

Report to Partnership Meeting 11 September 2020

PARTNERSHIP

PROGRAMME OF MEETINGS 2021

Purpose of Report

The report advises Members on the proposed dates for Partnership Board and Permanent Advisors meetings in 2020 and invites Members to indicate acceptance or changes to the dates.

Meeting Schedule

| Date | Partnership Meetings | Advisors meetings | Location |
|--------------------------|------------------------------------------------------------------------|--------------------------|----------------------------|
| 21 January 2021 | | Morning | Virtual |
| 5 February 2021 | Partnership Board Meeting | | Virtual |
| 1 April 2021 | | morning | Virtual |
| 23 April 2021 | Partnership Board Meeting | | Virtual or Inverness |
| 26 August 2021 | | morning | Virtual |
| 16 and 17 September 2021 | Evening meeting followed by full Partnership meeting on Friday Morning | | Eilean Siar or Virtual |
| 28 October 2021 | | morning | Virtual |
| 11 and 12 November 2021 | Evening meeting followed by full Partnership meeting on Friday Morning | | Argyll and Bute or Virtual |

With the ongoing uncertainty relating to the global pandemic the meetings scheduled for the early part of 2021 are scheduled to take place virtually utilizing Microsoft Teams. The April, September and November Partnership meetings may take place physically if it is considered safe to do so nearer the time. Venues are the same as the intended host locations for 2020.

All Advisors meetings are scheduled on a Virtual basis.

RISK REGISTER

RTS Delivery

Impact - Positive

Comment – The Board and Advisors Meetings are the focus for HITRANS development and monitoring of actions to support delivery of the RTS.

Policy

Impact – Neutral

Comment – The Board and Advisors Meetings are the focus for HITRANS development and monitoring of actions to develop and approve the Partnerships Policies

Financial

Impact – Positive

Budget line and value – The Partnership's budget setting and monitoring is facilitated through the Partnership Board Meeting.

Equality

Impact – Positive

Comment – Equality elements of the Partnership's activities are reflected in the reports considered at Partnership Meetings.

Recommendation

Members are asked to:

1. Agree that the HITRANS Partnership and Advisors meet in 2021 on the dates and at the locations identified in the table.

Report by: Ranald Robertson
Designation: Partnership Director
Date: 31st August 2020