
Secretariat memorandum

Author: Sharon Malley

Agenda item: 11

LTW502

Drafted: 06.07.15

London TravelWatch meeting programme 2016

1 Purpose of report

- 1.1. London TravelWatch's terms of reference state that meeting dates for committees for the following calendar year shall normally be approved by the Board in July each year. This report sets out the proposed calendar of meetings for 2016.

2 Recommendation

- 2.1. Members are requested to approve the meeting programme for 2016.

3 Equalities and inclusion implications

- 3.1. There are no issues of this nature arising from this report.

4 Legal powers

- 4.1. Clause 11(4) of Schedule 18 of the Greater London Authority Act 1999 allows the Board to determine its own procedures. Clause 12 of the same Schedule allows the Board to delegate any of its functions to such sub-committees as it thinks fit.

5 Financial implications

- 5.1. There are no specific financial implications arising from this report.

Meetings 2016

2015	Board meeting	Policy committee	Governance committee	Chairs' Group (SL, RT and JS only)
January	26.01.16			12.01.16
February		23.02.16	09.02.16	
March	22.03.16			
April		26.04.16		12.04.16
May	24.05.16		10.05.16	
June		28.06.16		
July	19.07.16			5.07.16
August				
September	27.09.16		13.09.16	
October		25.10.16		11.10.16
November	29.11.16			
December			13.12.16*	

Please note that Board meetings will begin at 9.30 am and should finish by 1.00 pm. Policy committee meetings will begin at 9.30 am and should finish by 1.00 pm. Governance committee and Chairs' Group meetings will begin at 10.30 am and finish by 1.00 pm.

Members should keep afternoons following Board and Policy committees available for informal discussions, site visits etc.

* To be followed by brief Board/staff social event.