
To: JCB Non-Teaching

On: 11 November 2020

Report by: Director of Finance & Resources

Heading: Timetable of Meetings 2021

1. Summary

- 1.1 The JCB Non-Teaching requires to agree a timetable of meetings for 2021.

2. Recommendation

- 2.1 That the Board considers and, if appropriate, approves the proposed arrangements for meetings of the Board during 2021 as detailed in the report.

3. Background

- 3.1 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.

- 3.2 A timetable of Board meetings until the end of 2020 was agreed at the meeting of the Board held on 4 September 2019. Accordingly

proposed arrangements for meetings of the JCB Non-Teaching during 2021 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.

3.4 Following consultation it is proposed that meetings of the JCB Non-Teaching be convened on the following dates at 3pm:-

- Wednesday 31 March 2021
- Wednesday 2 June 2021
- Wednesday 1 September 2021
- Wednesday 10 November 2021

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
13. **Climate Risk** - None
14. **Fairer Scotland Duty** - None

List of Background Papers - None

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