



West London Waste Authority

Hugh Peart
Clerk
Civic Centre
Station Road
Harrow
Middlesex HA1 2XY

20 June 2019

If you require further information about this agenda please contact: Alison Atherton, Tel: 020 8424 1266, E-mail: alison.atherton@harrow.gov.uk.

West London Waste Authority

A meeting of the West London Waste Authority will be held in Committee Room 5, Harrow Civic Centre, Station Road, Harrow, HA1 2XY on Friday 28 June 2019 at 10.00 am

MEMBERSHIP

Councillor Graham Henson, London Borough of Harrow
Councillor Keith Burrows, London Borough of Hillingdon
Councillor Guy Lambert, London Borough of Hounslow
Councillor Mik Sabiers, London Borough of Ealing
Councillor Krupa Sheth, London Borough of Brent
Councillor Julia Neden Watts, London Borough of Richmond

AGENDA

PART I - ITEMS FOR CONSIDERATION WHILE THE PRESS AND PUBLIC ARE IN ATTENDANCE

1. Apologies for absence
2. Declarations of interest

Members are reminded that if they have a pecuniary interest in any matter being discussed at the meeting they must declare the interest. They may not take part in any discussion or vote on a matter in which they have a pecuniary interest.

3. Minutes of the meeting held on 29 March 2019 **(Pages 5 - 8)**
4. Appointment of Chair, Vice Chair, Audit Committee, Chair of Audit Committee and Independent Member(s)

5. Meetings for the Municipal Year 2019/20

The remaining dates of meetings of the Authority in 2019 are:

Friday 20 September 2019
Friday 6 December 2019

Members are invited to agree the following dates of meetings of the Authority and Audit Committee for 2019 based on the existing pattern:

Friday 24 January 2020 at 11.00am (Audit Committee at 10.00am)
Friday 27 March 2020 at 10.00am
Friday 26 June 2020 at 10.00am (including Audit items)
Friday 25 September 2020 at 10.00am
Friday 4 December 2020 at 10.00am

- | | | |
|-----|--|---------------------------------|
| 6. | Reconciliations Internal Audit | <i>(Pages 9 - 20)</i> |
| 7. | Annual Internal Audit Report 2018/19 | <i>(Pages 21 - 36)</i> |
| 8. | External Audit Report | <i>(Pages 37 - 82)</i> |
| 9. | Risk Register | <i>(Pages 83 - 86)</i> |
| 10. | Assurance Report | <i>(Pages 87 - 102)</i> |
| 11. | Statement of Accounts for the year ending 31 March 2019 - Approval | <i>(Pages 103 - 158)</i> |
| 12. | Budget Monitoring Report Period 2 | <i>(Pages 159 - 164)</i> |
| 13. | Health and Safety: Annual Review of Performance in 2018/19 and Plans for 2019/20 | <i>(Pages 165 - 216)</i> |
| 14. | Operations Update | <i>(Pages 217 - 218)</i> |
| 15. | Projects Update | <i>(Pages 219 - 220)</i> |
| 16. | Contracts Update | <i>(Pages 221 - 222)</i> |
| 17. | Waste Minimisation Update and Plan for 2019/20 | <i>(Pages 223 - 230)</i> |
| 18. | 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>
19.	Operations Update	Information under paragraph 3 (contains information relating to the financial or business affairs of any particular person (including the authority holding that information)).
20.	Projects Update	Information under paragraph 3 (contains information relating to the financial or business affairs of any particular person (including the authority holding that information)).
21.	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)).
22.	Waste Minimisation Update and Plan for 2019/20	Information under paragraph 3 (contains information relating to the financial or business affairs of any particular person (including the authority holding that information)).

PART II - ITEMS FOR CONSIDERATION AFTER THE EXCLUSION OF THE PRESS AND PUBLIC

- | | | |
|-----|--|---------------------------------|
| 19. | Operations Update | <i>(Pages 231 - 232)</i> |
| | The appendix to the report is attached. | |
| 20. | Projects Update | <i>(Pages 233 - 240)</i> |
| | The Appendix to the report is attached. | |
| 21. | Contracts Update | <i>(Pages 241 - 242)</i> |
| | The Appendix to the report is attached. | |
| 22. | Waste Minimisation Update and Plan for 2019/20 | <i>(Pages 243 - 252)</i> |
| | Presentation attached | |

Recording and reporting on public meetings

Please note that members of public can choose to record or report in other ways, on this public meeting. If you wish to do so then please read the Authority's protocol which can be found [online](#). Copies of the protocol are also available at the meeting.

The Authority asks that you avoid recording members of the audience who are not participants at the meeting. The Authority will seek to facilitate this. However, anyone attending a public meeting does so in the knowledge that recording may take place and that they may be part of that record.

Hugh Peart
Clerk to the Authority