

NORTH LONDON WASTE AUTHORITY

REPORT TITLE:

DATES OF MEETINGS FOR THE AUTHORITY IN 2016/17

REPORT OF:

MANAGING DIRECTOR

FOR SUBMISSION TO

THE NORTH LONDON WASTE AUTHORITY

DATE:

17 June 2016

SUMMARY OF REPORT

This report sets out proposed dates for Authority meetings in 2016/2017, 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 ordinary meetings during the Municipal Year and the annual general meeting in 2016/17.
2. That the Authority notes the information regarding meetings in 2017/18

Signed by:

Date: 8 June 2016

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 15 February 2017 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 2015/16 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 29 September 2016 at 2pm in Committee Room 1, Camden Town Hall
 - Wednesday 7 December 2016 at 2.30pm in Committee Room 2
 - Thursday 9 February 2017 at 2pm in Committee Room 1
 - Wednesday 5 April 2017 at 2pm in Committee Room 1
 - Thursday 22 June 2017 at 2.00pm in Committee Room 1

All meetings will be held at Camden Town Hall, Judd Street, London, WC1H 9JE.

2. Additional changes to Meetings in 2017/18

- 2.1 Members' attention is drawn to a need for a potential 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. There is an exception to this if the accounts have not been audited by 31 July, 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 Consideration will be given to the most appropriate date, in consultation with the Authority's auditors, and one issue to be taken into account will be the amount of time the auditors will need to complete their work; this is a practical issue which the auditors are currently considering.
- 2.5 Members will be updated on this at the Annual General Meeting in 2017, so that meeting dates can be set and this regime implemented from 2017/18.

3. Financial Adviser Comments

- 3.1 The Financial Adviser has no comments to make

4. Legal Comments

- 4.1 The Legal Adviser has no comments on this report

REPORT ENDS