

NORTH LONDON WASTE AUTHORITY

REPORT TITLE: FORWARD PLAN

REPORT OF: MANAGING DIRECTOR

FOR SUBMISSION TO: AUTHORITY MEETING

DATE: 11 FEBRUARY 2021

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: 1 February 2021

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. This report will be updated for every meeting and new and forthcoming items will be added to the list over time.
- 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 have, as necessary, provided updates to Members on the management of services during Coronavirus restrictions. The timing of issues going forward has some 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.
- 2.2. It is anticipated that the next stage of three major consultations from government, originally anticipated in Autumn 2021, will come forward within the next few months. These consultations will be on consistent recycling collections from households and businesses, proposals to reform the producer responsibility regime for packaging and the possible introduction of a deposit return scheme. An estimated date for these consultations has been included in the forward plan.

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. A date for the Audit Committee to review and approve the audited 2019/20 financial statements will be set as soon as practically possible after the audit has been completed.

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: NORTH LONDON WASTE AUTHORITY FORWARD PLAN

CONSULTATIONS AND POLICY DEVELOPMENT

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Consultation report on: Introducing a Deposit Return Scheme in England, Wales and Northern Ireland; Consistency in household and business recycling collections in England and Introducing a Deposit Return Scheme in England, Wales and Northern Ireland Managing Director	To consider and approve draft responses	April 2021
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
Reuse and Recycling Centres Update Head of Strategy and Services	Review of the operational changes made in response to the COVID-19 pandemic, including consideration of the booking system introduced to manage traffic flows.	June 2021
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.	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
New contract between NLWA and LEL Managing Director	The current main waste contract expires in December 2024. Work is underway between NLWA and LEL to prepare for a new contract	April 2021.
Risk Review Managing Director	Annual review of risk for comment and noting	April 2021
NLWA Annual Report Managing Director	To approve the annual report for 2021/22.	AGM – June 2021
LEL Annual Report Managing Director	To note the annual report of the Directors of LEL.	AGM – June 2021
Other AGM items	Membership of the Authority 2021-22.	AGM – June 2021

TITLE OF REPORT & CONTACT	NATURE OF DECISION	INDICATIVE DECISION DATE
Managing Director or Head of Legal and Governance	Appointment of the Chair of the Authority for the 2021-22 municipal year. Appointment of the Vice-Chair(s) of the Authority for the 2021-22 Municipal Year. Appointment of Members to Committees and Working Groups. Dates of meetings for the Authority in 2021-22	

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 June, the report will also provide Members with details of the actual expenditure and income for the previous year (subject to audit). 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.	Ongoing
2020/21 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.	Date to be set as soon as practically possible after the audit has been completed.

Contacts:

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

Interim Head of Strategy and Services – Michael Clarke, Tel: 8489 5732 Email: michael.clarke@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
March 2021 (Programme Committee)	<ul style="list-style-type: none"> • NLHPP Update • NLHPP Financial Year 21/22 Project Expenditure Forecast 	<ul style="list-style-type: none"> • Information Management Strategy (updated) • Risk Management Strategy (updated) 	<ul style="list-style-type: none"> • To note reports • Agree policy/strategies
April 2021 (Authority Meeting)	<ul style="list-style-type: none"> • NLHPP Update 		<ul style="list-style-type: none"> • To note reports
May 2021 (Programme Committee)	<ul style="list-style-type: none"> • NLHPP Update 	<ul style="list-style-type: none"> • Health, Safety and Wellbeing Strategy (updated) • Technical Assurance Strategy (updated) • Project Carbon Strategy 	<ul style="list-style-type: none"> • To note reports • Agree policy/strategies •
June 2021 (Authority Meeting)	<ul style="list-style-type: none"> • NLHPP Update 		<ul style="list-style-type: none"> • To note reports

Indicative Date	Reporting	Policy & Strategy Review	Expected Decisions
July 2021 (Programme Committee)	<ul style="list-style-type: none"> • NLHPP Update • ERF Procurement Update • Procurement of Various Minor Works Contracts 	<ul style="list-style-type: none"> • Monitoring and Control Strategy (updated) • Delivery and Construction Management Strategy (updated) • Resource Management Strategy (updated) 	<ul style="list-style-type: none"> • To note reports • Agree policy/strategies • Delegate Authority to the Programme Director to procure and manage a contract for Western Road Utilities infrastructure, with a financial limit of £[xx]. • Delegate authority to the Programme Director to procure and manage and manage a contract for gas main installation, with a financial limit of £[xx]
September 2021 (Programme Committee)	<ul style="list-style-type: none"> • NLHPP Update 	<ul style="list-style-type: none"> • Commercial Strategy (updated) • Financing Function Strategy (updated) 	<ul style="list-style-type: none"> • To note reports • Agree policy/strategies
September/October 2021 (Authority Meeting)	<ul style="list-style-type: none"> • NLHPP Update 		<ul style="list-style-type: none"> • To note reports
November 2021 (Programme Committee)	<ul style="list-style-type: none"> • NLHPP Update 	<ul style="list-style-type: none"> • Stakeholder Management and Communications Strategy (updated) • Social Value Strategy (updated) 	<ul style="list-style-type: none"> • To note reports • Agree policy/strategies

Indicative Date	Reporting	Policy & Strategy Review	Expected Decisions
December 2021 (Authority Meeting)	<ul style="list-style-type: none"> • NLHPP Update • ERF Procurement – recommendation to award EPC contract for the ERF 		<ul style="list-style-type: none"> • To note reports • Approval of decision to award EPC contract for the ERF