

## **Dates of Future Meetings**

### **1. INTRODUCTION**

- 1.1 This report outlines the proposed calendar of SEStran Partnership Board, Performance and Audit Committee and Chief Officer Liaison Group meetings in 2018.
- 1.2 The schedule has been drafted in line with previous meeting cycles and complies with audit reporting requirements.

### **2 PROVISIONAL DATES 2018**

- 2.1 The proposed dates for the **Partnership Board** are:
  - Friday 16<sup>th</sup> March – 10:00am in Conference Room 1, Victoria Quay
  - Friday 22<sup>nd</sup> June – 10:00am in Conference Room 1, Victoria Quay
  - Friday 21<sup>nd</sup> September – 10:00am in Conference Room 1, Victoria Quay
  - Friday 7<sup>th</sup> December – 10:00am in Conference Room 1, Victoria Quay
- 2.2 The proposed dates for the **Performance and Audit Committee** are:
  - Friday 2<sup>nd</sup> March – 10:00am in Conference Room 2, Victoria Quay
  - Friday 8<sup>th</sup> June – 10:00am in Conference Room 2, Victoria Quay
  - Friday 7<sup>th</sup> September – 10:00am in Conference Room 2, Victoria Quay
  - Friday 23<sup>rd</sup> November – 10:00am in Conference Room 2, Victoria Quay
- 2.3 The proposed dates for the **Chief Officer Liaison Group** meetings are:
  - Thursday 15<sup>th</sup> February – 10:00am in Conference Room 3, Victoria Quay
  - Thursday 24<sup>th</sup> May – 10:00am in Conference Room 2, Victoria Quay
  - Thursday 23<sup>th</sup> August – 10:00am in Conference Room 3, Victoria Quay
  - Thursday 8<sup>th</sup> November – 10:00am in Conference Room 3, Victoria Quay
- 2.4 Dates for the Forums are being arranged and will be confirmed at a later date.
- 2.5 Members should note that with the Transport Bill approaching, there is a potential requirement to invite the Minister to attend Partnership Board meetings in 2018. In order to accommodate his diary, it is likely that selected meetings will be rescheduled from Friday's to Thursday's.

### **3. RECOMMENDATION**

- 3.1 It is recommended that the Board approves the proposed programme of meetings for 2018; and
- 3.2 Notes that dates of the Forums will be confirmed at a later date; and
- 3.3 Notes the potential need to reschedule a Partnership Board meeting to accommodate the Minister's diary.

Elizabeth Forbes  
**Business Support Officer**  
25<sup>th</sup> November 2017

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| Policy Implications         | None. |
| Financial Implications      | None  |
| Equalities Implications     | None  |
| Climate Change Implications | None  |