

NORTH LONDON WASTE AUTHORITY

REPORT TITLE: FORWARD PLAN

REPORT OF: MANAGING DIRECTOR

FOR SUBMISSION TO: MEMBERS FOR CONSULTATION AND DECISION BY CLERK OR MANAGING DIRECTOR

DATE: 2 APRIL 2020

SUMMARY OF REPORT:

This report provides a forward plan of reports for the Authority. Following consultation with Members, decisions will be taken by the Clerk or Managing Director.

RECOMMENDATION:

That Members comment on the Report.

SIGNED:



23 March 2020

Managing Director

1. INTRODUCTION

- 1.1. Members have asked that a mechanism to allow the Authority to identify future reports and see indicative dates of when decisions will need to be made including when possible an indication of when decisions may need to be made by the Constituent Boroughs.
- 1.2. This report will be updated for every meeting and new and forthcoming items will be added to the list over time. A separate report for this meeting considers arrangements for decision making during the period when it is anticipated that formal meetings of the Authority will not be held. The business of the Authority will continue during the current restrictions, but it is likely that there will be delays in some decisions, such as, for example, the finalisation of the audit of the Authority's accounts.
- 1.3. The Forward Plan which is attached has been divided into sections as set out below. In addition to papers for consideration at meetings, officers expect to provide frequent updates to members on the management of services during the period when coronavirus disruption is affecting operations. The timing of issues going forward has significant uncertainties – some issues may need expediting while others may be deferred (particularly where dependent on external organisations who might have different priorities). However, the forward plan provides a reference point against which changes can be managed:
 - 1.3.1. Consultations and Policy Development
 - 1.3.2. Strategy and Services
 - 1.3.3. Corporate Management
 - 1.3.4. Finance
 - 1.3.5. North London Heat and Power Project

2. CONSULTATIONS AND POLICY DEVELOPMENT

- 2.1. Consultations relating in particular to planning policy developments and issues relating to waste management are kept under review. Where such consultations are identified, they are noted in this section of the forward plan; otherwise a general report is listed, and relevant policy developments and consultations will be included.

3. STRATEGY AND SERVICES

- 3.1. This section lists the on-going recycling, composting and disposal of the wastes collected by the seven constituent borough councils, along with associated contract performance management and statutory reporting activities.

4. CORPORATE MANAGEMENT

- 4.1. At the organisational level, the Authority continues to have regard to potential risks, to oversee its shareholder interest in LondonEnergy Ltd, and to manage its relationships with the constituent borough councils.

5. FINANCE

- 5.1. Budget approval reports and Accounts sign off by the Audit Committee are included, together with the regular budget updates.

6. NORTH LONDON HEAT AND POWER PROJECT (NLHPP)

- 6.1. This section covers reports to take forward specific aspects of the Authority's approach to the treatment of residual waste, which will be updated to take account of Members' decisions on the timeline for future activity.
- 6.2. With the establishment of a Programme Committee for the NLHPP a separate Forward Programme is provided for the NLHPP. The NLHPP Forward Programme includes the timing of decisions on procurement relating to future residual waste facilities. As well as an indication of the timing of decisions, this report includes timings of presentation of policies and strategies for agreement or review.

7. EQUALITIES IMPLICATIONS

- 7.1. There are no equalities implications of this report. Any equalities implications of forthcoming reports will be identified in the reports when presented.

8. COMMENTS OF THE FINANCIAL ADVISER

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

9. COMMENTS OF THE LEGAL ADVISER

- 9.1. A forward plan as such is not a legal requirement, because the Authority does not operate under Executive arrangements, but will nonetheless be helpful in longer term business planning.

List of documents used:

None

Contact officer:

Barbara Herridge
Unit 1b, Berol House
25 Ashley Road
London, N17 9LJ
020 8489 5654
Barbara.herridge@nlwa.gov.uk

APPENDIX A: FORWARD PLAN

FORWARD PLAN

CONSULTATIONS AND POLICY DEVELOPMENT

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Consultations and policy update Managing Director	To consider and approve draft responses to various waste consultations, as published.	As arising

STRATEGY AND SERVICES

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Funding Bids Managing Director	To consider and approve draft funding bids to various bodies as invited.	As arising
Strategy and Services Report Head of Strategy and Services	Update on operational activities and services and associated issues dealt with by the Strategy and Services team of NLWA. This includes progress with delivering the North London Joint Waste Strategy and a successor strategy.	Ongoing

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Residual Waste Reduction Plan Managing Director	The residual waste reduction plan is North London Waste Authority's plan of activity for waste prevention work and recycling communications. The aim of the Plan is to bring about a reduction in residual waste in north London. This report will update on activity to date and put forward proposals for actions in the following period where further decisions are required.	September 2020 and ongoing

CORPORATE MANAGEMENT

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
LondonEnergy Ltd (LEL) Shareholder Issues Managing Director	Issues arising in connection with the Authority's shareholding in LEL.	Ongoing Future LEL gate fees to be considered in June 2020 LEL budget for 2021 to be considered in December 2020
New contract between NLWA and LEL	The current main waste contract expires in December 2024. Work is underway between NLWA and LEL to prepare for a contract to run from December 2024	Submit proposals to Members by end 2020.
NLWA Annual Report Managing Director	To approve the annual report for 2019/20.	AGM – June 2020
LEL Annual Report Managing Director	To note the annual report of the Directors of LEL.	AGM – June 2020
Other AGM items Managing Director or Head of Legal and Governance	Membership of the Authority 2020/21. Appointment of the Chair of the Authority for the 2020/21 municipal year. Appointment of the Vice-Chair(s) of the Authority for the 2020/21 Municipal Year. Appointment of Members to Committees and Working Groups. Dates of meetings for the Authority in 2020/21	AGM – June 2020
Risk Review Managing Director	Annual review of risk for comment and noting	April 2020

FINANCE

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Regular Financial Updates Head of Finance	To keep under review and note the Authority's performance against budget during the year. In December, the report will also update Members on the budget and levy prospects for the following financial year. In February, the report will contain the budget for the following year and a budget forecast for the subsequent three years. In June, the report will also provide Members with details of the actual expenditure and income for the previous year (subject to audit).	Ongoing
2019/20 Statement of Accounts Head of Finance	Audit Committee to receive the draft report of the Auditor and approve the Authority's Statement of Accounts and Annual Governance Statement.	July 2020

Contacts:

Managing Director – Martin Capstick, Tel: 8489 1263 Email: martin.capstick@nlwa.gov.uk

Head of Strategy and Services – Andrew O'Connor, Tel: 8489 5732 Email: andrew.oconnor@nlwa.gov.uk

Head of Legal and Governance – Ursula Taylor, Tel: 8489 4306 Email: ursula.taylor@nlwa.gov.uk

Head of Finance – Paul Gulliford, Tel: 8489 5833 Email: paul.gulliford@nlwa.gov.uk

NLHPP Programme Director – David Cullen, Tel: 8489 2112 Email: david.cullen@nlwa.gov.uk

Clerk – Jenny Rowlands, Tel: 7974 5686 Email: jenny.rowlands@camden.gov.uk

APPENDIX B: NLHPP FORWARD PLAN

Indicative Date	Reporting	Policy & Strategy Review	Expected Decisions
April 2020 (Authority Meeting)	NLHPP Progress Update (part 1) NLHPP Cost & Risk Update (part 2)	TBC	- To note update reports
May 2020 (Programme Committee)	NLHPP Progress Update (part 1) NLHPP Cost & Risk Update (part 2)	Stakeholder Management and Communications Strategy Construction & Logistics Strategy	- To note approaches for strategies and update reports
June 2020 (Authority Meeting)	NLHPP Progress Update (part 1) NLHPP Cost & Risk Update (part 2)	TBC	- Approval to start Energy Recovery Facility (ERF) procurement (provisional date)
July 2020 (Programme Committee)	NLHPP Progress Update (part 1)	Social Value Strategy Employee Relations Strategy	- Approval to award contract for EcoPark South

Indicative Date	Reporting	Policy & Strategy Review	Expected Decisions
	NLHPP Cost & Risk Update (part 2)		<ul style="list-style-type: none"> - To note approaches for strategies and reports
September 2020 (Programme Committee)	NLHPP Progress Update (part 1) NLHPP Cost & Risk Update (part 2) Update on Health, Safety and Wellbeing Strategy	TBC	<ul style="list-style-type: none"> - To note reports