

NORTH LONDON WASTE AUTHORITY

REPORT TITLE:

REVISED STATEMENT OF ARRANGEMENTS

REPORT OF: MANAGING DIRECTOR

FOR SUBMISSION TO:

AUTHORITY MEETING

DATE:

10 December 2015

SUMMARY OF REPORT:

This report seeks approval to revised Statements of Arrangements with the LBs of Camden and Haringey, reflecting the current arrangements in place for the provision of staff and services. The Statement of Arrangements with LB Camden includes the provision of staff who are employed through LB Camden, and also the Clerk, Financial Adviser and Legal Adviser; together with support for payment processes. The Statement of Arrangements with LB Haringey covers the provision of IT services and use of ordering processes for office consumables and equipment. In both cases, the agreements provide for appropriate payment. The documents reflect current practice, and are being proposed to recognise the change in the detail of arrangements and staff employment since the original agreement was entered into 16 years ago.

RECOMMENDATIONS:

The Authority is recommended to agree that the revised Statements of Arrangements with LB Camden and LB Haringey can be entered into on the basis set out in this report.

Managing Director

DATE: 1 December 2015

1. BACKGROUND

- 1.1. The Authority has historically made arrangements for the delivery of core services through LB Camden and LB Haringey, and a Statement of Arrangements to this effect was put in place in 1999. These services cover staff, financial matters, IT and legal support. At the time of the original Statement of Arrangements, the NLWA contract management function was organised through Haringey, and, as now, the Clerk, Legal and Financial Advisers were appointed as part of their Camden employment in relevant roles.
- 1.2. The original Statement of Arrangement has not been updated since it was first entered into, and the way in which the Authority makes arrangements for its staff employment and the provision of some elements of service have changed, meaning that an update to the documentation is needed to reflect current arrangements. There are two boroughs which provide support, Camden and Haringey, and the main elements of support from each, reflecting what is happening in practice, are set out below.

Camden

- 1.3. To provide the Clerk, Financial and Legal Advisers (both of which have a statutory function), and the officers specified in Standing Orders (Managing Director, Heads of Operations, Finance and Legal and Governance). NLWA staff will be Camden employees.
- 1.4. To provide the following services (subject to agreement on price): HR; treasury management; legal; committee.
- 1.5. The main element of change is that whereas in 1999 NLWA staff were employed by LB Haringey, they are now employed by LB Camden. Arrangements for the provision of the Clerk, Financial and Legal Advisers remain as before.

Haringey

- 1.6. To provide the following services (subject to agreement on price): IT; centralised purchasing of office equipment and consumables; tender evaluation assistance; advisers or officers if so agreed.
- 1.7. The main element of change is that staff are no longer employed by LB Haringey, but are managed through the Managing Director.

2. OVERVIEW OF THE REPORT

- 2.1. Draft agreements have been prepared and considered by officers from Camden and Haringey. While details of the drafting are being finalised, the documents are agreed in principle by officers of those boroughs.

3. CONCLUSION

- 3.1. The Authority is recommended to agree to enter into agreements on the basis of the principles set out in this report, reflecting the actual service delivery provided to it by these two boroughs at present.

4. COMMENTS OF THE FINANCIAL ADVISER

- 4.1. Both the London Boroughs of Haringey and Camden incur costs in respect of the services in paragraphs 1.3, 1.4 and 1.6. These are reimbursed on the agreed basis by the Authority at the end of each financial year. Regular income payment of invoices are managed by the Authority through LB Camden as they arise.
- 4.2. The costs incurred in providing these services (other than employee costs) during 2014/15 were LB Camden: £134,722 and LB Haringey: £95,647.

5. COMMENTS OF THE LEGAL ADVISER

- 5.1. The Legal Adviser has been consulted in the preparation of this report and comments have been incorporated.

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