

Scotland Excel

To: Executive Sub-committee

On: 16th September 2016

**Report
by
the Clerk**

Meetings of Scotland Excel Executive Sub-committee in 2017

1. Summary

- 1.1 The purpose of this report is to seek approval for the proposed dates for meetings of the Scotland Excel Executive Sub-committee in 2017.

2. Recommendation

- 2.1 That, if required, meetings of Scotland Excel Executive Sub-committee be held on:-

Date	Time	Venue
27 January 2017	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
10 February 2017	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
3 March 2017	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
30 June 2017	TBC	City Chambers, Glasgow City Council (required to be immediately after Joint Committee or later date)
15 September 2017	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
13 October 2017	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
17 November 2017	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
8 December 2017	9.45 am	City Chambers, Glasgow City Council (prior to meeting of Scotland Excel Joint Committee)

3. Background

3.1 In terms of Scotland Excel's Procedural Standing Orders:-

42(a). The Executive Sub-committee shall meet not less than four times in every calendar year. The time, dates and venues for all subsequent meetings will be approved by the Executive Sub-committee.

3.2 One of the main functions of the Executive Sub-committee is to consider reports on the award of contracts being let on behalf of Scotland Excel, therefore, the dates for the Executive Sub-committee meetings require to be fixed by referral to the planned award dates for these contracts. It is expected that all contract awards planned for 2017 can be accommodated within the timetable of meetings detailed in this report.