

To: JCB Non-Teaching

On: 5 September 2018

Report by: Director of Finance and Resources

Heading: Timetable of Meetings 2019

1. Summary

- 1.1 The JCB Non-Teaching requires to agree a timetable of meetings for 2019.
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2. Recommendation

- 2.1 That the Board considers and, if appropriate, approves the proposed arrangements for meetings of the Board during 2019 as detailed in the report.
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3. Background

- 3.1 Section 6 of the Constitution of the JCB Non-Teaching details the requirement of the Board to meet as and when required but not less than four times per year. At the meeting held on 23 April 2014 the Board agreed that the frequency of JCB Non-Teaching meetings be increased from four to six per year.
- 3.2 A timetable of Board meetings until the end of 2018 was agreed at the meeting of the Board held on 13 September 2017. Accordingly
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proposed arrangements for meetings of the JCB Non-Teaching during 2019 now require to be considered and agreed by the Board.

3.3 Members of the JCB also require to be members of the Finance Resources & Customer Services Policy Board consequently meetings of the JCB are timetabled to be held on the same date as meetings of that Policy Board. Meetings of the Finance Resources & Customer Services Policy Board commence at 2pm. It has been previous practice to hold meetings of the JCB at 3pm or at the conclusion of the Policy Board whichever was earlier. In view of the potential for the Policy Board to not be finished by 3pm it is proposed that the start time for meetings of the JCB Meetings be changed to 3.30pm.

3.4 Following consultation it is proposed that meetings of the JCB Non-Teaching be convened on the following dates at 3.30pm:-

- Wednesday 30 January 2019
- Wednesday 27 March 2019
- Wednesday 5 June 2019
- Wednesday 4 September 2019
- Wednesday 13 November 2019
- Wednesday 11 December 2019

Implications of the Report

1. **Financial** - None.
2. **HR & Organisational Development** - None.
3. **Community/Council Planning** - None.
4. **Legal** - None.
5. **Property/Assets** - None.

6. **Information Technology** - None.
7. **Equality & Human Rights** - Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** - None
9. **Procurement** - None
10. **Risk** - None.
11. **Privacy Impact** - None
12. **Cosla Policy Position** - None

List of Background Papers - None

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