

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: 5 April 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: 24 March 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.

- 5.3 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. Consideration can be given to whether a new committee of the Authority is set up, which would consist of one Member from each borough (who could be the same Members as those on the Member Finance Working Group) which would have the express function of approving the accounts. The quorum for a committee is four, the same as for an Authority meeting, and so Members may wish instead to ensure that Standing Orders are amended to provide for an additional regular Authority meeting because there will be more flexibility for either or both Members from each borough to attend.
- 5.4 Members will be updated on this at the Annual General Meeting in 2017, so that any necessary changes to Standing Orders can be made, meeting dates set, and this regime implemented from 2017/18.
- 5.5 Once the approach to the new meeting has been agreed, the revised timing for approval of accounts will be included in the Forward Plan report.

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.

Contact Officer:

Barbara Herridge
Unit 1b Berol House
25 Ashley Road
London N17 9LJ
Telephone: 020 8489 5654
Barbara.herridge@NLWA.gov.uk

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

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	Update on Compulsory purchase process	June/September 2017

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
NLWA Annual Report Head of Operations	To approve the annual report for 2016/17.	AGM – June 2017
LondonWaste Ltd Annual Report	To note the annual report of the Directors of LondonWaste Ltd.	AGM – June 2017

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Head of Operations		
Other AGM items Managing Director or Head of Legal and Governance	Appointment of the Chair of the Authority for the 2017/18 municipal year. Appointment of the Vice-Chair(s) of the Authority for the 2017/18 Municipal Year. Membership of the Authority 2017/18. Appointment of Members to Committees and Working Groups. Dates of meetings for the Authority in 2017/18	AGM – June 2017

FINANCE

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Regular Budget Reviews Head of Finance	To keep under review and note the Authority's performance against budget during the year. In June the report will also provide Members with details of the actual expenditure and income for the previous year (subject to audit). In December the report will also update Members on the budget and levy prospects for the following financial year.	Ongoing
2016/17 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.	September 2017
2016/17 Annual Audit Letter	Note the findings and recommendations of the 2016/17 Annual Audit Letter	December 2017

PROJECTS

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
North London Heat and Power Project - Development Consent Order Process for replacement ERF Head of Legal and Governance	Note the decision on the DCO (expected end February 2017) and consider any issues arising.	April 2017
Residual Waste Management – next steps Head of Legal and Governance	Consideration of options relating to future residual waste management including procurement	Progress reports during 2017 (timing to be refined in future reports) – June/September 2017
Residual Waste Management – next steps Head of Legal and Governance	Resources required for implementation of options	September/December 2017

Contacts:

Head of Operations – Andrew Lappage, Tel 8489 5732 Email: andrew.lappage@nlwa.gov.uk

Head of Legal and Governance – Ursula Taylor, Tel 8489 4306 Email: ursula.taylor@nlwa.gov.uk

Head of Finance – Paul Gulliford, Tel 8489 5833 Email: paul.gulliford@nlwa.gov.uk

Clerk – Mike Cooke, Tel 7974 5686 Email: mike.cooke@camden.gov.uk

Report Ends