

ALEO Governance Schedule: December 2015

- 29 July 2015 – Proposed timetable cascaded to officers for comment
- 5 August 2015 – Deadline for officers to amend December 2015 timetable
- 10 August 2015 – ALEOs sent December 2015 timetable
- 17 August 2015 – Deadline for ALEOs to amend December 2015 timetable
- 18 August 2015 – Clerk sends out meeting appointments to Officers, ALEOs and internal and external audit
- 5 October 2015 - ALEO Officers Pre Meeting (selection of topics for scrutiny and documents required as evidence)
- 7 October 2015 – Clerk emails ALEOs to request documentation for agenda and outlines areas of scrutiny to ALEOs
- 13 November 2015 – Deadline for ALEOs to return documentation to the Clerk
- 20 November 2015 – Clerk to compile and cascade agendas
- 27 November 2015 – Pre Meeting with Conveners and Vice Conveners of Audit, Risk and Scrutiny; Communities, Housing and Infrastructure; Education and Children’s Services and Shadow Integration Joint Board
- 7 December 2015 – Governance Hub Meeting 1: 9am -11am (ASV)
- 8 December 2015 – Governance Hub Meeting 2: 9am – 1pm (AECC; BAC)
- 14 December 2015 – Governance Hub Meeting 3: 11am – 1pm (SA)
- 1 February 2016 – Minutes produced and cascaded to Officers and ALEOs for comment
- 5 February 2016 – Deadline for Officers and ALEO minutes comments
- 8 February 2016 –Covering report and Hub minutes sent to Clerk of Audit, Risk and Scrutiny Committee
- 25 February 2016 – Audit and Risk Committee
- 14 March 2016 – Communities, Housing and Infrastructure Committee
- 24 March 2016 – Education and Children’s Services Committee