

 <p><b>LEE VALLEY REGIONAL PARK AUTHORITY</b></p> <p><b>ANNUAL AUTHORITY MEETING</b></p> <p><b>6 JULY 2017 AT 14:00</b></p>	<p><b><u>Agenda Item No:</u></b></p> <p><b>8</b></p> <p><b><u>Report No:</u></b></p> <p><b>A/4245/17</b></p>
--	--

**CALENDAR OF MEETINGS 2017/18**

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 2017/18. Please note this is subject to amendment following consideration of proposed changes to the governance structure as detailed in paper A/xxxx/17 on this meeting agenda.

**RECOMMENDATION**

Members Approve: (1) the calendar of meetings for 2017/18 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 2017/18 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.

Subject to consideration of proposed changes to the governance structure made elsewhere on this agenda (Paper A/4243/17) these factors may no longer be relevant.

- 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](mailto:bfoster@leevalleypark.org.uk)

#### **APPENDIX ATTACHED**

Appendix A Draft Calendar of Meetings 2017/18

## CALENDAR OF MEETINGS JULY 2017 – JULY 2018

2017			
6	July	2.00pm	Annual General Meeting
20	July	10.30am	Executive Committee
7	September	All day	Member Tour
21	September	10.30am	Ice Centre Project Working Group
21	September	11.30am	Executive Committee
21	September	12.30pm	Upper Lee Valley Regen & Planning Committee
21	September	1.30pm	Audit Committee
28	September	All day	Member Tour
12	October	11.00am	Lower Lee Valley Regen & Planning Committee
19	October	10.00am	Ice Centre Project Working Group
19	October	11.00am	Executive Committee
19	October	12.00noon	Scrutiny Committee
19	October	2.00pm	Authority
16	November	11.00am	Lower Lee Valley Regen & Planning Committee
23	November	10.30am	Ice Centre Project Working Group
23	November	11.30am	Executive Committee
23	November	1.00pm	Trust Service Delivery/Fees&Charges Workshop
14	December	10.30am	Ice Centre Project Working Group
14	December	11.30am	Executive Committee
14	December	12.30pm	Upper Lee Valley Regen & Planning Committee
14	December	1.30pm	Budget Workshop
2018			
4	January	10.30am	Budget Workshop (Continued if necessary)
18	January	10.30am	Ice Centre Project Working Group
18	January	11.30am	Executive Committee
18	January	2.00pm	Authority
25	January	11.00am	Lower Lee Valley Regen & Planning Committee
22	February	10.00am	Ice Centre Project Working Group
22	February	11.00am	Executive Committee
22	February	12.00noon	Upper Lee Valley Regen & Planning Committee
22	February	12.30pm	Audit Committee
22	February	1.30pm	Scrutiny Committee
15	March	11.00am	Lower Lee Valley Regen & Planning Committee
22	March	10.30am	Ice Centre Project Working Group

## Appendix A to Paper A/4245/17

22	March	11.30am	Executive Committee
26	April	10.00am	Ice Centre Project Working Group
26	April	11.00am	Executive Committee
26	April	12.00noon	Upper Lee Valley Regen & Planning Committee
<b>26</b>	<b>April</b>	<b>2.00pm</b>	<b>Authority</b>
24	May	10.30am	Ice Centre Project Working Group
24	May	11.30am	Executive Committee
7	June	11.00am	Lower Lee Valley Regen & Planning Committee
21	June	10.00am	Ice Centre Project Working Group
21	June	11.00am	Executive Committee
21	June	12.00noon	Upper Lee Valley Regen & Planning Committee
21	June	1.00pm	Audit Committee
21	June	2.00pm	Scrutiny Committee
<b>5</b>	<b>July</b>	<b>2.00pm</b>	<b>ANNUAL GENERAL MEETING</b>

- **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.**