

Committee to consider applications to undertake certain duties by Members and Foreign Travel by Officers	FTC/03/13
date: 19 February 2013	

Dates of Future Meetings

Report by Governance Team Manager

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1. Purpose of the Report

To agree dates for future meetings of the Committee.

2. Recommendation:

That future meetings of the Committee be scheduled to take place on the same day as meetings of the Cabinet at 11.00am or on the rising of those meetings, whichever is the later.

3. Background and proposal

- 3.1 In 2012, a calendar of meetings was arranged for the Committee to coincide with meetings of the Cabinet, taking place at 11.00am or on the rising of the Cabinet, whichever was the later. This arrangement lapsed and meetings are currently arranged on an ad hoc basis. In practice however, given the Committee's membership and the difficulty in identifying suitable availability, meetings do still tend to coincide with those of the Cabinet.
- 3.2 In the light of this, and with a view to assisting Members of the Committee in planning their dairies and other Members and Officers in planning their travel and attendance, it is proposed to reinstate the previous arrangement. Should the Committee agree, meetings will be arranged for the dates set out below (and future Cabinet dates as they are scheduled). Meetings will be cancelled if they are not required.

2013

19 March
21 May
18 June
16 July
10 September
1 October
19 November
17 December

2014

21 January

(all Tuesdays, at 11.00am or on the rising of the Cabinet to be held on the same day, whichever is the later)