

NORTH LONDON WASTE AUTHORITY

REPORT TITLE: DATES OF MEETINGS FOR THE AUTHORITY IN 2020/21

REPORT OF: MANAGING DIRECTOR

FOR SUBMISSION TO: AUTHORITY MEETING

DATE: 25 JUNE 2020

SUMMARY OF REPORT:

This report sets out proposed dates for Authority meetings in 2020/21, 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 2020/21, including the postponed AGM and the AGM for the following year;
- b) Note the meeting of the Audit Committee scheduled for 2 November 2020; and
- c) Note the meetings of the Programme Committee during 2020/21.

SIGNED:



Managing Director

DATE: 15 June 2020

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. AUTHORITY MEETINGS

- 2.1. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4 April 2020. The regulations removed the requirement for joint authorities to hold an annual meeting between 1st March and 30th June during 2020. The Chair has requested that the Authority's annual meeting be postponed to September 2020.
- 2.2. Members are asked 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.
- 2.3. Taking account of the above, the proposed dates for Authority meetings in 2020/21 are as follows:

Thursday 24 September 2020, 2.30pm (AGM)
Thursday 3 December 2020, 2.30pm
Thursday 11 February 2021, 2.30pm
Thursday 22 April 2021, 2.30pm
Thursday 24 June 2021, 2.30pm (AGM)

3. AUDIT COMMITTEE

- 3.1. Members' attention is drawn to a need for a meeting of the Audit Committee arising from the provisions of The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020, which amends the statutory audit deadlines for 2019/20, taking into consideration the impact of COVID-19.
- 3.2. The key dates are (a) that the accounts must be prepared and signed off by the Financial Adviser no later than 31 August; and (b) the accounts must then be audited, and the audited accounts must be considered by Members and published by 31 November 2020. Public rights of access to the accounts and supporting documents will begin no later than 1 September.
- 3.3. In order to allow time for the planned audit to take place in September and for the notice of the meeting to be given, a meeting of the Audit Committee will be required in October or November.

3.4. The meeting of the Audit Committee has been scheduled for 2 November 2020 at 2.00pm.

4. PROGRAMME COMMITTEE

4.1. 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.

4.2. The proposed dates for the Programme Committee in 2020/21 are as follows:

Wednesday 29th July 2020, 1.30pm
Monday, 7th September 2020, 1.00pm
Monday, 2nd November 2020, 2.30pm
Thursday, 14th January 2021, 10.00am
Monday, 15th March 2021, 2.00pm
Monday, 10th May 2021, 1.00pm

4.3. The Authority should note that membership of the Programme Committee will continue as in the previous year until the next annual meeting or until such time as the Authority determines.

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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