

Report to Partnership Meeting 23 August 2013

PARTNERSHIP

PROGRAMME OF MEETINGS 2014

Purpose of Report

The report advises Members on the proposed dates for Partnership Board and Permanent Advisors meetings in 2014 and invites Members to indicate acceptance or changes to the dates.

Meeting Schedule

Date	Partnership Meetings	Advisors meetings	Location
23 January 2014		morning	Inverness
6 and 7 February 2014	Evening meeting followed by full Partnership meeting on Friday Morning		Inverness
13 March 2014		morning	Inverness
3 and 4 April 2014	Evening meeting followed by full Partnership meeting on Friday Morning		Western Isles
7 August 2014		morning	Inverness
21 and 22 August 2014	Evening meeting followed by full Partnership meeting on Friday Morning		Inverness
23 October 2014		morning	Inverness
6 and 7 November 2014	Evening meeting followed by full Partnership meeting on Friday Morning		Argyll

Recommendation

The Board are asked to:

1. Agree that the HITRANS Partnership and Advisors meet in 2014 on the dates and at the locations identified in the table below.
2. Note that additional meetings may be called if circumstances require the Board to meet.

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: Ranald Robertson
Designation: Partnership Director
Date: 8th August 2013