

**NORTH LONDON WASTE AUTHORITY**

**REPORT TITLE:** MEMBERSHIP AND DATES OF MEETINGS: UPDATE

**REPORT OF:** MANAGING DIRECTOR

**FOR SUBMISSION TO:** AUTHORITY MEETING

**DATE:** 5 DECEMBER 2024

**SUMMARY OF REPORT:**

This report updates Members on changes to the membership of the Authority, and requests that appointments to Committees and working groups be amended to reflect these changes. It also reports on the appointment of a new environmental adviser.

It explains the statutory six-month rule and seeks approval of the reasons for the absence of two Members from this meeting to ensure their continuity of membership. It also recommends a change to the date of the AGM in 2025.

**RECOMMENDATIONS:**

The Authority is recommended to:

- A. Note the changes to membership as outlined in the report;
- B. Approve any updated appointments to Committees and working groups as listed in Section 3 to the report;
- C. Approve the reasons for absence from the meeting on 5 December 2024 by Councillor Paul Douglas as being sickness and Councillor Robert Chapman as being a clash of meetings, extending membership until 13 February 2025, the date of the next Authority meeting; and
- D. Agree to reschedule the AGM from 26<sup>th</sup> June 2025 to 19<sup>th</sup> June 2025.

**SIGNED:** .....  ..... **MANAGING DIRECTOR**

**DATE:** 25 November 2024

## **1. INTRODUCTION**

- 1.1. The Authority comprises two representatives appointed by each of the seven constituent councils and notified to the Authority in writing. No substitute representatives are permitted. This report updates the Authority on changes to membership and recommends that updated appointments are considered for committees and working groups. It records the appointment of a new environmental advisor. It also advises that two councillors will cease to be members of the Authority for not attending a meeting within the required six-month time frame unless the Authority accepts a reason for the failure at the meeting.
- 1.2. An AGM is currently scheduled for 26<sup>th</sup> June 2025 at 2.30pm. It is recommended that this is rescheduled to 19<sup>th</sup> June 2025.

## **2. CHANGES TO MEMBERSHIP**

- 2.1. Just prior to the last meeting of the Authority, the London Borough of Enfield gave notice that Councillor Suna Hurman (L) had been appointed to the Authority on 18 September 2024, replacing Councillor Bektas Ozer. Since that appointment, Councillor Hurman has stood down from the Authority and was replaced by Councillor Sinan Boztas on 6 November 2024. The London Borough of Hackney has also advised that Councillor Sarah Young (L) has been appointed to the vacancy left by Councillor Mete Coban's resignation.

## **3. COMMITTEES AND WORKING GROUPS**

- 3.1. Three Committees were re-established for 2024/25 at the Authority meeting on 27 June 2024. These were:
  - Urgency Committee
  - Audit and Governance Committee
  - Programme Committee
- 3.2. In accordance with the Authority's Standing Orders, each Committee shall have a membership of seven so that one Member is from each of the Constituent Boroughs. The quorum for meetings is four Members. The other Member from the relevant Constituent Council that was not appointed to the Committee may attend that meeting as a substitute.
- 3.3. Due to the change in membership, there is now a vacancy for a Hackney member on Urgency Committee. Members are asked to appoint a Hackney member to this Committee. Councillor Elif Erbil is the Enfield member on Urgency Committee.

Given the updated membership, Members are asked if they wish to update the Enfield appointment to this Committee.

- 3.4. Due to the change in membership, there is now a vacancy for an Enfield member on Audit and Governance Committee. Members are asked to appoint an Enfield member to this Committee. Councillor Robert Chapman is the Hackney member on Audit and Governance Committee. Given the updated membership, Members are asked if they wish to update the Hackney appointment to this Committee.
- 3.5. Councillors Elif Erbil and Robert Chapman are respectively the Enfield and Hackney members appointed to Programme Committee. Given the updated membership, Members are asked if they wish to update their appointments to this Committee.
- 3.6. Two Working Groups were re-established for 2024/25 at the Authority meeting on 27 June 2024. These were:
  - Finance Working Group
  - Recycling Working Group
- 3.7. Each Working Group has a membership of seven so that one Member is from each of the Constituent Boroughs.
- 3.8. There is now a vacancy on the Recycling Working Group and Members are asked to appoint a Hackney member to the working group. Councillor Erbil is the Enfield appointment to the Recycling Working Group. Given the updated membership, Members are asked if they wish to update their appointment to this Working Group.
- 3.9. There is now a vacancy on the Finance Working Group and Members are asked to appoint an Enfield member to the Working Group. Councillor Chapman is the Hackney appointment to the Finance Working Group. Given the updated membership, Members are asked if they wish to update their appointment to this Working Group.

#### **4. ADVISER APPOINTMENT**

- 4.1. Standing Orders provide for the Authority to have an environmental adviser whose responsibilities are:
  - To advise the Authority on key issues relating to the environment, sustainable development and operational matters.
  - To ensure effective liaison with the Constituent Council's senior officers on the work of the NLWA and on policy issues relating to the environment, sustainable development and waste management.

- To contribute to securing the best waste treatment and disposal outcomes for north London by securing appropriate environmental and financially viable contractual arrangements which meet the Authority's ambitions.
- To attend meetings of the Authority.

4.2. Doug Wilkinson, the former director for environment and operational services at the London Borough of Enfield was carrying out this role until his resignation on 11 October. His resignation was associated with his taking up the chief executive role at Maldon district council.

4.3. Following an application and selection process, Craig Miller, the executive director for the environment at the London Borough of Barnet has been appointed as the Authority's new environmental adviser.

## **5. THE SIX MONTH RULE**

5.1. Under the Local Government Act 1972, if a Councillor fails to attend a meeting of the Authority for six consecutive months, they cease to be a member of that Authority, unless the Authority accepts a reason for the failure before the six-month period expires (the 'six-month rule').

5.2. Councillors from NLWA's seven Constituent Boroughs are appointed at their Councils' Annual General Meetings, usually held in May each year. In accordance with the six-month rule, if they are to remain members of NLWA, they must attend one of its meetings within six months of their date of appointment, and at least once within every six months thereafter.

5.3. To support Members, a record of attendance is kept, and Members advised when they are at risk of not attending a meeting within the required six month time frame.

5.4. Councillor Paul Douglas attended the Authority's meeting on 30 July but was not able to attend the Authority meeting on 30 September and has given apologies for the 5 December meeting due to sickness. Councillor Douglas continues to be unwell. If the Authority does not approve the reason for his absence, Councillor Douglas will cease to be a member of the Authority on 30 January 2025.

5.5. Councillor Robert Chapman attended the Authority's meeting on 30 July but was not able to attend the Authority meeting on 30 September and has given apologies for the 5 December meeting due to a clash with the Local Authority Pension Fund Forum, for which he is Vice-Chair.

5.6. Accordingly, the Authority is recommended to approve the reason for Councillor Douglas's absence, being long-term sick leave, until 13 February 2025, the date of

the next Authority meeting. It is also recommended to approve the reason for Councillor Chapman's absence, being a clash of meetings, until 13 February 2025.

## **6. ANNUAL GENERAL MEETING**

- 6.1. An AGM for the Authority has been scheduled for 26<sup>th</sup> June 2025. Following recent identification of a clash with Islamic New Year, it is recommended that the AGM be rescheduled to 19<sup>th</sup> June 2025 at 2.30pm.

## **7. EQUALITIES IMPLICATIONS**

- 7.1. There are no equalities implications.

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

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

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

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

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

Correspondence with constituent Boroughs relating to membership.

### **Contact officer:**

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