that the Council plans its diary of meetings to enable officers to report to the democratic process in a planned and timeous way.

5. BACKGROUND/MAIN ISSUES

- (1) At the request of the Communities, Housing and Infrastructure Directorate, all meetings of the Planning Development Management Committee will be held on a Thursday. It is felt that this consistent approach benefits developers, applicants and objectors. The Directorate also requires meetings to be more frequent than one per cycle to assist them with meeting statutory performance indicators.

- (2) The diary generally follows a set pattern, based on an 8 week cycle, with the exception of the Planning Development Management Committee as detailed in (1) above. There are a few exceptions to this in the weeks following the Christmas, Easter, Summer and October holidays.
- (3) The school holidays in Easter and October have been kept free of Committee meetings.
- (4) Several dates in the diary have been kept clear of Committee meetings as a result of the Offshore Technology Conference in Houston and Offshore Northern Seas, Stavanger.
- (5) Appeals Committees are scheduled in the diary to allow for the quickest possible processing of appeals, but they are not always required.
- (6) It would be useful if the dates of party conferences were checked against the draft diary, and if it does not cause too much disruption, that these dates be avoided for Committee meetings. The Council meeting in October has been changed to a Thursday due to the Conservative Party Conference.
- (7) All meetings are scheduled to commence at 2pm unless otherwise stated.
- (8) NESTRANS and the Strategic Development Planning Authority meeting dates are set outwith the Council.
- (9) The Disability Advisory Group dates are provisional and in light of a decision taken at their last meeting, are subject to change.
- (10) The Audit, Risk and Scrutiny Committee meeting in June will be held on a Monday with agreement from the Convener, due to various financial deadlines. Committees are ordinarily held on a Tuesday, Wednesday or a Thursday.

The draft diary for 2016 forms appendix 1 to this report.

6. IMPACT

Public - the public will have an interest in the report as it provides details on meetings they can attend.

7. MANAGEMENT OF RISK

Should the diary not be approved at this stage, it will impact on the ability of officers to schedule reports to enable the Council to conduct its business.

8. BACKGROUND PAPERS

None.

9. REPORT AUTHOR DETAILS

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