

The City of Edinburgh Council

10.00 am, Thursday, 4 February 2016

Council Diary 2016-17

Item number	8.1
Report number	
Executive/routine	
Wards	All

Executive summary

This report proposes meeting dates for all Council and Committee meetings from August 2016 to August 2017.

Links

Coalition pledges	
Council outcomes	CO24 & CO25
Single Outcome Agreement	

Report

Council Diary 2016-17

Recommendations

- 1.1 To approve the Council diary for August 2016 to August 2017 as set out in the appendix to this report.
- 1.2 To authorise the Chief Executive to make minor changes to the Council diary as required.

Background

- 2.1 Following an earlier review of political management arrangements, the Council diary is considered and agreed annually by Council.
- 2.2 The draft 2016-17 diary is based on 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 2016 to August 2017.
- 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 provisional dates for meetings of the Licensing Board and the Lothian Valuation Joint Board, subject to confirmation by these boards.
- 3.5 Based on the consultation, a draft Council diary for 2016 - 17 is set out in the appendix 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

[Minute of the City of Edinburgh Council 5 February 2015](#)

Andrew Kerr

Chief Executive

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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 – Draft Council Diary 2016-2017

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

Wk 1	Mon	29	August	a.m.	Licensing Board
				p.m.	
	Tue	30	August	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	31	August	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	1	September	a.m.	
			p.m.		
Wk 2	Fri	2	September	a.m.	Planning Committee Visits
				p.m.	
	Mon	5	September	a.m.	
				p.m.	Sub-Committee on Standards for Children and Families
	Tue	6	September	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	7	September	a.m.	Local Review Body (Panel 2)
			p.m.		
Wk 3	Thu	8	September	a.m.	FINANCE AND RESOURCES COMMITTEE Planning Committee Workshop
				p.m.	PETITIONS COMMITTEE
	Fri	9	September	a.m.	Police and Fire Scrutiny Committee
				p.m.	
	Mon	12	September	a.m.	Lothian Valuation Joint Board (Provisional)
				p.m.	
	Tue	13	September	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
			p.m.		
Wk 4	Wed	14	September	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Thu	15	September	a.m.	
				p.m.	
	Fri	16	September	a.m.	Edinburgh Integration Joint Board Licensing Sub-Committee
				p.m.	
	Mon	19	September	a.m.	
			p.m.	Regulatory Committee	
Tue	20	September	a.m.	ECONOMY COMMITTEE	
			p.m.		
Wed	21	September	a.m.	Local Review Body (Panel 3)	
			p.m.		
Thu	22	September	a.m.	CITY OF EDINBURGH COUNCIL	
			p.m.		
Fri	23	September	a.m.		
			p.m.		

Wk 5	Mon	26	September	a.m.	Licensing Board	
				p.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE	
	Tue	27	September	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE	
				p.m.	Pensions Audit Sub-Committee	
	Wed	28	September	a.m.	Development Management Sub-Committee	
				p.m.	Pensions Committee	
	Th	29	September	a.m.	FINANCE AND RESOURCES COMMITTEE	
				p.m.		
Wk 6	Fri	30	September	a.m.	Planning Committee Visits	
				p.m.		
	Mon	3	October	a.m.		
				p.m.		
	Tue	4	October	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE	
				p.m.		
	Wed	5	October	a.m.	Local Review Body(Panel 1)	
				p.m.		
Wk 7	Th	6	October	a.m.	Planning Committee	
				p.m.		
				Eve	Consultative Committee with Parents	
	Fri	7	October	a.m.		
				p.m.		
	Mon	10	October	a.m.		
				p.m.		
	Tue	11	October	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE	
			p.m.			
Wk 8	Wed	12	October	a.m.	Development Management Sub-Committee	
				p.m.	Licensing Sub-Committee	
	Th	13	October	a.m.		
				p.m.		
	Fri	14	October	a.m.	Licensing Sub-Committee	
				p.m.		
	<i>(October School Week Recess until w/b 24 October 2015)</i>					
		Mon	24	October	a.m.	
				p.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE	
	Tue	25	October	a.m.	CULTURE AND SPORT COMMITTEE	
				p.m.		
	Wed	26	October	a.m.	Development Management Sub-Committee	
				p.m.		
	Th	27	October	a.m.	CITY OF EDINBURGH COUNCIL	
				p.m.		
	Fri	28	October	a.m.		
				p.m.		

Wk 1	Mon	31	October	a.m.	Licensing Board
				p.m.	
	Tue	1	November	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	2	November	a.m.	Local Review Body (Panel 2)
				p.m.	
	Thu	3	November	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
	Fri	4	November	a.m.	Planning Committee Visits
				p.m.	
Wk 2	Mon	7	November	a.m.	
				p.m.	
	Tue	8	November	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	9	November	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	10	November	a.m.	Planning Committee Workshop
			p.m.	PETITIONS COMMITTEE	
	Fri	11	November	a.m.	
				p.m.	
Wk 3	Mon	14	November	a.m.	Lothian Valuation Joint Board (Provisional)
				p.m.	
	Tue	15	November	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
				p.m.	
	Wed	16	November	a.m.	Local Review Body (Panel 3)
				p.m.	Licensing Sub-Committee
	Thu	17	November	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
			p.m.		
	Fri	18	November	a.m.	Edinburgh Integration Joint Board
				p.m.	Licensing Sub-Committee
				p.m.	
Wk 4	Mon	21	November	a.m.	
				p.m.	Regulatory Committee
	Tue	22	November	a.m.	ECONOMY COMMITTEE
				p.m.	
	Wed	23	November	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	24	November	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
	Fri	25	November	a.m.	
				p.m.	

Wk 5	Mon	28	November	a.m.	Licensing Board
				p.m.	Sub-Committee on Standards for Children and Families
	Tue	29	November	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE
				p.m.	
	Wed	30	November	a.m.	Local Review Body (Panel 1)
				p.m.	
	Thu	1	December	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
	Fri	2	December	a.m.	Planning Committee Visits
				p.m.	
Wk 6	Mon	5	December	a.m.	
				p.m.	Pensions Audit Sub-Committee
	Tue	6	December	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	CULTURE AND SPORT COMMITTEE
	Wed	7	December	a.m.	Development Management Sub-Committee
				p.m.	Pensions Committee
	Thu	8	December	a.m.	Planning Committee
			p.m.		
			Eve	Consultative Committee with Parents	
	Fri	9	December	a.m.	Police and Fire Scrutiny Committee
				p.m.	
Wk 7	Mon	12	December	a.m.	
				p.m.	
	Tue	13	December	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	
	Wed	14	December	a.m.	Local Review Body(Panel 2)
				p.m.	Licensing Sub-Committee
	Thu	15	December	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
	Fri	16	December	a.m.	Licensing Sub-Committee
				p.m.	
Wk 8	Mon	19	December	a.m.	Licensing Board
				p.m.	
	Tue	20	December	a.m.	
				p.m.	
	Wed	21	December	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	22	December	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	23	December	a.m.	
				p.m.	
(Christmas and New Year Recess until w/b 16 January 2017)					

Wk 1	Mon	16	January	a.m.	
				p.m.	
	Tue	17	January	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	18	January	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	19	January	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
Wk 2	Fri	20	January	a.m.	Planning Committee Visits
				p.m.	
	Mon	23	January	a.m.	
				p.m.	PETITIONS COMMITTEE
	Tue	24	January	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	25	January	a.m.	Local Review Body (Panel 3)
			p.m.		
Wk 3	Thu	26	January	a.m.	CITY OF EDINBURGH COUNCIL (BUDGET)
				p.m.	
	Fri	27	January	a.m.	Planning Committee Workshop
				p.m.	
	Mon	30	January	a.m.	Licensing Board
				p.m.	
	Tue	31	January	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
			p.m.		
Wk 4	Wed	1	February	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Thu	2	February	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	3	February	a.m.	Licensing Sub-Committee
				p.m.	
	Mon	6	February	a.m.	Lothian Valuation Joint Board (Provisional)
			p.m.	Regulatory Committee	
Tue	7	February	a.m.	ECONOMY COMMITTEE	
			p.m.		
Wed	8	February	a.m.	Local Review Body (Panel 1)	
			p.m.		
Thu	9	February	a.m.	CITY OF EDINBURGH COUNCIL	
			p.m.		
Fri	10	February	a.m.		
			p.m.		
<i>(February Recess until w/c 20 February 2017)</i>					

Wk 5	Mon	20	February	a.m.	
				p.m.	
	Tue	21	February	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE
				p.m.	
	Wed	22	February	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	23	February	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
Wk 6	Fri	24	February	a.m.	Planning Committee Visits
				p.m.	
	Mon	27	February	a.m.	Licensing Board
				p.m.	
	Tue	28	February	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	1	March	a.m.	Local Review Body(Panel 2)
			p.m.		
Wk 7	Thu	2	March	a.m.	Planning Committee
				p.m.	
				Eve	Consultative Committee with Parents
	Fri	3	March	a.m.	Police and Fire Scrutiny Committee
				p.m.	
	Mon	6	March	a.m.	
				p.m.	Sub-Committee on Standards for Children and Families
Tue	7	March	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE	
			p.m.		
Wk 8	Wed	8	March	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Thu	9	March	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	10	March	a.m.	Licensing Sub-Committee
				p.m.	
	Mon	13	March	a.m.	
			p.m.		
Tue	14	March	a.m.	CULTURE AND SPORT COMMITTEE	
			p.m.		
Wed	15	March	a.m.	Local Review Body (Panel 3)	
			p.m.	Pensions Committee	
Thu	16	March	a.m.	CITY OF EDINBURGH COUNCIL	
			p.m.		
Wk 8	Fri	17	March	a.m.	
				p.m.	

Wk 1	Mon	20	March	a.m.		
				p.m.		
	Tue	21	March	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE	
				p.m.		
	Wed	22	March	a.m.	Development Management Sub-Committee	
				p.m.		
	Thu	23	March	a.m.	FINANCE AND RESOURCES COMMITTEE	
			p.m.			
Wk 2	Fri	24	March	a.m.	Planning Committee Visits	
				p.m.		
	Mon	27	March	a.m.	Licensing Board	
				p.m.		
	Tue	28	March	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE	
				p.m.		
	Wed	29	March	a.m.	Local Review Body (Panel 1)	
			p.m.			
Wk 3	Thu	30	March	a.m.	Planning Committee Workshop	
				p.m.	PETITIONS COMMITTEE	
	Fri	31	March	a.m.		
				p.m.		
	(Easter Recess until w/c 17 April 2017)					
	Mon	17	April	a.m.	Lothian Valuation Joint Board (Provisional)	
				p.m.		
Tue	18	April	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE		
			p.m.			
Wed	19	April	a.m.	Development Management Sub-Committee		
			p.m.	Licensing Sub-Committee		
Thu	20	April	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE		
			p.m.			
Fri	21	April	a.m.	Licensing Sub-Committee		
			p.m.			
Wk 4	Mon	24	April	a.m.	Licensing Board	
				p.m.	Regulatory Committee	
	Tue	25	April	a.m.	ECONOMY COMMITTEE	
				p.m.		
	Wed	26	April	a.m.	Local Review Body (Panel 2)	
				p.m.		
	Thu	27	April	a.m.	CITY OF EDINBURGH COUNCIL	
			p.m.			
Fri	28	April	a.m.			
			p.m.			

(Scottish Local Government Elections Recess and Break in Cycle until w/c 5 June 2017)

	Thu	18	May	a.m.	CITY OF EDINBURGH COUNCIL
	Thu	25	May	a.m.	CITY OF EDINBURGH COUNCIL (IF REQUIRED)

Wk 5	Mon	5	June	a.m.	Planning Committee Visits
				p.m.	
	Tue	6	June	a.m.	COMMUNITIES AND NEIGHBOURHOODS COMMITTEE
				p.m.	
	Wed	7	June	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	8	June	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
Wk 6	Fri	9	June	a.m.	Police and Fire Scrutiny Committee
				p.m.	
	Mon	12	June	a.m.	
				p.m.	Sub-Committee on Standards for Children and Families
	Tue	13	June	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	14	June	a.m.	Local Review Body(Panel 3)
			p.m.		
Wk 7	Thu	15	June	a.m.	Planning Committee
				p.m.	
				Eve	Consultative Committee with Parents
	Fri	16	June	a.m.	
				p.m.	
	Mon	19	June	a.m.	Lothian Valuation Joint Board (Provisional)
				p.m.	
Wk 8	Tue	20	June	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	
	Wed	21	June	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Thu	22	June	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	23	June	a.m.	Licensing Sub-Committee
			p.m.		
Wk 8	Mon	26	June	a.m.	Licensing Board
				p.m.	
	Tue	27	June	a.m.	CULTURE AND SPORT COMMITTEE
				p.m.	Pensions Audit Sub-Committee
	Wed	28	June	a.m.	Local Review Body (Panel 1)
				p.m.	Pensions Committee
	Thu	29	June	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Wk 8	Fri	30	June	a.m.	
				p.m.	
(Summer Recess until w/c 31 July 2017)					

Wk 1	Mon	31	July	a.m.	Licensing Board
				p.m.	
	Tue	1	August	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Wed	2	August	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	3	August	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
Wk 2	Fri	4	August	a.m.	Planning Committee Visits
				p.m.	
	Mon	7	August	a.m.	
				p.m.	
	Tue	8	August	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	9	August	a.m.	Local Review Body (Panel 2)
			p.m.		
Wk 3	Thu	10	August	a.m.	Planning Committee Workshop
				p.m.	PETITIONS COMMITTEE
	Fri	11	August	a.m.	
				p.m.	
	Mon	14	August	a.m.	
				p.m.	
	Tue	15	August	a.m.	HEALTH, SOCIAL CARE AND HOUSING COMMITTEE
			p.m.		
Wk 4	Wed	16	August	a.m.	Development Management Sub-Committee
				p.m.	Licensing Sub-Committee
	Thu	17	August	a.m.	GOVERNANCE, RISK AND BEST VALUE COMMITTEE
				p.m.	
	Fri	18	August	a.m.	Licensing Sub-Committee
				p.m.	
	Mon	21	August	a.m.	
			p.m.	Regulatory Committee	
Tue	22	August	a.m.	ECONOMY COMMITTEE	
			p.m.		
Wed	23	August	a.m.	Local Review Body (Panel 3)	
			p.m.		
Thu	24	August	a.m.	CITY OF EDINBURGH COUNCIL	
			p.m.		
Fri	25	August	a.m.		
			p.m.		