

Broads Authority

27 February 2026

Agenda item number 15

Committee timetable of meetings 2026/27

Report by Head of Governance

Purpose

To consider the committee calendar for the Broads Authority meetings for the period August 2026 to July 2027, to take account of the deadline for the preparation and approval of accounts as noted in section 3.1, and to note the amendments to frequency of meetings.

Recommended decision

To approve the committee calendar for 2026/27 as shown in Appendix 1

1. Introduction

- 1.1. This report sets out a draft committee calendar for 2026/27, as attached at Appendix 1. Meetings are already set until and including July 2026.
- 1.2. Meeting dates are set to enable comments on matters to be incorporated into reports to the Authority. The Navigation Committee will have the opportunity to review the dates at its April meeting.
- 1.3. Meetings of the Standards Committee will be convened as necessary but, as a minimum, it will meet once per annum.

2. Meeting location

- 2.1. Broads Authority meetings, Planning Committee meetings and some other committee meetings will continue to be held off site, including the November Navigation Committee meeting, as a result of the downsizing of the Authority's office space.

3. Statement of Accounts deadlines

- 3.1. The 2026/27 meeting dates for the Risk, Audit and Governance Committee include a November meeting to coincide with the current Accounts and Audit (Amendment) Regulations 2022. This is scheduled for 24 November 2026; the Statement of Accounts would subsequently be presented for approval and adoption by the Broads Authority at the 27 November 2026 meeting.

4. Member development training days

- 4.1. In line with the financial timetable, the Member training on Finance and the Statement of Accounts is scheduled for 14 July 2026 at 2pm, prior to the Risk, Audit and Governance Committee meeting on 21 July 2026 and the Annual Meeting on 24 July 2026.
- 4.2. The Members' Annual Site Visit for 2026 is scheduled for 12 August 2026.
- 4.3. The last Planning Design Quality Tour took place on 27 September 2024. As this is a biennial event, the next one is scheduled for 23 September 2026.
- 4.4. Other training and briefing events will be organised during the year, as necessary.

5. Financial implications

- 5.1. At its meeting on 24 January 2025, the Broads Authority agreed a reduction in the number of committee meetings per year, this has reduced the need to hire outside meeting rooms, thereby enabling cost savings in the accommodation and room hire budget.

6. Risk implications

- 6.1. Not having an agreed timetable of meetings could put the Authority at risk of failing to meet its governance commitments and make the necessary decisions as part of fulfilling its role.

7. Conclusion

- 7.1. Members are asked to approve the 2026/27 committee calendar at Appendix 1. It should be noted that meeting dates and times may be subject to change. The Navigation Committee will be consulted on the proposed Navigation Committee dates for 2026/27 at the 16 April 2026 meeting.

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Date of report: 20 January 2026

Background papers: none

[Broads Plan](#) strategic objectives: n/a

Appendix 1 – Committee timetable of meetings - 2026/27

Committee timetable of meetings - 2026/27

Committee meetings	Day	Time	Jul 2026	Aug 2026	Sep 2026	Oct 2026	Nov 2026	Dec 2026	Jan 2027	Feb 2027	Mar 2027	Apr 2027	May 2027	Jun 2027	Jul 2027
Broads Authority	Fri	10am	24		25		27			26			14		23
Broads Local Access Forum	Wed	10am					18						19		
Navigation Committee	Thu	10am			3		5		21			15			
Planning Committee	Fri	10am	3	7	11	9	6	4	15	12	12	9	7	4	2
Risk, Audit and Governance Committee	Tue	10am	21				24			23					20
Standards Committee (as and when necessary)		10am									11				
Member annual site visit	Thu			12											1
Planning Design Quality Tour	Wed				23										
Tolls briefing	Tue	Tbc (pm)				6									
Bank holidays				31				25 28	1		26 29		3 31		