

**NORTH LONDON WASTE AUTHORITY**

**REPORT TITLE:** DATES OF MEETINGS FOR THE AUTHORITY IN 2018/19

**REPORT OF:** MANAGING DIRECTOR

**FOR SUBMISSION TO:** AUTHORITY MEETING

**DATE:** 21 June 2018

**SUMMARY OF REPORT:**

This report sets out proposed dates for Authority meetings in 2018/2019, and includes information about meetings for the following year.

Local Government Act 1972 – Access to Information :  
No documents required to be listed.

**RECOMMENDATIONS:**

The Authority is recommended to:

- A. Agree the proposed dates and times for meetings during the Municipal Year 2018/19 and the AGM for the following year.
- B. Note the meeting of the Audit Committee scheduled for 26th July 2018
- C. Note that Camden Town Hall will not be available as a meeting venue from September 2018 onwards. It is proposed to relocate meetings of the Authority to the Crowndale Centre, Eversholt Street, London.

**SIGNED:**

**Martin Capstick, Managing Director NLWA**

**DATE:** 11 June 2018

## **DATES FOR MEETINGS OF THE AUTHORITY IN 2018/19**

### **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 2019 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. Taking account of the above, the proposed dates for Authority meetings in 2018/19 are as follows:

Thursday 4th October 2018, 2.30pm  
Thursday 6th December 2018, 10.00am  
Thursday 7th February 2019, 2.30pm  
Thursday 4th April 2019, 2.30pm  
Thursday 27th June 2019, 2.30pm (AGM)

### **2. AUDIT COMMITTEE**

- 2.1. Members' attention is drawn to a need for a meeting of the Audit Committee arising from the provisions of the Accounts and Audit Regulations 2015, which 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 2018. There is an exception to this if the accounts have not been audited by 31 July 2018, 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 12 July.
- 2.3. In order to allow time for the audit to take place and for the notice of the meeting to be given, a meeting of the Audit Committee 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. The meeting of the Audit Committee has been scheduled for 26th July 2018 at 2.30pm in Committee Room 1, Camden Town Hall.

### **3. RELOCATION OF AUTHORITY MEETINGS**

- 3.1. Members are asked to note that Camden Town Hall will be undergoing refurbishment from September 2018 and will not be open to members of the public for a period of three years.
- 3.2. From September 2018 Camden Council meetings will be moving to modern facilities at the Crowndale Centre, Eversholt Street, London NW1 1BD. This location is very close to Mornington Crescent tube station and within half a mile of Euston rail and tube stations, Camden Town tube station and Camden Road overground station. We propose that Authority meetings also be relocated to the Crowndale Centre.

### **4. COMMENTS OF THE LEGAL ADVISER**

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

### **5. COMMENTS OF THE FINANCIAL ADVISER**

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

#### **List of documents used:**

Local Government Act 1972 – Access to Information:

No documents required to be listed.

#### **Contact officer:**

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**REPORT ENDS**