



West London Waste Authority

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18 June 2020

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West London Waste Authority

A virtual meeting of the West London Waste Authority (including the Audit Committee) will be held on Friday 26 June 2020 at 10.00 am

MEMBERSHIP

Councillor Graham Henson, London Borough of Harrow
Councillor Philip Corthorne, 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 meetings held on 24 January 2020 **(Pages 5 - 12)**
4. Appointment of Chair, Vice Chair, Audit Committee, Chair of Audit Committee and Independent Members

5. Meetings for the Municipal Year 2020/21

The remaining dates of meetings of the Authority in 2020 are:

Friday 25 September 2020

Friday 4 December 2020

Members are invited to agree the following dates of meetings of the Authority and Audit Committee for 2021 based on the existing pattern:

Friday 22 January 2021 at 11.00am (Audit Committee at 10.00am)

Friday 26 March 2021 at 10.00am

Friday 25 June 2021 at 10.00am (including Audit items)

Friday 24 September 2021 at 10.00am

Friday 3 December 2021 at 10.00am

AUDIT ITEMS

- | | | |
|-----|--------------------------------------|-------------------------|
| 6. | General Ledger Internal Audit | <i>(Pages 13 - 24)</i> |
| 7. | Annual Internal Audit Report 2019/20 | <i>(Pages 25 - 40)</i> |
| 8. | External Audit Report | <i>(Pages 41 - 88)</i> |
| 9. | Risk Register | <i>(Pages 89 - 94)</i> |
| 10. | Assurance Statements | <i>(Pages 95 - 108)</i> |

AUTHORITY ITEMS

- | | | |
|-----|--|--------------------------|
| 11. | Statement of Accounts for year ending 31 March 2020 | <i>(Pages 109 - 162)</i> |
| 12. | Budget Monitoring Report - Period 2 | <i>(Pages 163 - 168)</i> |
| 13. | Health and Safety: Annual Review of Performance in 2019/20 and plans for 2020/21 | <i>(Pages 169 - 180)</i> |
| 14. | Coronavirus Update and Contingency Planning | <i>(Pages 181 - 184)</i> |
| 15. | Projects and Waste Minimisation Update | <i>(Pages 185 - 190)</i> |
| 16. | Contracts and Operations Update | <i>(Pages 191 - 194)</i> |
| 17. | Procurement Update | <i>(Pages 195 - 200)</i> |
| 18. | Any other Urgent Business | |

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

19. Nil

Meeting details:

This meeting is open to the press and public and can be viewed on www.harrow.gov.uk/virtualmeeting

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