

Agenda Item 13

NORTH LONDON WASTE AUTHORITY	
REPORT TITLE: DATES OF MEETINGS FOR THE AUTHORITY IN 2009/10	
REPORT OF: DEPUTY CLERK	
FOR SUBMISSION TO THE NORTH LONDON WASTE AUTHORITY	DATE: 24 June 2009
SUMMARY OF REPORT This report sets out proposed dates for Authority meetings in 2009/2010. Local Government Act 1972 – Access to Information : No documents required to be listed. Contact Officer: Frances Wake, Deputy Clerk, NLWA Camden Town Hall Judd Street, London WC1H 9JE (020 7974 1915) Email: vicky.frances.wake@camden.gov.uk	
RECOMMENDATION: That the Authority agrees dates for ordinary meetings and the annual general meeting in 2009/10 and that meetings be held at 2pm.	

Signed by:

Date:

DATES FOR MEETINGS OF THE AUTHORITY IN 2009/10

1. Introduction

- 1.1 In accordance with Standing Order A.4, the North London Waste Authority holds five scheduled meetings a year, plus occasional 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 2010 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 In addition, the Authority's 2009/10 draft Statement of Accounts needs to be reported to and approved by the Authority by 30th June 2010. Because of the need to allow officers sufficient time to prepare this report, this meeting, which is also the annual meeting of the Authority, will take place late in the month. The same reasoning applies to the September 2009 meeting of the Authority, where it is necessary for the External Auditor to report to Members on the outcome of 2008/09 audit and for the Authority to approve the final 2008/9 Statement of Accounts prior to the end of the month.
- 1.5 In addition, the party conferences this year are as follows:
- | | |
|-------------------|-------------------------------|
| Liberal Democrat: | 19 – 23 September 2009 |
| Labour: | 22 September - 1 October 2009 |
| Conservative: | 5 - 8 October 2009 |
- 1.6 Meetings of the Authority have historically been held on Wednesday afternoons. Last year they were held at 2.00pm at Camden Town Hall (with party meetings taking place in the hour beforehand) However, Members will note that some of the suggested dates (at paragraph 1.7 below) do not fall on a Wednesday. This is because of the need to avoid dates which clash with party conferences and because of business needs referred to in paragraphs 1.3 and 1.4 above.
- 1.7 Therefore the proposed dates for meetings of the Authority are detailed below. The first suggested date in each case is considered the best for allowing essential business to be considered by Members without delay.

Proposed Date	Alternative Date
Thursday 24 September 2009	Friday 25 September 2009
Wednesday 9 December 2009	Wednesday 16 December 2009
Wednesday 10 February 2010	Thursday 11 February 2010
Wednesday 21 April 2010	Wednesday 28 April 2010
Wednesday 30 June 2010	Wednesday 23 June 2010

- 1.8 It is proposed that the meetings take place at 2pm and arrangements for party meetings prior to the final selected meeting dates will be made.
- 1.9 Members are asked to note that, due to the nature of the Waste Services Procurement exercise, it will be necessary to call occasional extraordinary meetings of the Authority to deal with urgent matters. As much notice as possible will be given of such meetings.

2. Financial Adviser Comments

- 2.1 The Financial Adviser was consulted on this report and has no comments to make.

3. Legal Comments

- 3.1 The Legal Adviser's comments are incorporated in the report.

REPORT ENDS