

**NORTH LONDON WASTE AUTHORITY**

**REPORT TITLE:** FORWARD PLAN

**REPORT OF:** MANAGING DIRECTOR

**FOR SUBMISSION TO:** AUTHORITY MEETING

**DATE:** 25 JUNE 2020

**SUMMARY OF REPORT:**

This report provides a forward plan of reports for the Authority.

**RECOMMENDATION:**

The Authority is recommended to comment on and note the report.

**SIGNED:**



**Managing Director**

**Date:** 15 June 2020

## **1. INTRODUCTION**

- 1.1. This report sets out plans for future reports and indicative dates of decisions. This is intended to assist Members, including aligning Authority business with any decisions which may need to be made by the Constituent Boroughs.
- 1.2. As noted in the Dates of Meetings report on this agenda, in 2020, the AGM will be held at the September meeting of the Authority. The Forward Plan has been updated to reflect this.
- 1.3. This report will be updated for every meeting and new and forthcoming items will be added to the list over time.
- 1.4. The Forward Plan which is attached has been divided into sections as set out below. In addition to papers for consideration at meetings, officers have been provide updates to Members on the management of services during the period when coronavirus disruption is affecting operations. This is likely to continue. 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:
  - 1.4.1. Consultations and Policy Development
  - 1.4.2. Strategy and Services
  - 1.4.3. Corporate Management
  - 1.4.4. Finance
  - 1.4.5. 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

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## APPENDIX A: 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
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 September 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 – September 2020
LEL Annual Report  Managing Director	To note the annual report of the Directors of LEL.	AGM – September 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 – September 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.	November 2020

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## APPENDIX B: NLHPP FORWARD PROGRAMME

Indicative Date	Reporting	Policy & Strategy Review	Expected Decisions
June 2020 (Authority Meeting)	<ul style="list-style-type: none"> <li>• NLHPP Update and Reports</li> <li>• NLHPP Programme Update</li> </ul>	n/a	<ul style="list-style-type: none"> <li>• Approval to start Energy Recovery Facility (ERF) procurement (provisional date)</li> <li>• Delegated authority to procure and manage contracts for northern area clearance (western section) and temporary weighbridges at the northern access of the EcoPark</li> <li>• Delegated authority to enter into a licence with Canal and River Trust for surface water discharge from the Hawley Road Transport Yard</li> <li>• Delegated authority to procure a data hub for the programme</li> <li>• To note reports</li> </ul>
July 2020 (Programme Committee)	<ul style="list-style-type: none"> <li>• NLHPP Update and Reports</li> <li>• NLHPP Programme Update</li> </ul>	<ul style="list-style-type: none"> <li>• Delivery and Construction Management Strategy</li> <li>• Monitoring and Control Strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Approval to award contract for EcoPark South</li> <li>• To note reports and approaches for strategies</li> </ul>
September 2020 (Programme Committee)	<ul style="list-style-type: none"> <li>• NLHPP Update and Reports</li> <li>• NLHPP Programme Update</li> <li>• Update on Health, Safety and Wellbeing Strategy</li> <li>• Update on technical performance specifications</li> </ul>	<ul style="list-style-type: none"> <li>• Commercial Strategy</li> <li>• Finance Function Strategy</li> </ul>	To note reports and approaches for strategies
October 2020 (Authority Meeting)	<ul style="list-style-type: none"> <li>• NLHPP Update and Reports</li> <li>• NLHPP Programme Update</li> </ul>	TBC	To note reports

Indicative Date	Reporting	Policy & Strategy Review	Expected Decisions
November 2020 (Programme Committee)	<ul style="list-style-type: none"> <li>• NLHPP Update and Reports</li> <li>• NLHPP Programme Update</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder Management and Communications Strategy</li> <li>• Social Value Strategy</li> </ul>	To note reports and approaches for strategies
December 2020 (Authority Meeting)	<ul style="list-style-type: none"> <li>• NLHPP Update and Reports</li> <li>• NLHPP Programme Update</li> </ul>	TBC	<ul style="list-style-type: none"> <li>• To note reports</li> <li>• Delegated authority to procure and manage a contract for Western Road utilities infrastructure</li> <li>• Delegated authority to procure and manage a contract for gas main installation</li> </ul>