

HIGHLAND AND ISLANDS FIRE BOARD

14 NOVEMBER 2008

Agenda Item	
Report No	

SCHEDULE OF MEETINGS 2009

Report by the Clerk

Summary

This Report sets out the background information to enable the Board to agree a schedule of meetings for 2009.

Background

1. Members are aware that meetings of the Board are normally held in Inverness, and generally on the same day and at the same location as meetings of the Northern Joint Police Board.
2. Members will be aware that it has been the practice of the Board to hold one meeting per election cycle in each of the Islands Constituent Authorities. Members will recall that earlier this year, the Board met in Kirkwall, it being normal practice for the Board to hold the first of its visits in each cycle in the "home" authority of its Vice-Convenor. During its last electoral cycle, the Board visited Orkney in 2004, Shetland in 2005 and Comhairle nan Eilean Siar in 2006. It is accordingly suggested that the Board visit Shetland in 2009.
3. Members will also be aware that the date of the first meeting in any year is dictated by the need to set the Board's budget. This depends on the availability of the necessary information to enable the Board to agree a requisition to be made on the Constituent Authorities for the following financial year so that they, in turn, can determine their budgets and set their Council Tax rates by the relevant date. A further factor is the need or otherwise for the Policy and Finance Working Group to meet to consider the budget proposals.
4. The schedules of meetings of all four Constituent Authorities must, of course, be taken into account when setting the Board's dates. Members are advised that this makes it exceedingly difficult to find dates that do not involve a clash for any Member.
5. Bearing all the above in mind, the following dates are suggested for the year 2009, with the January and November meetings to be preceded by morning meetings of the Northern Joint Police Board:-

Friday 23 January (p.m.)	Inverness
Friday 24 April (early p.m.)	Inverness
Thursday 10 September (return 11 September)	Lerwick
Friday 27 November (p.m.)	Inverness

6. Should there be a need for a meeting of the Policy and Finance Working Group to consider the Budget, the date suggested is Friday 9 January (p.m.), to be preceded, if necessary, by a meeting of the Police Board Finance and Policy Working Group. A meeting of the Fire Board Audit Working Group is already scheduled for that day.

Recommendation

The Board is asked to agree the recommended schedule of meetings for the year 2009 and to authorise the Clerk to make the necessary detailed arrangements, including, in consultation with the Convener and Vice-Convener, any adjustments to the schedule that may prove necessary.

Signature

Designation Clerk

Date 5 November 2008

Author Mrs R Moir, Assistant Clerk