

At a meeting of the West London Waste Authority held on Friday 25 January 2019 at 11.00 am at the Committee Room 5, Harrow Civic Centre, Station Road, Harrow, HA1 2XY.

**Present:**

Councillor Graham Henson (Chair)

Councillor Martin Elengorn, Councillor Guy Lambert, Councillor Mik Sabiers and Councillor Krupa Sheth

**Apologies for Absence**

Councillor Keith Burrows

**48. Apologies for absence**

Apologies for absence were received from Councillor Keith Burrows.

**49. Declarations of interest**

**RESOLVED:** There were no declarations of interest.

**50. Minutes of the meeting held on 7 December 2018**

**RESOLVED:** That the minutes of the meeting held on 7 December 2018 be taken as read and signed as a correct record subject to noting the following amendment:-

Minute 36 – Apologies for absence - The Clerk advised that Councillor Mik Sabiers had provided reasons for his non-attendance at the meeting and reported these to the Authority. In accordance with Standing Order 5, Members of the Authority agreed that the reasons provided were sufficient and therefore the six month rule did not apply.

**51. 2019/20 Budget**

Jay Patel, Head of Finance, introduced the report which set out the 2019/20 budget. He reported that it was intended to disburse reserves to constituent boroughs once the accounts had been finalised but that whilst properties were being valued there was still a risk around reserves.

In considering the budget a Member suggested that an organogram would be helpful and, in terms of risk, an additional column in the chart to explain how these were being dealt with.

**RESOLVED:** That (1) the 2019/20 budget for consultation with boroughs be approved;  
(2) the indicative Pay As You Throw (PAYT) rates set out in section 13 of the report and

resulting PAYT levy of £47.8 million be approved;

(3) the Fixed Cost Levy (FCL) of £13.0 million set out in section 14 of the report be approved;

(4) the recommended trade waste prices set out in section 15 of the report and delegated authority to the Treasurer to change these in year should the need arise be approved;

(5) the new proposed capital budgets set out in section 16 of the report be approved;

(6) the target level of reserves of £5.9 million to act as a buffer for managing risks and avoiding supplementary levies set out in section 17 of the report be approved.

## **52. 2018/19 Budget Monitoring Report Period 8 (November)**

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

Members welcomed the report and commented that increasing recycling in the boroughs was necessary as there were increased levels of refuse. Flats were a significant issue in terms of levels of recycling, including food waste recycling. A Member commented that the government's proposed move toward offering free garden waste collections may be a disincentive to composting.

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

(2) it be noted that no financial decisions had been taken under the Scheme of Delegation to officers.

## **53. Treasury Management Update including 2019/20 Plan**

Jay Patel, Head of Finance, introduced the report which provided the treasury management plan for 2019/20. He advised that officers were considering whether the Authority's interest rates could be mitigated but that, if this were to be pursued, consultants would need to be engaged.

**RESOLVED:** That (1) the treasury management plan for 2019/20 be approved;

(2) the prudential indicators and minimum revenue provision, as set out in section 3 of the report, be adopted.

## **54. Joint Municipal Waste Management Strategy Development**

Emma Beal, Managing Director, introduced the report which provided details of the development of a new Joint Municipal Waste Management Strategy for the Authority and the constituent boroughs for the years 2020-2035.

In outlining the content of the report and the key milestones, Emma Beal drew Members' attention to the newly published resources and waste strategy and three consultations expected shortly:-

- Deposit Return Scheme
- Packaging Extended Producer Responsibility
- Consistency and metrics

**RESOLVED:** That the report be noted.

## 55. Operations Update

Sarah Ellis, Operations Manager, introduced the report which provided an update on the Authority's operations. She made particular reference to waste management over Christmas which had been positive due to the plans and daily tracker put in place by SUEZ. There had, however, been considerable amounts of recycling included in the waste.

Sarah Ellis reported that it was proving difficult to receive three quotations for construction works at Twyford following the recent fire and therefore officers may seek a waiver.

**RESOLVED:** That the report be noted.

## 56. Projects Update

Peter Tilston, Projects Director, introduced the report which provided an update on the Authority's efficiency and Joint working projects.

Members welcomed the initiatives set out in the report. In terms of emerging markets and recyclables, officers advised that these countries were looking to improve quality standards and that China, for example, only wished to receive high quality recyclables.

**RESOLVED:** That the report be noted.

## 57. Contracts Update

Sarah Ellis, Operations Manager, introduced the report which provided an update on the Authority's various waste treatment arrangements and procurements. She reminded Members of the invitation to visit the Food Waste Treatment site on 12 February 2019 and added that visits to other facilities could be arranged.

In terms of the tender for Abandoned Vehicles Collection, Storage and Disposal Contract, Sarah Ellis advised Members that it had been issued on 25 January 2019, not 15 January as stated at paragraph 8 of the report.

Members discussed the disposal of mattresses noting that the mattress composition would affect the type of technology for disposal. A Member suggested that consideration should be given to increase the fine for dumping mattresses to £1,000.

**RESOLVED:** That (1) the report be noted;  
(2) the award of contracts for mattress recycling and abandoned vehicles be delegated to the Managing Director following consultation with the Chair and Chief Technical Adviser.

## 58. Waste Minimisation Update

Mildred Jeakins, Waste Minimisation Manager, introduced the report which provided an update on the Authority's Waste Minimisation activities.

The focus was now rolling the food waste recycling the service out to flats IN Richmond and it was proving popular; Harrow was rolling food waste recycling out to 17,000 flats. The WEEE project report would be presented at the next meeting but it had become apparent that these items needed to be collected when the householder was ready or to offer a short collection period in order to provide a focus.

In response to a Member's question about rolling food waste recycling in flats out to all

constituent boroughs, Emma Beal advised that the food waste projects were taking place in every borough and had commenced in Brent in 2018.

**RESOLVED:** That the report be noted.

**59. Any Other Urgent Business**

Members agreed to receive an urgent oral update from Emma Beal, Managing Director, who reported that the purchase of two transfer stations had been completed which was an excellent development for the Authority.

**60. 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>
14.	Contracts Update	Information under paragraph 3 (contains information relating to the financial or business affairs of any particular person (including the authority holding that information)).

**61. Contracts Update**

**RESOLVED:** That the Managing Director, following consultation with the Chair and Chief Technical Adviser, be authorised to award a concession contract for the Twyford Household Reuse and Recycling Centre and waste transfer station.

**The meeting finished at 12.18 pm.**

The minute taker at this meeting was Alison Atherton.