

Agenda Item

NORTH LONDON WASTE AUTHORITY	
REPORT TITLE: FORWARD PLAN OF DECISIONS	
REPORT OF: HEAD OF LEGAL AND GOVERNANCE	
FOR SUBMISSION TO: NORTH LONDON WASTE AUTHORITY	DATE: 22 June 2017
SUMMARY OF REPORT This report provides a forward plan of reports for the Authority. Local Government Act 1972 – Access to Information Documents used in the preparation of this report: None excepting minutes of previous meetings	
RECOMMENDATION: The Authority is recommended to note and comment on the report.	

Signed by the Head of Legal and Governance:

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Date: 12 June 2017

1. INTRODUCTION

- 1.1 Members have asked that a mechanism be created to allow the Authority to identify future reports and see indicative dates of when decisions will need to be made including when possible an indication of when decisions may need to be made by the constituent Boroughs.
- 1.2 This report will be updated for every meeting and new and forthcoming items will be added to the list over time.
- 1.3 The Forward Plan has been divided into sections:
 - Consultations and Policy Development
 - Operations and Contracts Management
 - Corporate Management
 - Finance
 - Projects

2. CONSULTATIONS AND POLICY DEVELOPMENT

- 2.1 Consultations relating in particular to planning policy developments and issues relating to waste management are kept under review. Where such consultations are identified, they are noted in this section of the forward plan; otherwise a general report is listed, and relevant policy developments and consultations will be included.

3. OPERATIONS AND CONTRACTS MANAGEMENT

- 3.1 This section lists the on-going recycling, composting and disposal of the wastes collected by the seven constituent borough councils, along with associated contract performance management and statutory reporting activities.
- 3.2 The implementation of the North London Joint Waste Strategy will proceed in a variety of ways, including through the on-going management of contracted services, the North London Waste Prevention Plan 2016-18, and the implementation of a communications campaign on household waste recycling. Third party reuse and recycling credits will continue. Bids for financial support from external bodies will also come forward.

4. CORPORATE MANAGEMENT

- 4.1 At the organisational level, the Authority continues to have regard to potential risks, to oversee its shareholder interest in LondonWaste Ltd, and to manage its relationships with the constituent borough councils.

5. FINANCE

- 5.1 Budget approval reports and Accounts sign off reports are included, together with the regular budget reviews.
- 5.2 In the report on meeting dates for the municipal year 2016-2017 at the Authority's AGM on 17 June 2016, attention was drawn to the potential need for

a meeting in late July from 2018 onwards, to meet the new requirement for approval and publication of audited accounts before the end of July, arising from the provisions of the Accounts and Audit Regulations 2015. These regulations bring forward from the end of September the date for submission of audited accounts with effect from the 2017/18 financial year. This additional meeting is now proposed for July 2018, and the ongoing need for such an additional meeting will be considered in the proposed review of Standing Orders later in 2017.

6. PROJECTS

- 6.1 This section covers reports to take forward specific aspects of the Authority's approach to the treatment of residual waste, which will be updated to take account of Members' decisions on the timeline for future activity. It includes the timing of decisions on procurement relating to future residual waste facilities.

7. COMMENTS OF THE FINANCIAL ADVISER

- 7.1 The Financial Adviser has been consulted in the preparation of this report and all comments have been incorporated.

8. COMMENTS OF THE LEGAL ADVISER

- 8.1 A forward plan as such is not a legal requirement, because the Authority does not operate under Executive arrangements, but will nonetheless be helpful in longer term business planning.

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FORWARD PLAN

CONSULTATIONS AND POLICY DEVELOPMENT

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Consultations and policy update Head of Operations	To consider and approve draft responses to various waste consultations, as published.	As arising
Third Party Reuse and Recycling Credits Registrations Head of Operations	To consider and approve registrations of the third party organisations that have applied to register to receive third party re-use and recycling credits.	February 2018 (for 2018/19)

OPERATIONS AND CONTRACTS MANAGEMENT

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Funding Bids Head of Operations	To consider and approve draft funding bids to various bodies as invited.	As arising
Operations Report Head of Operations	Update on operations including contract activity.	Ongoing
Brent Cross Cricklewood Regeneration – Hendon Transfer Station Head of Operations	Update on Compulsory purchase process	September 2017
Annual Monitoring Report Head of Operations	Report on progress with implementing the North London Joint Waste Strategy.	December 2017
Waste Prevention Plan	To consider and approve a waste prevention plan for 2018-2020	February 2018

CORPORATE MANAGEMENT

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
LondonWaste Ltd (LWL) Shareholder Issues Head of Operations	Issues arising in connection with the Authority's shareholding in LWL.	Ongoing
Review of Standing Orders Head of Legal and Governance	Agree any amendments required to Standing Orders following review	December 2017
NLWA Annual Report Head of Operations	To approve the annual report for 2017/18.	AGM – June 2018
LondonWaste Ltd Annual Report Head of Operations	To note the annual report of the Directors of LondonWaste Ltd.	AGM – June 2018
Other AGM items Managing Director or Head of Legal and Governance	Appointment of the Chair of the Authority for the 2018/19 municipal year. Appointment of the Vice-Chair(s) of the Authority for the 2018/19 Municipal Year. Membership of the Authority 2018/19. Appointment of Members to Committees and Working Groups. Dates of meetings for the Authority in 2018/19	AGM – June 2018

FINANCE

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
<p>Regular Budget Reviews</p> <p>Head of Finance</p>	<p>To keep under review and note the Authority's performance against budget during the year.</p> <p>In December the report will also update Members on the budget and levy prospects for the following financial year.</p> <p>In June the report will also provide Members with details of the actual expenditure and income for the previous year (subject to audit).</p>	<p>Ongoing</p>
<p>2016/17 Statement of Accounts</p> <p>Head of Finance</p>	<p>To receive the draft report of the Auditor and approve the Authority's Statement of Accounts and Annual Governance Statement.</p>	<p>September 2017</p>
<p>2016/17 Annual Audit Letter</p>	<p>Note the findings and recommendations of the 2016/17 Annual Audit Letter</p>	<p>December 2017</p>
<p>2017/18 Revenue Budget and Levy</p> <p>Head of Finance</p>	<p>To secure agreement to the Authority's 2018/19 budget, levy and charges</p>	<p>February 2018</p>
<p>2017/18 Audit Plan</p> <p>Head of Finance</p>	<p>To review the External Auditor's plan for auditing the 2017/18 final accounts</p>	<p>April 2018</p>

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
2017/18 Statement of Accounts Head of Finance	To receive the draft report of the Auditor and approve the Authority's Statement of Accounts and Annual Governance Statement.	July 2018

PROJECTS

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Implementation of Development Consent Order (North London Heat and Power Project) Head of Legal and Governance	Decisions relating to implementation of the DCO and project progress	September 2017 with updates proposed for each meeting of the Authority incorporating recommendations for decisions as necessary
Residual Waste Management – next steps Head of Legal and Governance	Resources required for implementation of options	December 2017 and June 2018

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Report Ends