

## **CALENDAR OF MEETINGS 2021/22**

Presented by the Deputy Chief Executive

### **SUMMARY**

This report seeks Member approval of the draft calendar of meetings for the Authority and its main committees for 2021/22.

### **RECOMMENDATION**

Members Approve: (1) the calendar of meetings for 2021/22 as shown in Appendix A to this report.

### **BACKGROUND**

- 1 Every year Members agree the dates of Authority and its main committees for the ensuing year.
- 2 A draft calendar for the year 2021/22 is attached at Appendix A to this report for approval.

### **FACTORS AFFECTING DAYS, TIMES AND PLACE OF MEETINGS**

- 3 The Lee Valley Regional Park Act 1966 provides that the Authority may make Standing Orders with respect to proceedings, including a quorum, place of meeting and notices to be given of meetings of the Authority or any committee appointed by them. In May 2021 Authority approved amendment of Standing Orders to include explanation that "place of meeting" included physical, virtual and hybrid meetings. Most recently meetings have been held by remote access because of social distancing restrictions but this could change for the new term of office commencing 1 July 2021 and any easing of social distancing.

From 4 April 2020 to 7 May 2021 meetings of the Authority and its committees were held remotely in line with emergency legislation (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. Please note that the Authority is not bound to follow Local Government legislation relating to meeting rules.

- 4 With the agreement of Members the majority of meetings are held on a Thursday during the day.

- 5 The Authority meetings are held quarterly at 2pm on the fourth Thursday of the month.
- 6 The Audit Committee meets three times per year – September, February and June – with the ability to call further meetings as required.
- 7 The Executive Committee meets 12 times per year or as required.
- 8 The Regeneration & Planning Committee meets 6 weekly or as required.
- 9 The Scrutiny Committee meets three times per year or as required.
- 10 All other committees, panels and groups are not timetabled but are called when necessary.

### **MEMBER TOURS**

- 11 Due to social distancing restrictions imposed to combat Coronavirus no Member Tours were included in the 2020/21 Calendar. However with the easing of social distancing restrictions and its location, a Member visit to the newly opened Wildlife Discovery Centre was undertaken on 11 October 2020.
- 12 Previously Member Tours to sites in the Park or outside the Park were scheduled relating to:
  - (a) sites where policy decisions will be required during the year;
  - (b) sites where schemes for phased programmes of works over many years are completed/nearing completion; and
  - (c) projects outside the Park for lessons in good practice and for fresh ideas:

Two Member Tours have been included in the 2021/22 Calendar subject to any social distancing restrictions in place at the time.

### **ENVIRONMENTAL IMPLICATIONS**

- 13 There are no environmental implications arising directly from the recommendations in this report.

### **FINANCIAL IMPLICATIONS**

- 14 There are no financial implications arising directly from the recommendations in this report.

### **HUMAN RESOURCE IMPLICATIONS**

- 15 There are no human resource implications arising directly from the recommendations in this report.

### **LEGAL IMPLICATIONS**

- 16 There are no legal implications arising directly from the recommendations in this report.

### **RISK MANAGEMENT IMPLICATIONS**

- 17 There are no risk management implications arising directly from the recommendations in this report.

**EQUALITY IMPLICATIONS**

- 18 There are no equality implications arising directly from the recommendations in this report.

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**APPENDIX ATTACHED**

Appendix A Draft Calendar of Meetings 2021/22

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## CALENDAR OF MEETINGS JULY 2021 – JULY 2022

2021			
22	July	11.00am	Executive Committee
22	July	12.00noon	Regeneration & Planning Committee
22	July	1.00pm	Audit Committee
9	September	All day	Member Tour
23	September	11.30am	Executive Committee
23	September	12.30pm	Regeneration & Planning Committee
23	September	1.30pm	Audit Committee
30	September	All day	Member Tour
21	October	11.30am	Executive Committee
21	October	12.30pm	Regeneration & Planning Committee
21	<b>October</b>	<b>2.00pm</b>	<b>Authority</b>
18	November	11.30am	Executive Committee
18	November	12.30pm	Regeneration & Planning Committee
18	November	1.30pm	Scrutiny Committee
16	December	11.30am	Executive Committee
16	December	12.30pm	Regeneration & Planning Committee
16	December	2.00pm	Budget Workshop
2022			
6	January	10.30am	Budget Workshop (Continued if necessary)
20	January	11.30am	Executive Committee
20	January	12.30pm	Regeneration & Planning Committee
20	<b>January</b>	<b>2.00pm</b>	<b>Authority</b>
24	February	11.00am	Executive Committee
24	February	12.00noon	Regeneration & Planning Committee
24	February	1.00pm	Audit Committee
24	February	2.00pm	Scrutiny Committee
24	March	11.30am	Executive Committee
24	March	12.30pm	Regeneration & Planning Committee
28	April	11.30am	Executive Committee
28	April	12.30pm	Regeneration & Planning Committee
28	<b>April</b>	<b>2.00pm</b>	<b>Authority</b>
26	May	11.30am	Executive Committee
26	May	12.30pm	Regeneration & Planning Committee

23	June	11.00am	Executive Committee
23	June	12.00noon	Regeneration & Planning Committee
23	June	1.00pm	Audit Committee
23	June	2.00pm	Scrutiny Committee
7	July	2.00pm	<b>ANNUAL GENERAL MEETING</b>