

At a meeting of the West London Waste Authority held on Friday 7 December 2018 at 10.00 am at the Committee Room 5, Harrow Civic Centre.

Present:

Councillor Graham Henson (Chair)

Councillor Keith Burrows, Councillor Martin Elengorn, Councillor Guy Lambert and Councillor Krupa Sheth

Apologies for Absence

Councillor Mik Sabiers

36. Apologies for absence

Apologies for absence were received from Councillor Mik Sabiers.

37. Declarations of interest

RESOLVED: There were no declarations of interests.

38. Minutes of the meeting held on 21 September 2018

RESOLVED: That the minutes of the meeting held on 21 September 2018 be taken as read and signed as a correct record.

39. Appointment of Chair of the Audit Committee

RESOLVED: That Councillor Keith Burrows be appointed as Chair of the Audit Committee for the 2018/19 Municipal Year.

40. Budget Monitoring Report Period 7 (October)

Jay Patel, Head of Finance, introduced the report which provided an update on financial and operational matters.

RESOLVED: That (1) the current financial position in 2018/19 and Key Performance Indicators be noted;

(2) the financial decisions taken under the Scheme of Delegation to Officers be noted;

(3) the HRRC data verification exercise be noted.

41. 2019/20 Budget

Jay Patel, Head of Finance, introduced the report which set out the 2019/20 budget proposal for consultation with constituent boroughs.

Jay Patel outlined the content of the report and advised that, following consultation, the budget would be reported to the Authority for approval in January 2019. Members noted a correction to the table in paragraph 13.8 of the report in that the heading of the final column should read 'Growth tonnes'.

RESOLVED: That (1) the 2019/20 budget for consultation with the boroughs be noted;
(2) the indicative Pay As You Throw (PAYT) rates set out in section 13 of the report and resulting PAYT levy of £48.2million be noted;
(3) the Fixed Cost Levy (FCL) of £13 million set out in section 14 of the report be noted;
(4) the recommended trade waste prices in section 15 of the report and delegated authority to the Treasurer to these in year should the need arise be noted;
(5) the new proposed capital budgets set out in section 16 of the report be noted;
(6) the target level of reserves of £5.9 million to act as a buffer for managing risks and avoiding supplementary levies, as set out section 17 of the report, be noted.

42. Medium and Long Term Financial Plan

Jay Patel, Head of Finance, introduced the report which provided the medium and long term financial plan for the Authority. He outlined the content of the report explaining that the purpose of this work was to demonstrate that the Authority was a going concern.

RESOLVED: That (1) the medium and long term financial position be noted;
(2) the sensitivity analysis and impact of waste growth and inflation be noted.

43. Operations Update

Sarah Ellis, Operations Manager, introduced the report which provided an update on the Authority's operations. She drew Members' attention to the change in the Out of Hours Service advising that there had been no negative feedback from boroughs.

RESOLVED: That the report be noted.

44. Contracts Update

Ken Lawson, Senior Contract Manager, introduced the report which provided an update on the Authority's various waste treatment arrangements and procurements. He advised that approval was being sought for the direction of travel in terms of SUEZ operating at Twyford Household Reuse and Recycling Centre (HRRC) and Waste Transfer Station.

RESOLVED: That (1) the report be noted;
(2) the direction of travel for Twyford HRRC and Waste Transfer Station be approved.

45. Waste Minimisation Update

Emma Beal, Managing Director, introduced the report which provided an update on the Authority's Waste Minimisation activities.

Emma Beal outlined the content of the report and advised that:-

- food waste recycling was important in reducing gross tonnage and trials in relation to flats would be rolled out to other boroughs;
- in terms of WEEE, assuring residents of the safety of their data on the objects collected was key;

- the bags for the collection of WEEE from residents were large;
- the Authority was creating opportunities for recycling textiles across the boroughs and was building on the relationship with Traid, LMB and the Salvation Army. It was intended to offer multiple methods of recycling to reduce the risk of textiles being thrown in the bin;
- commercial rents were an issue for charities in London which had resulted in an inconsistent service in terms of reuse.

In discussing the report Members commented that

- paragraph 2.2.2 required amendment in that the theatre referred to was the Kiln, not Tricycle;
- existing recycling schemes should be promoted rather than introducing new ones;
- Promotional events in libraries tended to have a small attendance and it was suggested that consideration be given to holding such events in a supermarket.

RESOLVED: That the report be noted.

46. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That in accordance with Part I of Schedule 12A to the Local Government Act 1972, the press and public be excluded from the meeting for the following item(s) for the reasons set out below:

<u>Item</u>	<u>Title</u>	<u>Reason</u>
12.	Transfer Stations Purchase	Information under paragraph 3 (contains information relating to the financial or business affairs of any particular person (including the authority holding that information)).

47. Transfer Stations Purchase

Members received a confidential report which provided an update on the freehold acquisition of two sites.

RESOLVED: That (1) the agreed positions in the Heads of Terms be noted;
 (2) the risk positions accepted by the Authority be noted;
 (3) the saving of £2.0 million in the price offered for the two sites detailed in the report be noted.

The meeting finished at 10.56 am.

The minute taker at this meeting was Alison Atherton.