

**LEE VALLEY REGIONAL PARK  
AUTHORITY**

**ANNUAL AUTHORITY MEETING**

**2 JULY 2020 AT 14:00**

**Agenda Item No:**

**8**

**Report No:**

**A/4284/20**

**CALENDAR OF MEETINGS 2020/21**

Presented by the Deputy Chief Executive

**SUMMARY**

This report seeks Members approval of the draft calendar of meetings for the Authority and its main committees for 2020/21.

**RECOMMENDATION**

Members Approve: (1) the calendar of meetings for 2020/21 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 2020/21 is attached at Appendix A to this report for approval.

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

- 3 In April 2020 Authority approved amendment of Standing Orders as a result of 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) which came into force on 4 April 2020 to enable remote meetings to be held through "electronic, digital, virtual locations and telephone conferencing" for a time limited period (to 7 May 2021) in response to public health guidance (i.e. social distancing) introduced to combat coronavirus (Paper A/4279/20). So currently meetings are being held by remote access but this may change upon the lifting of social distancing.
- 4 With the agreement of Members the majority of the 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.

#### **MEMBERS' VISITS**

- 11 Previously Members' Visits to sites in the Park or outside the Park are 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.

However, given current social distancing restrictions imposed to combat coronavirus no Member Visits have been included in the 2020/21 Calendar. Should social distancing restrictions be sufficiently lifted later in the year ad-hoc Member Visits could be arranged.

- 12 In the meantime, an optional Member visit to the new Wildlife Discovery Centre, which is scheduled to be completed late Autumn, will be arranged with Members making their own way to the site and following any social distancing restrictions which may still be in place at that 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.

---

Author: Beryl Foster, 01992 709 836, [bfoster@leevalleypark.org.uk](mailto:bfoster@leevalleypark.org.uk)

**APPENDIX ATTACHED**

Appendix A Draft Calendar of Meetings 2019/20

**This page is blank**

## CALENDAR OF MEETINGS JULY 2020 – JULY 2021

2020			
2	July	3.00pm	Audit Committee
30	July	10.30am	Ice Centre Working Group
30	July	11.30am	Executive Committee
24	September	10.30am	Ice Centre Working Group
24	September	11.30am	Executive Committee
24	September	12.30pm	Regeneration & Planning Committee
24	September	1.30pm	Audit Committee
22	October	10.30am	Ice Centre Working Group
22	October	11.30am	Executive Committee
22	October	12.30pm	Regeneration & Planning Committee
22	October	2.00pm	Authority
19	November	10.30am	Ice Centre Working Group
19	November	11.30am	Executive Committee
19	November	12.30pm	Regeneration & Planning Committee
19	November	1.30pm	Scrutiny Committee
17	December	10.30am	Ice Centre Working Group
17	December	11.30am	Executive Committee
17	December	1.00pm	Budget Workshop
2021			
7	January	10.30am	Budget Workshop (Continued if necessary)
21	January	10.30am	Ice Centre Working Group
21	January	11.30am	Executive Committee
21	January	12.30pm	Regeneration & Planning Committee
21	January	2.00pm	Authority
25	February	10.00am	Ice Centre Working Group
25	February	11.00am	Executive Committee
25	February	12.00noon	Regeneration & Planning Committee
25	February	1.00pm	Audit Committee
25	February	2.00pm	Scrutiny Committee
25	March	10.30am	Ice Centre Working Group
25	March	11.30am	Executive Committee
25	March	12.30pm	Regeneration & Planning Committee

29	April	10.30am	Ice Centre Working Group
29	April	11.30am	Executive Committee
29	April	12.30pm	Regeneration & Planning Committee
29	April	2.00pm	Authority
27	May	10.30am	Ice Centre Working Group
27	May	11.30am	Executive Committee
27	May	12.30pm	Regeneration & Planning Committee
24	June	10.00am	Ice Centre Working Group
24	June	11.00am	Executive Committee
24	June	12.00noon	Regeneration & Planning Committee
24	June	1.00pm	Audit Committee
24	June	2.00pm	Scrutiny Committee
8	July	2.00pm	<b>ANNUAL GENERAL MEETING</b>

- **Meetings are normally held at Myddelton House, Bulls Cross, Enfield, EN2 9HG unless otherwise stated – please check agendas for confirmation**