

NORTH LONDON WASTE AUTHORITY

REPORT TITLE: DATES OF MEETINGS FOR THE AUTHORITY IN 2024/25 AND MINOR AMENDMENTS TO STANDING ORDERS

REPORT OF: MANAGING DIRECTOR

FOR SUBMISSION TO: AUTHORITY MEETING

DATE: 27TH JUNE 2024

SUMMARY OF REPORT:

This report sets out proposed dates for Authority meetings in 2024/25 and includes information about meetings for the following year. It also recommends a minor amendment to Standing Orders related to dates of meetings.

RECOMMENDATIONS:

The Authority is recommended to:

- A. Agree the amendment to Standing Order A.4.3. as set out in section 2;
- B. Subject to A. above, agree the proposed dates and times for meetings during the municipal year 2024/25 and the AGM for the following year; and
- C. Note the meetings of the Programme Committee during the municipal year 2024/25.

SIGNED:  Managing Director

DATE: 17 June 2024

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.

2. STANDING ORDERS

- 2.1. The Authority's Standing Orders require that four ordinary meetings of the Authority be held during the municipal year. This is in addition to the Annual Meeting of the Authority. Further extraordinary meetings can be called if there are urgent matters for consideration. Extraordinary meetings are restricted to consideration of the reports specified in the requisition.
- 2.2. It is noted that the current Standing Orders are rigid in their restrictions on the number of ordinary meetings that can be held during the year. It is proposed that Standing Orders are amended to allow as many ordinary meetings of the Authority as Members feel is appropriate, as follows:

A.4.3 ~~Four~~ Ordinary meetings of the Authority will be held at such time and on such dates as the Authority may determine.

- 2.3. In anticipation of the above proposal being agreed, and in recognition of the impact of the General Election, five ordinary meetings for the year 2024/25 are proposed below. It is not anticipated that more than four ordinary meetings per annum will normally be required in future.

3. AUTHORITY MEETINGS

- 3.1. Members are asked to note that the Levy must be notified to boroughs before 15 February 2025 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.
- 3.2. Taking account of the above, the proposed dates for Authority meetings in 2024/25 are as follows:

Tuesday 30th July 2024, 2.30pm
Thursday 26th September 2024, 2.30pm
Thursday 5th December 2024, 2.30pm
Thursday 13th February 2025, 2.30pm
Thursday 24th April 2025, 2.30pm

Thursday 26th June 2025, 2.30pm (AGM)

4. AUDIT COMMITTEE

4.1. Members' attention is drawn to a need for meetings of the Audit Committee arising from the provisions of the Accounts and Audit Regulations 2015.

4.2. Members received and approved the 2021/2022 Statement of Accounts at the meeting of the Authority's Audit Committee on 25th April 2024, and work is progressing to complete the 2022/2023 Accounts before the end of the calendar year. As required by the Accounts & Audit Regulations 2015, a notice explaining the delay is on the Authority's website:

<https://www.nlwa.gov.uk/ourauthority/financial-statements>

4.3. A date for the Audit Committee to meet to consider the 2022/23 accounts will be scheduled in due course.

5. PROGRAMME COMMITTEE

5.1. The Programme Committee was established on 4 April 2019 to meet in between the meetings of the Authority and, together with the Authority, be authorised to take decisions to allow the North London Heat and Power Project (NLHPP) to be managed effectively.

5.2. The proposed dates for the Programme Committee in 2024/25 are as follows:

Thursday 7th November 2024, 2.30pm

Thursday 9th January 2025, 2.30pm

Thursday 20th March 2025, 2.30pm

6. EQUALITIES IMPLICATIONS

6.1. There are no equalities implications.

7. COMMENTS OF THE LEGAL ADVISER

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

8. COMMENTS OF THE FINANCIAL ADVISER

8.1. The Financial Adviser has been consulted in the preparation of this report and has no comments to add.

List of documents used:

No documents required to be listed.

Contact officer:

Cheryl Hardman

Committee Services

Camden Town Hall

Judd Street

London WC1H 9JE

Telephone: 020 7974 1619

cheryl.hardman@camden.gov.uk