

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	30 June 2010
DIRECTOR	Stewart Carruth
TITLE OF REPORT	Council Diary 2011
REPORT NUMBER	CG/10/118

1. PURPOSE OF REPORT

This report presents the proposed Council diary for 2011.

2. RECOMMENDATION(S)

That Members approve the attached diary, making any amendments as appropriate.

3. FINANCIAL IMPLICATIONS

None.

4. SERVICE & COMMUNITY IMPACT

Although this report is of a housekeeping nature, it links to the Community Plan in regard to strengthening local democracy. By planning the Council's diary of meetings and publishing it on the internet and making it available to the public at Council premises including the Town House and public libraries, members of the community are made aware of Council Committee meetings.

5. OTHER IMPLICATIONS

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

6. REPORT

At its meeting on 24th March 2010, the Council agreed that as of August 2010, the Committee cycle should revert to being one of eight weeks rather than six weeks.

- (1) At the request of the Corporate Governance Directorate, the June Audit and Risk Committee meeting will be held in the week before Council to allow for approval of the draft annual accounts.

- (2) At the request of the Enterprise, Planning and Infrastructure Directorate, all meetings of the Development Management Sub Committee and Development Management Sub Committee (Visits) 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.
- (3) The diary generally follows a set pattern, based on an 8 week cycle, with the exception of the Development Management Sub Committee's individual cycle as detailed in (1) above. There are a few exceptions to this in the weeks following the Christmas, Easter, Summer and October holidays. The Council budget meeting is provisionally scheduled for 10th February, 2011, and as the Finance and Resources Committee is usually held 7 to 10 days prior to the budget meeting, the committee cycle in January / February is compressed as a result.
- (4) The school holidays in Easter and October have been kept free of Committee meetings.
- (5) Several dates in the diary have been kept clear of Committee meetings as a result of Offshore Europe, the All-Energy Conference and the Offshore Technology Conference in Houston.
- (6) Appeals Committees are scheduled in the diary to allow for the quickest possible processing of appeals, but they are not always required.
- (7) Please note that dates for meetings of the Grampian Joint Police Board and the Grampian Joint Fire and Rescue Board will not be set until after the summer recess and therefore are not included in the diary at this time. These meetings are normally held on a Friday and should not clash with any Committee meetings.
- (8) 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.
- (9) All meetings are scheduled to commence at 2pm unless otherwise stated.

The draft diary for 2011 forms Appendix 1 to this report.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

None.