

**To: JCB Non-Teaching**

**On: 13 September, 2017**

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**Report by: Director of Finance and Resources**

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**Heading: Timetable of Meetings 2018**

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**1. Summary**

1.1 The JCB Non-Teaching requires to agree a timetable of meetings for 2018.

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**2. Recommendations**

2.1 That the Board considers, and, if appropriate, approves arrangements for meetings of the Board during 2018, as detailed in the report.

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**3. Background**

3.1 Section 6 of the Constitution of the JCB Non-Teaching details to the requirement of the employees' JCB to meet as and when required, but not less than four times per year. At its meeting held on the 23 April, 2014 the Board agreed that the frequency of the JCB Non-Teaching Board be increased from four to six meetings per year.

3.2 A timetable of Board meetings until the end of 2017 was agreed at the meeting of the Board held on 26 October, 2016. Accordingly proposed arrangements for meetings of the JCB Non Teaching during 2018 now require to be considered and agreed by the Board.

3.3 It has been the practice that meetings of the Board are held at 3pm

3.4 Following consultation, the following dates are proposed:-

Wednesday 31 January, 2018

Wednesday 28 March, 2018

Wednesday 6 June, 2018

Wednesday 5 September, 2018

Wednesday 14 November, 2018

Wednesday 12 December, 2018

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### **Implications of the Report**

1. **Financial** - None
2. **HR & Organisational Development** - None
3. **Community Planning – None**
4. **Legal** - None
5. **Property/Assets** - None
6. **Information Technology** – None
7. **Equality & Human Rights** - The 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** – not applicable.

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### **List of Background Papers – None**

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**Author:** Robert Devine Senior Committee Services Officer

**Contact details:** 0141 618 7107 or email [Robert.devine@renfrewshire.gov.uk](mailto:Robert.devine@renfrewshire.gov.uk)