

Agenda Item

NORTH LONDON WASTE AUTHORITY	
REPORT TITLE: FORWARD PLAN OF DECISIONS	
REPORT OF: MANAGING DIRECTOR	
FOR SUBMISSION TO NORTH LONDON WASTE AUTHORITY	DATE: 17 April 2014
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 Contact Officer: Alastair Round Committee services, NLWA Camden Town Hall Judd Street London WC1H 9JE Telephone: 020 7974 1914 alastair.round@camden.gov.uk	
RECOMMENDATION: The North London Waste Authority is RECOMMENDED to note and comment on the report.	

Signed by the Managing Director:

Date:8 April, 2014.....

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 It is intended that this report will be updated for every meeting and that new and forthcoming items will be added to the list over time.
- 1.3 The Forward Plan has also been divided into four sections:
 - Policy and Strategy Development
 - Operations and Contracts Management
 - Corporate Management
 - Finance

2. CONSULTATIONS AND POLICY DEVELOPMENT

- 2.1 No further consultations are currently anticipated before the next Authority meeting.
- 2.2 A report on the Residual Waste Strategy (including review of available technology) is anticipated for June 2014.
- 2.3 Reports to take forward specific aspects of the Authority's residual waste strategy, in particular procurement options are proposed for September 2014.

3. OPERATIONS AND CONTRACTS MANAGEMENT

- 3.1 The on-going recycling, composting and disposal of the wastes collected by the seven constituent borough councils continues, 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 North London Waste Prevention Plan 2014-16 and the implementation of a joint recycling communications campaign. Although they were identified for the consideration at the April Authority meeting in the February forward plan, the review of the 2012-14 joint recycling communications campaign and proposals for 2014-15 have not yet been completed so they are not included in this Authority meeting report pack. It is likely that the review of the previous recycling campaign and proposals for the future will be considered by the Members Recycling Working group instead of being brought to a full Authority meeting. 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 have regard to potential risks, to oversee its shareholder interest in LondonWaste Ltd, and to manage its

relationships with the constituent borough councils, particularly through the Inter Authority Agreement.

- 4.2 The Authority's Standing Orders have been reviewed for updating and in accordance with Standing Orders are presented for decision at this Authority meeting. The changes include extending the period in which the AGM of the Authority can be held to allow for maximum flexibility permitted by Statute.
- 4.3 A report is planned for the September meeting of the Authority on proposals for a new Waste Management Contract..

5. COMMENTS OF THE FINANCIAL ADVISER

- 5.1 The Financial Adviser has been consulted on the report and has no comments.

6. COMMENTS OF THE LEGAL ADVISER

- 6.1 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.

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
New residual waste treatment facilities Managing Director	Approval of draft timetable for provision of new residual waste treatment facilities	June 2014
Technology Strategy Managing Director	Review of available technology for future residual waste management	June 2014
Procurement Strategy Managing Director	Consideration and approval of options relating to procurement of facilities	September 2014

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
NLWA 2013/14 Annual Report Head of Operations	Review of the Authority's activity for the previous year.	June 2014
Bi-annual Review of Contract Management Activities and Annual Monitoring Report Head of Operations	Recording of mid-year activity and approval of the annual monitoring report for 2013/14	December 2014

CORPORATE MANAGEMENT

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
LWL Shareholder Issues Managing Director	Issues arising in connection with the Authority's shareholding in LWL.	As and when
Annual General Meeting items	Appointment of the Chair and Vice-Chairs; Statement of Membership of the Authority; Establishment of Committees; Setting dates for Authority meetings.	June 2014
Waste Management Contract Managing Director	Appraisal of future contract arrangements and decision regarding the same.	September 2014
Annual Review of Risk Management Arrangements Managing Director	Regular review of risks faced by the Authority and risk management arrangements.	December 2014

FINANCE

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
<p>2014/15 Regular Budget Reviews (including: February 2015 - 2015/16 proposed budget and levy)</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 June the report will also provide Members with details of the actual expenditure and income for 2013/14 (subject to audit).</p> <p>In December the report will also update Members on the budget and levy prospects for the following financial year, and in February the report will present for consideration and seek approval to the proposed budget and levy for 2015/16</p>	<p>June/July 2014, September 2014, December 2014 and February 2015</p>
<p>Audit Plan</p> <p>Head of Finance</p>	<p>The Authority will be requested to note this report which introduces the Audit Plan for 2013/14 prepared by KPMG in its capacity as the Authority's external auditor. The plan will set out the responsibilities of the external auditor and outline its approach to the forthcoming audit. The external auditor will be in attendance at the meeting to handle queries.</p>	<p>June 2014</p>
<p>Report to those Charged with Governance (ISA 260)</p> <p>Head of Finance</p>	<p>The Authority will be requested to note the findings of the external auditor's work on the 2013/14 accounts and to consider and respond to matters raised ahead of the external auditor issuing his opinion on the accounts.</p>	<p>September 2014</p>
<p>External Auditor's Annual Audit Letter to Members 2013/14</p> <p>Head of Finance</p>	<p>The Authority will be requested to note the findings and recommendations which the External Auditor may set out in the Annual Audit Letter to Members and to agree a response if required.</p>	<p>December 2014</p>
<p>2015/16 Revenue Budget and Levy</p> <p>Head of Finance</p>	<p>To secure agreement to the Authority's 2015/16 budget and levy</p>	<p>February 2015</p>

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Report Ends