



LEE VALLEY REGIONAL PARK AUTHORITY
ANNUAL AUTHORITY MEETING
7 JULY 2016 AT 14:00

Agenda Item No:

8

Report No:

A/4231/16

CALENDAR OF MEETINGS 2016/17

Presented by the Director of Corporate Services

SUMMARY

This report seeks Members approval of the draft calendar of meetings for the Authority and its main committees for 2016/17.

RECOMMENDATION

Members Approve: (1) the calendar of meetings for 2016/17 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 2016/17 is attached at Appendix A to this report for approval.

FACTORS AFFECTING DAYS AND TIMES OF MEETINGS

- 3 With the agreement of Members the majority of the meetings are held on a Thursday during the day.
- 4 The Authority meetings are held quarterly at 2pm on the fourth Thursday of the month.
- 5 The Lower Lee Valley (LLV) and Upper Lee Valley (ULV) Regeneration & Planning Committees meet bi-monthly or as required (except for August when there are no meetings). The LLV meetings are held in the Lower Lee Valley on a day agreed with Committee Members. The ULV Committee meets at Myddelton House.
- 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 Scrutiny Committee meets three times per year or as required.
- 9 All other committees, panels and groups are not timetabled but are called when necessary.

MEMBERS' VISITS

- 10 As in previous years Members' Visits to sites in the Park or outside the Park will be arranged throughout the year, 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.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

HUMAN RESOURCE IMPLICATIONS

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

LEGAL IMPLICATIONS

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

RISK MANAGEMENT IMPLICATIONS

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

EQUALITY IMPLICATIONS

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

Author: Beryl Foster, 01992 709 836, bfoster@leevalleypark.org.uk

APPENDIX ATTACHED

Appendix A Draft Calendar of Meetings 2016/17

CALENDAR OF MEETINGS JULY 2016 – JULY 2017

| 2016 | | | |
|-----------|----------------|---------------|--|
| 7 | July | 2.00pm | Annual General Meeting |
| 13 | July | All day | Trust venues visit |
| 18 | July | All day | Trust venues visit |
| 21 | July | 10.30am | Executive Committee |
| 8 | September | All day | Member Tour |
| 15 | September | 11.00am | Lower Lee Valley Regen & Planning Committee |
| 22 | September | 10.30am | Ice Centre Project Working Group |
| 22 | September | 11.30am | Executive Committee |
| 22 | September | 12.30pm | Upper Lee Valley Regen & Planning Committee |
| 22 | September | 1.30pm | Audit Committee |
| 29 | September | All day | Member Tour |
| 20 | October | 10.00am | Ice Centre Project Working Group |
| 20 | October | 11.00am | Executive Committee |
| 20 | October | 12.00noon | Scrutiny Committee |
| 20 | October | 2.00pm | Authority |
| 17 | November | 11.00am | Lower Lee Valley Regen & Planning Committee |
| 24 | November | 10.30am | Ice Centre Project Working Group |
| 24 | November | 11.30am | Executive Committee |
| 24 | November | 1.00pm | Trust Service Delivery/Fees&Charges Workshop |
| 15 | December | 10.30am | Ice Centre Project Working Group |
| 15 | December | 11.30am | Executive Committee |
| 15 | December | 12.30pm | Upper Lee Valley Regen & Planning Committee |
| 15 | December | 1.30pm | Budget Workshop |
| 2017 | | | |
| 5 | January | 10.30am | Budget Workshop (Continued if necessary) |
| 19 | January | 10.30am | Ice Centre Project Working Group |
| 19 | January | 11.30am | Executive Committee |
| 19 | January | 2.00pm | Authority |
| 26 | January | 11.00am | Lower Lee Valley Regen & Planning Committee |
| 23 | February | 10.00am | Ice Centre Project Working Group |
| 23 | February | 11.00am | Executive Committee |
| 23 | February | 12.00noon | Upper Lee Valley Regen & Planning Committee |
| 23 | February | 12.30pm | Audit Committee |

Appendix A to Paper A/4231/16

| | | | |
|-----------|--------------|---------------|---|
| 23 | February | 2.00pm | Scrutiny Committee |
| 23 | March | 10.30am | Ice Centre Project Working Group |
| 23 | March | 11.30am | Executive Committee |
| 30 | March | 11.00am | Lower Lee Valley Regen & Planning Committee |
| 27 | April | 10.00am | Ice Centre Project Working Group |
| 27 | April | 11.00am | Executive Committee |
| 27 | April | 12.00noon | Upper Lee Valley Regen & Planning Committee |
| 27 | April | 2.00pm | Authority |
| 25 | May | 10.30am | Ice Centre Project Working Group |
| 25 | May | 11.30am | Executive Committee |
| 25 | May | 1.00pm | Scrutiny Committee |
| 8 | June | 11.00am | Lower Lee Valley Regen & Planning Committee |
| 22 | June | 10.00am | Ice Centre Project Working Group |
| 22 | June | 11.00am | Executive Committee |
| 22 | June | 12.00noon | Upper Lee Valley Regen & Planning Committee |
| 22 | June | 1.00pm | Audit Committee |
| 6 | July | 2.00pm | ANNUAL GENERAL MEETING |

- **All meetings are held at Myddelton House, Bulls Cross, Enfield, EN2 9HG unless otherwise stated.**
- **Lower Lee Valley Regeneration & Planning Committee will meet in the Lower Lee Valley - check agendas for meeting venue.**