

Agenda Item 13

NORTH LONDON WASTE AUTHORITY	
REPORT TITLE: AMENDMENT TO THE NORTH LONDON WASTE AUTHORITY STANDING ORDERS	
REPORT OF: THE DEPUTY CLERK	
FOR SUBMISSION TO: THE NORTH LONDON WASTE AUTHORITY	DATE: 6th July 2005
SUMMARY OF REPORT: This report sets out some proposed revisions to standing orders for the North London Waste Authority. Local Government Act 1972 – Access to Information No documents required to be listed. Contact Officer: Thomas Ribbits, Deputy Clerk, North London Waste Authority, Camden Town Hall, Judd Street, London WC1H 9JE 020 7974 1915 Thomas.ribbits@Camden.gov.uk	
RECOMMENDATION: That the standing orders of the North London Waste Authority be amended as described in section two of the report.	

Signed by

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Deputy Clerk

1. Introduction

- 1.1 The North London Waste Authority last reviewed and amended its standing orders at its meeting in February 2004.
- 1.2 Since that time, there are several small changes which officers are recommending in order to ensure effective running of the Authority.

2. Proposed Changes

Matters Requiring the Decision of the Authority.

- 2.1 Paragraph B2 lists matters requiring the decision of the Authority, which includes clause (g) (page 21) on property matters which currently reads “all decisions in regard to the Authority’s property holdings”. This results in the Authority having to authorise property related decisions even when the value is such that it can be dealt with by advisers, which is not an effective use of Authority time.
- 2.2 Officers are proposing that the clause be changed to “All decisions relating to the sale or lease of the Authority’s property holdings or the acquisition of property where the total value of the transaction is more than £500 000”.
- 2.3 It is proposed that if this change is agreed, the responsibility for authorising the sale or lease or acquisition of property where the total value of the transaction is up to £500000 would lie with the clerk, necessitating an additional clause at Appendix B 1.6 (page 27) (which lists authority delegated to officers) as follows “To authorise the sale or lease or acquisition of property where the total value of the transaction is up to £500 000 and such a decision is not for a disposal for less than best consideration”

Delegated Authority to Advisers

- 2.4 The current list of functions delegated to the Clerk includes a clause at paragraph 1.2 allowing her “To open tenders and seal all documents on behalf of the Authority”. Officers suggest that this be changed slightly as follows “To open tenders and sign and seal all documents in behalf of the Authority” which incorporates the act of signing documents which was previously missing.
- 2.5 Officers also suggest the amendment of paragraph 3.3 listing the delegated authority of the Legal Adviser so that it is changed from “To open tenders and seal all documents on behalf of the Authority in the absence of the Clerk” to “To open tenders and sign and seal all documents on behalf of the Authority”.

2.6 Related to these amendments, the delegated authority of the Deputy Clerk at paragraph 2.1 should change from “To sign and seal documents on behalf of the Authority in the absence of the Clerk” to “To sign and seal documents on behalf of the Authority in the absence of the Clerk and the Legal Adviser.’

2.7 These changes will allow for the Legal Adviser to act when the Clerk is not strictly absent but is unavailable, and would makes the Legal Adviser the de facto deputy to the Clerk for such decisions, and making the Deputy Clerk responsible only in the absence of the Clerk and the Legal Adviser, who are more likely to have been previously intimately involved in the considerations leading to the decision.

Date of the Annual Meeting of the Authority

2.8 The Government now requires the Authority's 2005/06 to report and approve its draft Statement of Accounts by the 30th June 2006. The meeting to agree this will by necessity have to be held quite late in the month, as officers will need time to be able to produce them to allow them to be published under the Access to Information rules relating to agenda publication. This means that either a special meeting is called in late June to deal with this, which would be followed very shortly by the annual meeting at the start of July, or that the Annual General Meeting of the Authority should be rescheduled to be held in June from now on.

2.9 Officers recommend the latter option, for it will avoiding unnecessary meetings. The Standing Orders currently state that the Annual General Meeting should take place in July, but if Members are happy with the change, this will simply be altered to June. Members should note that there is a report elsewhere on this agenda detailing meeting dates, which anticipates this change.

3. Comments of the Finance Adviser

3.1 The Finance Adviser has been consulted on the report and has no comments.

4. Comments of the Legal Adviser

4.1 The Legal Adviser's comments are incorporated in the Report.

REPORT ENDS