

NORTH LONDON WASTE AUTHORITY

REPORT TITLE:

DATES OF MEETINGS FOR THE AUTHORITY IN 2017/18

REPORT OF:

HEAD OF LEGAL AND GOVERNANCE

FOR SUBMISSION TO

THE NORTH LONDON WASTE AUTHORITY

DATE:

22 June 2017

SUMMARY OF REPORT

This report sets out proposed dates for Authority meetings in 2017/2018, and includes information about meetings for the following year.

Local Government Act 1972 – Access to Information :
No documents required to be listed.

Contact Officer:

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RECOMMENDATION:

1. That the Authority agrees the proposed dates and times for meetings during the Municipal Year 2017/18 and the AGM for the following year.
2. That the Authority notes the additional meeting of the 2018/19 municipal year scheduled for 26th July 2018

Signed by:

Head of Legal and Governance

Date: 12 June 2017

DATES FOR MEETINGS OF THE AUTHORITY IN 2016/17

1. Introduction

- 1.1 In accordance with Standing Order A.4, the North London Waste Authority holds five scheduled meetings a year, plus extraordinary meetings which are called if there are important urgent matters requiring the decision of the full Authority.
- 1.2 The meeting dates are proposed on the basis of an even spread throughout the year but taking account of statutory deadlines imposed in relation to various Authority functions as detailed below.
- 1.3 Members are asked therefore to note that the Levy must be notified to boroughs before 14 February 2018 which requires the Authority to meet prior to that date, but late enough to allow officers to prepare the budgetary information needed for Members to make the decision.
- 1.4 Members should also note that it is necessary for the Authority to approve the final 2016/17 Statement of Accounts prior to the end of September. Again, this requires the Authority to meet prior to that date, but late enough to allow officers and the External Auditors to prepare the Accounts and audit opinions.
- 1.5 Taking account of the above, the proposed dates are as follows:
 - Thursday 28 September 2017, 10.00am
 - Thursday 7 December 2017, **10.00am or 2.30pm**
 - Thursday 8 February 2018, 2.30pm
 - Thursday 21 June 2018, 2.30pm (AGM)

2. Additional changes to Meetings in 2017/18

- 2.1 Members' attention is drawn to a need for an additional meeting with effect from July 2018, arising from the provisions of the Accounts and Audit Regulations 2015. These regulations bring forward the dates for submission of audited accounts with effect from the 2017/18 financial year.
- 2.2 The key dates are (a) that the accounts must be prepared and signed off by the Financial Adviser no later than 31 May; and (b) the accounts must then be audited, and the audited accounts must be considered by Members and published by 31 July 2018. There is an exception to this if the accounts have not been audited by 31 July 2018, but the practical impact of this is not yet clear. Public rights of access to the accounts and supporting documents will be during the period between 1 June and 31 July.
- 2.3 In order to allow time for the audit to take place and for the notice of the Authority meeting to be given, a meeting of the Authority will be required towards the end of July. This meeting cannot be combined with the Annual General Meeting of the Authority which, by statute, must be held between March and June in any year.

2.4 Formal agreement of the date for the July 2018 meeting will be made at the 2018 AGM. However, to assist Members with diary arrangements, this meeting has been provisionally scheduled for Thursday 26th July 2018 at 2.30pm.

3. Financial Adviser Comments

3.1 The Financial Adviser has been consulted in the preparation of this report and has no comments to add.

4. Legal Comments

4.1 The Legal Adviser has been consulted in the preparation of this report and has no comments to add.

REPORT ENDS