

NORTH LONDON WASTE AUTHORITY AUDIT COMMITTEE

THURSDAY, 2 SEPTEMBER 2021 AT 2.30 PM

**THE COUNCIL CHAMBER, CROWDALE CENTRE, 218 EVERSOLT STREET,
LONDON, NW1 1BD**

* Social distancing measures remain in place in Camden Council buildings, and public gallery capacity is limited. If you wish to watch the live broadcast of the meeting, you can do so by following the link at the bottom of this page.

Enquiries to: Cheryl Hardman, Committee Services
E-Mail: cheryl.hardman@camden.gov.uk
Telephone: 020 7974 1619 (Text phone prefix 18001)
Fax No: 020 7974 5921

MEMBERS

Councillor Robert Chapman	London Borough of Hackney	L
Councillor Satnam Gill	London Borough of Islington	L
Councillor Mike Hakata	London Borough of Haringey	
Councillor Clyde Loakes	London Borough of Waltham Forest	L
Councillor Richard Olszewski	London Borough of Camden	L
Councillor Hass Yusuf	London Borough of Enfield	L
Councillor Peter Zinkin	London Borough of Barnet	C

L = Labour, C = Conservative

Issued on: 24 August 2021

CROWDALE CENTRE CORONAVIRUS AND FIRE EVACUATION MEASURES

Everyone is welcome to observe public meetings of the North London Waste Authority. However, social distancing measures remain in place and meeting room capacity is very limited, and so public attendees will be admitted on a first come first served basis. All public meetings will be webcast live at www.camden.gov.uk/webcast. The public is urged to watch the live stream rather than to attend in person.

If you are planning to attend a meeting in person, please note the following:-

- All attendees are strongly advised to take a free Lateral Flow Test before you attend the meeting. Home testing kits are available from <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests> or you can find out where your nearest test centre is at <https://maps.test-and-trace.nhs.uk/>. If you test positive, please follow Government advice: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing/test-results/positive-test-result/>.
- If you are feeling unwell, please do not attend. If you have symptoms of Covid-19 (a high temperature, a new continuous cough or a loss or change to your sense of smell or taste), you should self isolate and get a coronavirus test.
- Entrance to the public gallery is via Staircase A, accessed via the gate to the Medical Centre on Crowndale Road. Once through the gates, take the gated bridge to the right and follow the instructions of security staff.
- Unless you are exempt, you must wear a face covering at all times once inside the building, except when you are seated in the public gallery.
- Hand sanitiser stations will be available – please sanitise on arrival and at regular intervals during your visit.
- Please observe social distancing and maintain a distance of 2m from others whilst inside the building.

If the fire alarm sounds continuously, or if you are instructed to do so, leave the building quickly and calmly by the nearest available exit. Do not stop to collect personal belongings. Fire exit doors are clearly marked and lead via the staircases to Crowndale Road or Eversholt Street.

Do not use the lifts. If you are a wheelchair user or have a mobility problem which prevents you from using the staircases, please proceed to the lift lobby area where you will be evacuated from the building.

Do not wait immediately outside the building – proceed to Oakley Square and await further instructions.

MEETINGS OF THE NORTH LONDON WASTE AUTHORITY

Everyone is welcome to watch public meetings of the Authority to see decisions being made. Agendas for these meetings are available in advance at: <https://www.nlwa.gov.uk/ourauthority/our-meetings>.

If you are interested in a particular item being considered at a meeting and you wish to speak (called making a deputation), you must make your request in writing to Cheryl Hardman by e-mailing cheryl.hardman@camden.gov.uk or by sending a letter to Cheryl Hardman, Committee Services, Crowndale Centre, 218 Eversholt Street, London, NW1 1BD. If you wish to discuss your deputation request or have any other queries please call 020 7974 1619.

Written deputation requests for the meeting must be received by **9am on 31 August 2021**. The request will be considered in line with NLWA Standing Order A.17 regarding deputations. You can view the standing orders at: <https://www.nlwa.gov.uk/ourauthority/governance>. If your deputation request is accepted, the option to make your deputation remotely via Microsoft Teams will be available.

If you require special assistance to enable you to address a meeting, please contact the committee clerk using the details on the front of the agenda as soon as possible and they will make arrangements to assist you. Please note that if insufficient notice is provided it may not be possible to help you.

The Authority consists of fourteen councillors, with each of the seven constituent councils (Barnet, Camden, Enfield, Hackney, Haringey, Islington and Waltham Forest) appointing two of their own councillors to serve on the Authority. Officers of the Authority attend the meeting to present reports and give advice but only the councillors make decisions at the meeting.

The Chair of the meeting controls the debate. Those present discuss the business by addressing the Chair; this helps to keep the debate in an orderly manner. The Chair takes each item in turn and when s/he considers there has been sufficient debate, s/he will call for a decision on the item. At this stage, a vote may be taken on the recommendations, which are either found at the front of each report or put forward by Councillors. The reports are usually taken in the order on the agenda. Please note that it is not possible for you to take part in the discussion (unless you are invited to make representations.)

The Local Government (Access to Information) Act allows the Authority to discuss certain items in private. Due to the nature of the business under consideration, there are normally confidential items at every meeting of the Authority. Such items are discussed at the end of the meeting. The live meeting stream will be stopped and you will be asked to leave at this point. Any members of the public joining the meeting remotely will also be asked to leave.

Members of the public have a right to take their own recordings of public meetings for reporting purposes. This does not apply to any of the Authority's meetings which are private or not open to the public. Laws on public order offences and defamation still apply, and you should exercise your rights with responsibility. Please respect the views of others when reporting a meeting.

You may be asked to stop filming, photographing or recording a meeting if this in some way becomes disruptive to the meeting.

This meeting will be webcast and can be watched live or viewed for twelve months afterwards at www.camden.gov.uk/webcast. If you are attending a meeting but do not wish to appear on the webcast you are advised to sit in the public gallery.

WEBCASTING NOTICE

This meeting will be broadcast live via www.camden.gov.uk/webcast. The whole of the meeting will be filmed and recorded, except where there are confidential or exempt items, and the footage will be on the website for at least 12 months. A copy of it will also be retained in accordance with Camden Council's and the NLWA's data retention policies.

If you make a representation to the meeting you will be deemed by the Authority to have consented to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The Authority is obliged by law to allow members of the public to take their own recordings and images of this remote meeting. The Authority will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

The privacy notice that explains Camden Council's use of webcasting data can be seen at: www.camden.gov.uk/webcast. The NLWA's privacy notice can be accessed by contacting the Authority.

If you have any queries regarding webcasting or the recording of meetings by the public, please contact the committee clerk.

**NORTH LONDON WASTE AUTHORITY AUDIT COMMITTEE
2 SEPTEMBER 2021**

AGENDA

1. GUIDANCE ON HYBRID MEETINGS

(Pages 9 -
14)

To agree the procedures for the operation of hybrid meetings.

2. ELECTION OF CHAIR

To elect a Chair for the municipal year 2021-22.

3. ELECTION OF VICE-CHAIR

To elect a Vice-Chair for the municipal year 2021-22.

4. TERMS OF REFERENCE

To note the Committee's terms of reference, which are as follows:

- To consider and approve the audited accounts to enable publication of those accounts each year to meet statutory deadlines.

5. APOLOGIES

6. DECLARATIONS BY MEMBER OF ANY PECUNIARY OR NON-PECUNIARY INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA

7. ANNOUNCEMENTS (IF ANY)

Broadcast of the meeting

The Chair to announce the following: 'In addition to the rights by

law that the public and press have to record this meeting, I would like to remind everyone that this meeting is being broadcast live by the Authority to the Internet and can be viewed on the Camden Council website for twelve months after the meeting. After that time, webcasts are archived and can be made available upon request.

If you have asked to address the meeting, you are deemed to be consenting to having your contributions recorded and broadcast, including video when switched on, and to the use of those sound recordings and images for webcasting and/or training purposes.'

Any other announcements

8. DEPUTATIONS (IF ANY)

9. MINUTES

(Pages 15 -
18)

To approve and sign the minutes of the meeting held on 25 July 2019.

10. NOTIFICATIONS OF ANY ITEMS OF BUSINESS THAT THE CHAIR CONSIDERS URGENT

11. 2019/20 STATEMENT OF ACCOUNTS

(Pages 19 -
98)

Report of the Financial Adviser

This report summarises the draft Audit Completion Report from Mazars LLP, the Authority's external auditor, in relation to the audit of the Authority's 2019/20 Final Accounts. The report summarises the auditor's findings and invites Members to authorise the Financial Adviser to sign the Authority's letter of management representation. The report presents the audited 2019/20 Statement of Accounts including the Authority's Annual Governance Statement for approval.

12. ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT

AGENDA ENDS