

Report to Partnership Meeting 5 October 2012

PARTNERSHIP

PROGRAMME OF MEETINGS 2013

Recommendation

The Board are asked to:

1. agree that the HITRANS Partnership and Advisors meet in 2013 on the dates and at the locations identified in the table below.
2. confirm the venue for the April Meeting
3. note that additional meetings may be called if circumstances arise that so warrant.

Date	Partnership Meetings	Advisors meetings	Location
24 January 2013		morning	Inverness
7 and 8 February 2013	Evening meeting followed by full Partnership meeting on Friday Morning		Inverness
28 March 2013		morning	Inverness
25 and 26 April 2013	Evening meeting followed by full Partnership meeting on Friday Morning		Orkney
1 August 2013		morning	Inverness
22 and 23 August 2013	Evening meeting followed by full Partnership meeting on Friday Morning		Inverness
24 October 2013		morning	Inverness
7 and 8 November 2013	Evening meeting followed by full Partnership meeting on Friday Morning		Inverness

Risk	Impact	Comment
RTS delivery	√	The Board and Advisors Meetings are the focus for HITRANS development and monitoring of actions to support delivery of the RTS
Policy	√	The Board and Advisors Meetings are the focus for HITRANS development and monitoring of actions to develop and approve the Partnerships Policies
Financial	√	The Partnership's budget setting and monitoring is facilitated through the Partnership Board Meeting
Equality	√	Equality elements of the Partnership's activities are reflected in the reports considered at Partnership Meetings, where appropriate

Report by: Dave Duthie
Designation: Partnership Director
Date: 3rd September 2012