

EAST LONDON WASTE AUTHORITY

21 JUNE 2010

OFFICE MANAGER'S REPORT

PROGRAMME OF MEETINGS 2010/11	FOR CONSIDERATION
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1 Purpose

- 1.1 To note the agreed meeting dates, for the forthcoming municipal year.

2 Background

- 2.1 On 23rd November 2009, Members gave consideration to and approved the following Authority meeting dates for the forthcoming municipal year:

Monday	21 June 2010	9.30 am Civic Centre Dagenham - Chamber (Annual General Meeting - Approval of draft Statement of Accounts)
Monday	27 September 2010	9.30 am Civic Centre Dagenham - Chamber (Approval of Annual Governance Report (required 30.09.10)
Monday	22 November 2010	9.30 am Civic Centre Dagenham - Chamber (Approval of IWMS Contract Annual Budget & Service Delivery Plan required by 30/11/10)
Monday	07 February 2011	9.30 am Civic Centre Dagenham - Chamber (Approval of annual Levy required by 15/02/11)
Monday	11 April 2011	9.30 am Civic Centre Dagenham - Chamber

- 2.2 It is also proposed that dates are also considered, in addition to those above, for site visits and informal meetings/workshops.

3 Board Attendance

- 3.1 On 22nd June 2009 (Minute 2009/8), as part of the new Governance Arrangements, the Members agreed to receive an annual report on attendance by the Boroughs' Appointed Officers) at Management Board meetings. The results of the monitoring, (in one case is subject to unchangeable holiday commitments in June & September), are as follows:

Management Board (changed 22.06.09)	Total Number of mtgs per Year	LBB	LBH	LBN	LBR	Finance only	Monitoring Officer
		David Woods	Cynthia Griffin	Bernadette Marjoram	Len Norton	Geoff Pearce	E Taylor- Camara
08/06/2009		Yes	No (Bob Wenman)	No (Late Apology)	No	Yes	Yes
14/09/2009		Yes	No (Bob Wenman)	No (Jarlath Griffin)	Yes	Yes	Yes
Nominee Changed		David Woods	Cynthia Griffin	Neil Litherland	Len Norton	Geoff Pearce	E Taylor- Camara
09/11/2009		Yes	Yes	No	Yes	Yes	Yes
Nominee Changed		David Woods	Cynthia Griffin	Steve Moore	Len Norton	Geoff Pearce	E Taylor- Camara
18/01/2010		Yes	Yes	Yes	Yes	Yes	No
22/03/2010		Yes	No (Bob Wenman)	Yes	Yes	No (Mark Green)	No (Paul Field)
Attendance 2009-10 Total	5	5	2	2	4	4	3

4 Recommendation

4.1 Members are asked to.

- i) note the dates agreed for future meetings and the content of the Constitution with regard to attendance;
- ii) consider other dates for site visits and/or informal meetings/workshops in due course, and
- iii) note Directors' attendance at Management Board.

Shirley-Ann Gray
OFFICE MANAGER

Appendix		
None		
Background papers		
19/06/2006	Report and Minute 1433, (subsequent amendments Minutes 1463 & 1603)	Constitution
22/06/09	Minute 2009/8	Governance Arrangements