

NORTH LONDON WASTE AUTHORITY

REPORT TITLE: DATES OF MEETINGS FOR THE AUTHORITY IN 2021/22

REPORT OF: MANAGING DIRECTOR

FOR SUBMISSION TO: AUTHORITY MEETING

DATE: 24TH JUNE 2021

SUMMARY OF REPORT:

This report sets out proposed dates for Authority meetings in 2021/22, and includes information about meetings for the following year.

RECOMMENDATIONS:

The Authority is recommended to:

- A. Agree the proposed dates and times for meetings during the municipal year 2021/22 and the AGM for the following year;
- B. Note the meeting of the Audit Committee scheduled for 29 July 2021; and
- C. Note the meetings of the Programme Committee during the municipal year 2021/22.

SIGNED:  Managing Director

DATE: 14 June 2021

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. Members are asked to note that the Levy must be notified to boroughs before 15 February 2022 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.
- 2.2. Given the local elections taking place on 5 May 2022, the Authority meeting which is normally scheduled for April has been brought forward to March 2022, with a Programme Committee meeting scheduled for April 2022 in case of urgent decisions.
- 2.3. Taking account of the above, the proposed dates for Authority meetings in 2021/22 are as follows:

Thursday 7th October 2021, 2.30pm
Thursday 16th December 2021, 2.30pm
Thursday 10th February 2022, 2.30pm
Thursday 10th March 2022, 2.30pm
Thursday 23rd June 2022, 2.30pm (AGM)

3. AUDIT COMMITTEE

- 3.1. Members' attention is drawn to a need for meetings of the Audit Committee arising from the provisions of the Accounts and Audit Regulations 2015.
- 3.2. The timetable for the production and audit of the 2019/20 financial statements was amended by The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020. These changed the deadline for publishing draft accounts from 31 May 2020 to 31 August 2020 and the subsequent deadline for Audit of the statement was changed from the 31 July 2020 to 30 November 2020.
- 3.3. Although the pandemic had a negative impact on resources within the Finance team, the draft accounts were submitted to the Mazars, the external auditors by the end of August and published on the Authority's website. The resourcing of the Finance team has recently been addressed with the appointment to the Deputy

Head of Finance role. At the Authority meeting on 3 December 2020, Members were advised that the audit had commenced but that progress had been slowed by the lockdown and continued remote working. As a result, and in accordance with regulation 10, paragraph 2a of the Accounts and Audit Regulations 2015, a notice was published on the Authority website (a link is provided below) stating that the audit had been delayed and that some work remained outstanding.

<https://www.nlwa.gov.uk/ourauthority/financial-statements>

- 3.4. Audit work has continued in the intervening period and the Head of Finance has had regular meetings with the auditors to ensure that the audit is completed, and any issues are resolved. They have completed the 'fieldwork', the substantive review of documents and records. Officers are working with the auditors to complete the outstanding queries and are aiming to have these completed for an Audit Committee on 29 July.
- 3.5. The Government has published The Accounts and Audit (Amendment) Regulations 2021 extending the timetable for the production and audit of the 2020/21 and 2021/22 financial statements. The regulations have amended the date that the Responsible Financial Officer – the Authority's Financial Adviser - must commence the period for the exercise of public rights. This is the date that the accounts must be made publicly available. The date has changed from Tuesday 1 June 2021 to Monday 2 August 2021, an extension of 2 months. This is however, shorter than the extension provided in 2020. Similarly, the date by which the Authority must approve the accounts, following the audit, has been amended from 31 July to 30 September.

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 2021/22 are as follows:

Thursday 15 July 2021, 2.30pm

Thursday 2 September 2021, 2.30pm

Thursday 11 November 2021, 2.30pm

Thursday 13 January 2022, 2.30pm

Thursday 7 April 2022, 2.30pm

5. EQUALITIES IMPLICATIONS

- 5.1. There are no Equalities implications.

6. COMMENTS OF THE LEGAL ADVISER

6.1. The Legal Adviser has been consulted in the preparation of this report and comments have been incorporated.

7. COMMENTS OF THE FINANCIAL ADVISER

7.1. The Financial 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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