

# National Park Authority Board Meeting

Agenda Item 16



## National Park Calendar of 2015 and 2016 Board & Committee Meetings

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### *Paper for decision*

#### 1. PROPOSAL

- 1.1 Standing Orders require that the Board approve in advance of each calendar year a provisional set of dates for its Board meetings.

#### 2. RECOMMENDATION

- 2.1 Members are invited to approve the Draft Calendar for 2015 and 2016 Board, Committee and Group Meetings, attached as Appendices.

#### 3. CONSIDERATIONS

- 3.1 Standing Orders of the Planning & Access Committee outline that the Committee will approve a diary of provisional meeting dates each year in advance, and that these will be monthly save where the Chair of the Committee otherwise directs.
- 3.2 The Audit Committee's Terms of Reference make no recommendation as to a minimum number of meetings. Typically four meetings per annum are appropriate to fulfil responsibilities with the ability for Audit Committee members to agree to cancel a meeting where there is insufficient business.
- 3.3 The Delivery Group's Terms of Reference outline that the Delivery Group will meet no less than four times a year.
- 3.4 The Strategy Group's Terms of Reference outline that the Strategy Group will likely meet at least "four times per year... to ensure effective reporting to and advice on decision-making to the full Board quarterly meetings".
- 3.5 All meetings are currently scheduled to take place at Carrochan HQ. It is anticipated that we will have one of our Board meetings at a different venue within the park and depending on our planning applications it is possible that there may be site visits required.
- 3.6 An additional Board meeting has been provisionally scheduled for February 2015 to consider the responses from the Your Park consultation. At this point in time it is difficult to predict the level of engagement or volume of responses that we will receive and when and therefore the extent of the work required on processing and responding to the feedback.

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- 3.7 As far as possible scheduling has aimed to take account of: -
- Timing of key statutory requirements and key events (such as NPPP annual review and annual report and accounts).
  - Local school holidays.
  - Scheduled local authority council meetings.
  - Officer time to prepare papers, presentations and governance arrangements.

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