

**WEST DUNBARTONSHIRE COUNCIL****Report by Chief Officer – Regulatory and Regeneration****Council: 21 December 2022**

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**Subject: Committee Timetable - August 2023 to April 2027****1. Purpose**

- 1.1** To ask the Council to approve a committee timetable for the period August 2023 to April 2027.

**2. Recommendations**

- 2.1** It is recommended that the Council agrees:-
- (a) the timetable of meetings for the period August 2023 to April 2027 as shown in the appendix to this report;
  - (b) that meetings of the Council and the four policy committees (Corporate Services, Educational Services, Housing and Communities and Infrastructure, Regeneration and Economic Development) continue to be held in hybrid format in the Civic Space, Council Offices, Church Street, Dumbarton;
  - (c) that meetings of regulatory committees, namely Planning and Licensing, continue to alternate between the Council Offices, Church Street, Dumbarton and Clydebank Town Hall;
  - (d) that Appeals Committee meetings continue to be held in the Council Offices, Church Street, Dumbarton to ensure a sufficient number of rooms are available for the parties involved; and
  - (e) that meetings of the remaining committees continue to be held in the Council Chamber, Clydebank Town Hall.

**3. Background**

- 3.1** At its meeting on 22 June 2022 the Council agreed meeting dates up to the end of June 2023. Meeting dates from August 2023 to April 2027 now require to be agreed to ensure the continuity of Council business.

**4./**

## **4. Main Issues**

- 4.1 The timetable proposed in the appendix to this report is based on the current governance arrangements that have been in place for some time. The arrangements, formats and venues have worked satisfactorily and ensured that Council business is dealt with timeously.
- 4.2 Similar to the previous timetable no meetings of the Cultural Committee have been scheduled, but dates can be fixed as required by the Chair.

## **5. People Implications**

- 5.1 The proposed cycle of meetings has no implications on current staffing levels.

## **6. Financial Implications**

- 6.1 A programme of meetings based on the current timetable will have no financial implications. The continuation of daytime committee meetings also removes the need for overtime costs for some of the officers who attend.

## **7. Risk Analysis**

- 7.1 If the Council fails to approve a timetable of meetings then all matters requiring committee decision will need to be submitted to special meetings of the Council. Given that a Council meeting would not be a suitable forum to consider regulatory matters such as planning and licensing it is recommended that Council approves the proposed dates shown in the appendix attached, or agrees alternatives.

## **8. Equalities Impact Assessment (EIA)**

- 8.1 An initial equalities impact screening was carried out on venues for committee meetings. The outcome of that screening was that there would be no impact on equalities groups in West Dunbartonshire.
- 8.2 The provision of live audio streaming of meetings means that meetings are now accessible to some groups that may not have been able to attend previously.

## **9. Consultation**

- 9.1 Finance and legal officers have been consulted on the content of this report.

## **10. Strategic Assessment**

- 10.1 This report does not have a direct impact on the Council's strategic priorities. However, it is essential that the Council's decision-making

structures are effective therefore enabling the Council to make the necessary decisions and monitor the work of the Council departments that will implement the strategic priorities across a range of services.

**Alan Douglas**

**Chief Officer – Regulatory and Regeneration**

**Date: November 2022**

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**Appendix:** Draft Committee Timetable - August 2023 to April 2027

**Background Papers:** EIA screening

**Wards Affected:** All

