

The City of Edinburgh Council

10.00 am, Thursday, 5 February 2015

Council Diary 2015-16

Item number	8.5
Report number	
Executive/routine	Executive
Wards	All

Executive summary

This report proposes meeting dates for all Council and Committee meetings from August 2015 to August 2016.

Links

Coalition pledges	
Council outcomes	CO24 & CO25
Single Outcome Agreement	

Council Diary 2015-16

Recommendations

- 1.1 To approve the Council diary for August 2015 to August 2016 as set out in appendix one to this report; and
- 1.2 To authorise the Director of Corporate Governance to make minor changes to the Council diary as required.

Background

- 2.1 Consultation feedback from a review of political management arrangements had previously highlighted options to improve committee business processes including the Council diary. As part of the improved arrangements, the Council diary is considered and agreed annually by Council.
- 2.2 In October 2014, the Council agreed to return all policy review and development to respective executive committees and to maintain the current cycle of meetings.

Main report

- 3.1 Standing Order 3.4 states that “The Council may recess for periods to be determined by the Clerk after consultation with the Lord Provost and the Leader of the Council. During any recess, no meetings of the Council, Corporate Policy and Strategy Committee, Executive Committees, Governance, Risk and Best Value Committee or the Petitions Committee will be held”.
- 3.2 The Lord Provost and Leader of the Council were consulted on options for recess periods for the Council diary for August 2015 to August 2016.
- 3.3 Committee Conveners, Group Leaders and all Directors have been consulted as appropriate on the proposed meeting dates.
- 3.4 The Council diary also includes for information the dates of Licensing Board meetings approved by the Board on 26 January 2015 and the provisional dates of Lothian Valuation Joint Board meetings subject to confirmation by the joint board on 9 February 2015.
- 3.5 Based on the consultation, a draft Council diary for 2015-2016 is set out in appendix one to this report.

Measures of success

- 4.1 The Council diary will be monitored and reviewed ensuring efficiencies in meeting arrangements.

Financial impact

- 5.1 There are no direct financial impacts as a result of this report.

Risk, policy, compliance and governance impact

- 6.1 The Council diary is a key component of committee business/Council decision making processes.

Equalities impact

- 7.1 There are no direct equalities impacts as a result of this report.

Sustainability impact

- 8.1 There are no direct sustainability impacts as a result of this report.

Consultation and engagement

- 9.1 Consultation was undertaken with the Lord Provost and Leader of the Council on options for recess periods, and with Committee Conveners, Group Leaders, Directors and Business Managers as appropriate on the proposed dates.

Background reading/external references

[Item 8.2- Review of Political Management Arrangements - City of Edinburgh Council - 23 October 2014](#)

[Minute of City of Edinburgh Council, Item 9 - 23 October 2014](#)

[Item 8.2- Review of Political Management Arrangements - City of Edinburgh Council - 11 December 2014](#)

[Minute of the City of Edinburgh Council, Item 5 - 11 December 2014](#)

Alastair D Maclean

Director of Corporate Governance

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Links

Coalition pledges

Council outcomes CO24 - The Council communicates effectively internally and externally and has an excellent reputation for customer care
CO25 - The Council has efficient and effective services that deliver on objectives

Single Outcome Agreement

Appendices Appendix one – Draft Council Diary 2015-2016

Wk 1	Mon	24	August	a.m.	Licensing Board
				p.m.	
	Tue	25	August	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	26	August	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	27	August	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE Planning Committee Visits
Wk 2	Fri	28	August	a.m.	
				p.m.	
	Mon	31	August	a.m.	
				p.m.	
	Tue	1	September	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	2	September	a.m.	Local Review Body (Panel 2)
				p.m.	
Wk 3	Th	3	September	a.m.	Planning Committee Workshop
				p.m.	PETITIONS COMMITTEE
	Fri	4	September	a.m.	
				p.m.	
	Mon	7	September	a.m.	Lothian Valuation Joint Board (provisional)
				p.m.	Sub-Committee on Standards for Children and Families
				eve	
	Tue	8	September	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
Wk 4				p.m.	
	Wed	9	September	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Th	10	September	a.m.	
				p.m.	
	Fri	11	September	a.m.	Licensing Sub-Committee
				p.m.	
	Mon	14	September	a.m.	
			p.m.	Regulatory Committee	
Tue	15	September	a.m.	ECONOMY COMMITTEE	
			p.m.		
Wed	16	September	a.m.	Local Review Body (Panel 3)	
			p.m.		
Th	17	September	a.m.	CITY OF EDINBURGH COUNCIL	
			p.m.		
Fri	18	September	a.m.	Police and Fire Scrutiny Committee	
			p.m.		

Draft Council Diary August 2015-August 2016

2015

Wk 5	Mon	21	September	a.m.	<i>Autumn Holiday</i>
				p.m.	
	Tue	22	September	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE
				p.m.	
	Wed	23	September	a.m.	Development Management Sub-Committee
				p.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
	Th	24	September	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	Planning Committee visits
Wk 6	Fri	25	September	a.m.	
				p.m.	
	Mon	28	September	a.m.	Licensing Board
				p.m.	
	Tue	29	September	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	Pensions Audit Sub-Committee
	Wed	30	September	a.m.	Local Review Body (Panel 1)
				p.m.	Pensions Committee
Wk 7	Th	1	October	a.m.	Planning Committee
				p.m.	
				Eve	Consultative Committee with Parents
	Fri	2	October	a.m.	
				p.m.	
	Mon	5	October	a.m.	
				p.m.	
	Tue	6	October	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
Wk 8				p.m.	
	Wed	7	October	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Th	8	October	a.m.	
				p.m.	
	Fri	9	October	a.m.	Licensing Sub-Committee
				p.m.	
					<i>(October School Week Recess until w/c 19 October 2015)</i>
Wk 8	Mon	19	October	a.m.	
				p.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
	Tue	20	October	a.m.	CULTURE AND SPORT COMMITTEE
				p.m.	
	Wed	21	October	a.m.	Development Management Sub-Committee
				p.m.	
	Th	22	October	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
Wk 8	Fri	23	October	a.m.	
				p.m.	

Draft Council Diary August 2015-August 2016

2015

Wk 1	Mon	26	October	a.m.	Licensing Board
				p.m.	
	Tue	27	October	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	28	October	a.m.	Local Review Body (Panel 2)
				p.m.	
	Th	29	October	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	Planning Committee Visits
Fri	30	October	a.m.		
			p.m.		
Wk 2	Mon	2	November	a.m.	
				p.m.	
	Tue	3	November	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	4	November	a.m.	Development Management Sub-Committee
				p.m.	
	Th	5	November	a.m.	Planning Committee Workshop
			p.m.	PETITIONS COMMITTEE	
Fri	6	November	a.m.		
			p.m.		
Wk 3	Mon	9	November	a.m.	
				p.m.	
	Tue	10	November	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
				p.m.	Joint Consultative Group
	Wed	11	November	a.m.	Local Review Body (Panel 3)
				p.m.	Licensing Sub-Committee
	Th	12	November	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
			p.m.		
Fri	13	November	a.m.	Licensing Sub-Committee	
			p.m.		
Wk 4	Mon	16	November	a.m.	Lothian Valuation Joint Board (provisional)
				p.m.	Regulatory Committee
	Tue	17	November	a.m.	ECONOMY COMMITTEE
				p.m.	
	Wed	18	November	a.m.	Development Management Sub-Committee
				p.m.	
	Th	19	November	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Fri	20	November	a.m.		
			p.m.		

Draft Council Diary August 2015-August 2016

2015

Wk 5	Mon	23	November	a.m.		
				p.m.		
	Tue	24	November	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE	
				p.m.		
	Wed	25	November	a.m.	Local Review Body (Panel 1)	
				p.m.		
	Th	26	November	a.m.	FINANCE AND RESOURCES COMMITTEE	
				p.m.	Planning Committee Visits	
Wk 6	Fri	27	November	a.m.		
				p.m.		
	Mon	30	November	a.m.	Licensing Board CULTURE AND SPORT COMMITTEE	
				p.m.	Sub-Committee on Standards for Children and Families	
	Tue	1	December	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE	
				p.m.		
	Wed	2	December	a.m.	Development Management Sub-Committee	
				p.m.		
Wk 7	Th	3	December	a.m.	Planning Committee	
				p.m.		
				eve	Consultative Committee with Parents	
	Fri	4	December	a.m.	Police and Fire Scrutiny Committee	
				p.m.		
	Wk 8	Mon	7	December	a.m.	
					p.m.	
		Tue	8	December	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.		
Wed		9	December	a.m.	Local Review Body (Panel 2)	
				p.m.	Licensing Sub-Committee	
Th		10	December	a.m.	CITY OF EDINBURGH COUNCIL	
				p.m.		
Wk 8	Fri	11	December	a.m.	Licensing Sub-Committee	
				p.m.		
	Mon	14	December	a.m.	Licensing Board	
				p.m.		
	Tue	15	December	a.m.		
				p.m.	Pensions Audit Sub-Committee	
	Wed	16	December	a.m.	Development Management Sub-Committee	
				p.m.	Pensions Committee	
Wk 8	Th	17	December	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE	
				p.m.		
	Fri	18	December	a.m.		
			p.m.			
<i>(Christmas and new year recess until w/c 11 January 2016)</i>						

Draft Council Diary August 2015-August 2016

2016

Wk 1	Mon	11	January	a.m.	
				p.m.	
	Tue	12	January	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	13	January	a.m.	Development Management Sub-Committee
				p.m.	
	Th	14	January	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	Planning Committee Visits
Wk 2	Fri	15	January	a.m.	
				p.m.	
	Mon	18	January	a.m.	
				p.m.	
	Tue	19	January	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	20	January	a.m.	Local Review Body (Panel 3)
				p.m.	ECONOMY COMMITTEE
Wk 3	Th	21	January	a.m.	Planning Committee Workshop
				p.m.	PETITIONS COMMITTEE
	Fri	22	January	a.m.	
				p.m.	
	Mon	25	January	a.m.	Licensing Board
				p.m.	
	Tue	26	January	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
				p.m.	
Wk 4	Wed	27	January	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Th	28	January	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	29	January	a.m.	Licensing Sub-Committee
				p.m.	
	Mon	1	February	a.m.	
				p.m.	Regulatory Committee
Wk 4	Tue	2	February	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	
	Wed	3	February	a.m.	Local Review Body (Panel 1)
				p.m.	
	Th	4	February	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	5	February	a.m.	
				p.m.	

Draft Council Diary August 2015-August 2016

2016

Wk 5	Mon	8	February	a.m.	Lothian Valuation Joint Board (provisional)
				p.m.	
	Tue	9	February	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE
				p.m.	
	Wed	10	February	a.m.	Development Management Sub-Committee
				p.m.	
	Th	11	February	a.m.	CITY OF EDINBURGH COUNCIL (Budget Meeting)
				p.m.	
	Fri	12	February	a.m.	
				p.m.	
					<i>(February recess until w/c 22 February 2016)</i>
Wk 6	Mon	22	February	a.m.	Licensing Board
				p.m.	
	Tue	23	February	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	24	February	a.m.	Development Management Sub-Committee
				p.m.	
	Th	25	February	a.m.	Planning Committee
				p.m.	Planning Committee Visits
			eve	Consultative Committee with Parents	
	Fri	26	February	a.m.	
				p.m.	
Wk 7	Mon	29	February	a.m.	
				p.m.	
	Tue	1	March	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	Joint Consultative Group
	Wed	2	March	a.m.	Local Review Body (Panel 2)
				p.m.	Licensing Sub-Committee
	Th	3	March	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	4	March	a.m.	Licensing Sub-Committee
				p.m.	
Wk 8	Mon	7	March	a.m.	
				p.m.	Sub-Committee on Standards for Children and Families
	Tue	8	March	a.m.	CULTURE AND SPORT COMMITTEE
				p.m.	
	Wed	9	March	a.m.	Development Management Sub-Committee
				p.m.	
	Th	10	March	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	11	March	a.m.	
				p.m.	

Draft Council Diary August 2015-August 2016

2016

Wk 1	Mon	14	March	a.m.	Licensing Board
				p.m.	
	Tue	15	March	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	16	March	a.m.	Local Review Body (Panel 3)
				p.m.	Pensions Committee
	Th	17	March	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	Planning Committee Visits
Wk 2	Fri	18	March	a.m.	Police and Fire Scrutiny Committee
				p.m.	
					<i>(Easter recess until w/c 11 April 2016)</i>
	Mon	11	April	a.m.	Lothian Valuation Joint Board (provisional)
				p.m.	
	Tue	12	April	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	13	April	a.m.	Development Management Sub-Committee
Wk 3				p.m.	
	Th	14	April	a.m.	Planning Committee Workshop
				p.m.	PETITIONS COMMITTEE
	Fri	15	April	a.m.	
				p.m.	
	Mon	18	April	a.m.	<i>Spring Holiday</i>
				p.m.	
	Tue	19	April	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
Wk 4				p.m.	
	Wed	20	April	a.m.	Local Review Body (Panel 1)
				p.m.	Licensing Sub-Committee
	Th	21	April	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	22	April	a.m.	Licensing Sub-Committee
				p.m.	
	Mon	25	April	a.m.	Licensing Board
Wk 4				p.m.	
	Tue	26	April	a.m.	ECONOMY COMMITTEE
				p.m.	Regulatory Committee
	Wed	27	April	a.m.	Development Management Sub-Committee
				p.m.	
	Th	28	April	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	29	April	a.m.	
			p.m.		

Draft Council Diary August 2015-August 2016

2016

					(Recess to cover Scottish Parliamentary Elections until w/c 9 May 2016)
Wk 5	Mon	9	May	a.m.	
				p.m.	
	Tue	10	May	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE
				p.m.	
	Wed	11	May	a.m.	Development Management Sub-Committee
				p.m.	
	Th	12	May	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	Planning Committee Visits
	Fri	13	May	a.m.	
			p.m.		
Wk 6	Mon	16	May	a.m.	
				p.m.	
	Tue	17	May	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	18	May	a.m.	Local Review Body (Panel 2)
				p.m.	
	Th	19	May	a.m.	Planning Committee
				p.m.	
			eve	Consultative Committee with Parents	
	Fri	20	May	a.m.	
			p.m.		
Wk 7	Mon	23	May	a.m.	<i>Victoria Day</i>
				p.m.	
	Tue	24	May	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	Joint Consultative Group
	Wed	25	May	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Th	26	May	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	27	May	a.m.	Licensing Sub-Committee
			p.m.		
Wk 8	Mon	30	May	a.m.	Licensing Board
				p.m.	
	Tue	31	May	a.m.	CULTURE AND SPORT COMMITTEE
				p.m.	
	Wed	1	June	a.m.	Local Review Body (Panel 3)
				p.m.	
	Th	2	June	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	3	June	a.m.	
			p.m.		

Draft Council Diary August 2015-August 2016

2016

Wk 1	Mon	6	June	a.m.	
				p.m.	
	Tue	7	June	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	8	June	a.m.	Development Management Sub-Committee
				p.m.	
	Th	9	June	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	Planning Committee Visits
Wk 2	Fri	10	June	a.m.	Police and Fire Scrutiny Committee
				p.m.	
	Mon	13	June	a.m.	
				p.m.	Sub-Committee on Standards for Children and Families
	Tue	14	June	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	15	June	a.m.	Local Review Body (Panel 1)
				p.m.	
Wk 3	Th	16	June	a.m.	Planning Committee Workshop
				p.m.	PETITIONS COMMITTEE
	Fri	17	June	a.m.	
				p.m.	
	Mon	20	June	a.m.	Lothian Valuation Joint Board (provisional)
				p.m.	
	Tue	21	June	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
				p.m.	
Wk 4	Wed	22	June	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Th	23	June	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	Pensions Audit Sub-Committee
	Fri	24	June	a.m.	Licensing Sub-Committee
				p.m.	
	Mon	27	June	a.m.	Licensing Board
				p.m.	Pensions Committee
	Tue	28	June	a.m.	ECONOMY COMMITTEE
				p.m.	Regulatory Committee
	Wed	29	June	a.m.	Local Review Body (Panel 2)
				p.m.	
	Th	30	June	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	1	July	a.m.	
				p.m.	
				<i>(Summer recess until w/c 1 August 2016) except:</i>	
	Wed	6	July	a.m.	Development Management Sub-Committee
	Wed	13	July	a.m.	Development Management Sub-Committee
	Wed	20	July	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee

Draft Council Diary August 2015-August 2016

2016

Wk 5	Mon	1	August	a.m.	Licensing Board
				p.m.	
	Tue	2	August	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE
				p.m.	
	Wed	3	August	a.m.	Development Management Sub-Committee
				p.m.	
	Th	4	August	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	Planning Committee Visits
Wk 6	Fri	5	August	a.m.	
				p.m.	
	Mon	8	August	a.m.	
				p.m.	
	Tue	9	August	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	10	August	a.m.	Local Review Body (Panel 3)
				p.m.	
Wk 7	Th	11	August	a.m.	Planning Committee
				p.m.	
	Fri	12	August	a.m.	
				p.m.	
	Mon	15	August	a.m.	
				p.m.	
	Tue	16	August	a.m.	
				p.m.	
Wk 8	Wed	17	August	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Th	18	August	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	19	August	a.m.	Licensing Sub-Committee
				p.m.	
	Mon	22	August	a.m.	
				p.m.	
Wk 8	Tue	23	August	a.m.	CULTURE AND SPORT COMMITTEE
				p.m.	Joint Consultative Group
	Wed	24	August	a.m.	Local Review Body (Panel 1)
				p.m.	
	Th	25	August	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	26	August	a.m.	
				p.m.	