

NORTH LONDON WASTE AUTHORITY

REPORT TITLE: DATES OF MEETINGS FOR THE AUTHORITY IN 2019/20

REPORT OF: MANAGING DIRECTOR

FOR SUBMISSION TO: AUTHORITY MEETING

DATE: 21 JUNE 2019

SUMMARY OF REPORT:

This report sets out proposed dates for Authority meetings in 2019/20, and includes information about meetings for the following year.

RECOMMENDATION:

The Authority is recommended to:

- a) Agree the proposed dates and times for meetings during the Municipal Year 2019/20 and the AGM for the following year;
- b) Note the meeting of the Audit Committee scheduled for 25 July 2019; and
- c) Note the meetings of the Programme Committee during the Municipal Year 2019/20.

SIGNED:



Managing Director

DATE: 11 June 2019

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 2020 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 2019/20 are as follows:

Thursday 3rd October 2019, 2.30pm
Thursday 5th December 2019, 2.30pm
Thursday 13th February 2020, 2.30pm
Thursday 2nd April 2020, 2.30pm
Thursday 25th June 2020, 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 2018/19 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 2019. There is an exception to this if the accounts have not been audited by 31 July 2019, 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 25th July 2019 at 2.30pm in Committee Room 2, Crowndale Centre.

3. PROGRAMME COMMITTEE

3.1. 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.

3.2. The proposed dates for the Programme Committee in 2019/20 are as follows:

Monday 22nd July 2019, 10am
Friday 6th September 2019, 11.30am
Tuesday 29th October 2019, 10am
Monday 13th January 2020, 2pm
Monday 2nd March 2020, 2pm
Monday 11th May 2020, 3pm

3. COMMENTS OF THE FINANCIAL ADVISER

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

4. COMMENTS OF THE LEGAL ADVISER

4.1 The Legal 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.

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