

At a meeting of the West London Waste Authority held on Friday 24 March 2017 at 10.00 am at the Committee Room 5, Harrow Civic Centre, Station Road, Harrow, HA1 2XY.

Present:

Councillor Bassam Mahfouz (Chair)

Councillor Amritpal Mann (Vice-Chair)

Councillor Pamela Fleming, Councillor Graham Henson and Councillor Eleanor Southwood

Apologies for Absence

Councillor Keith Burrows

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46. Declarations of interest

There were no declarations of interest.

47. Minutes of the meeting held on 27 January 2017

RESOLVED: That the minutes of the meeting held on 27 January 2017 be taken as read and signed as a correct record.

48. Business Plan 2017-20

Members received a report which provided details of the Authority's Business Plan for the years 2017/20 and provided details of the key activities which represents a change to the Authority's approach to market risk and maximising assets.

Emma Beal, Managing Director, outlined the content of the report which included the background to the joint municipal waste management strategy, the remaining target to recycle and compost 50% of municipal waste by 2020, the proposed campaigns and the challenges ahead. She reported that a number of added value areas had been identified and that it was being proposed to the boroughs Environment Directors that the Authority take on the responsibility for matters such as data entry so that information and knowledge could be shared. In addition it was being recommended that Environment Directors work together to prepare a commercial strategy for recycling.

Members then had a detailed discussion on the contents of the Plan. Emma Beal advised that by agreeing to the business plan the Authority was agreeing that the actions proposed were the way forward.

In relation to Harrow, cost savings in terms of delivery of food waste to Victoria Road transfer station had not yet been realised due to delays associated with HS2. Members were advised that a planning application would have to be put forward for consideration

and would have to follow due process. The current project delivery date without any risks or delays outside the control of the Authority is the end of 2018. The Contracts Manager added that the Authority had worked in consultation with Harrow to achieve the best and lowest cost outcomes. The Member responded that some of the borough's contracts were due for renewal in 2018 and officers would discuss with the Authority.

Members expressed support for a cross West London Waste Strategy but indicated that they would be concerned if a member authority deviated from a decision agreed by the Authority. The consensus was that it was advantageous for member authorities to work together and for consistency across boroughs, particularly in terms of charges for particular services. This improved transparency and made it easier for residents to understand. Keith Townsend, Chief Technical Adviser, reported that there had been previous attempts to unify the approach taken by boroughs and that it would be useful to have a further discussion on this issue. He added that a separate written briefing setting out the options available to the Authority may assist Members.

In response to the question as to how realistic the 50% recycling target was, the Members were advised that there were some limitations to the impact the Authority can have, for example collection methodology. The Authority could have an impact in provision of information over a wider area and this would be useful particularly as, for example, some boroughs became more densely populated.

A Member commented that the six boroughs were not dissimilar and that in terms of harmonisation it should be possible to find models that suited/ worked for all parties. As an Authority boroughs should be able to work together to achieve the 50% recycling rate target. This view was supported by other Members.

Keith Townsend reported that London Environment Directors had commissioned work in relation to Houses in Multiple Occupation and guidance would be circulated to officers within the boroughs. A planning guidance document had also been prepared in order to provide the opportunity for boroughs to embed guidance in planning policy in the longer term.

Emma Beal advised that the Authority would run a campaign to remove metal from bins. In response to a question as to whether there should be borough campaigns in relation to the recycling of metal, she stated that there was a need to focus on food waste due to the cost differential and that is where there was a greater impact on cost and recycling rates.

RESOLVED: That

- (1) the Business Plan for 2017/20 be approved;
- (2) the added value recommendations to the Joint Municipal Waste Management Strategy Review with Borough Environment Directors be approved;
- (3) a commercial waste and recycling strategy in the Joint Municipal Waste Management Strategy Review be developed with Borough Environment Directors.

49. Contracts and Operations Update

Members received a report which provided an update on the Authority's various waste treatment arrangements.

Ken Lawson, Contracts Manager, reported that, in terms of the West London Residual Waste Services Contract and the oscillation of the stacks at the Severnside Energy Recovery Centre, he would provide an update at the next meeting as the results of the investigation were awaited.

RESOLVED: That the report be noted.

50. Annual Procurement Plan 2017/18

Members received report which provided details of the Authority's Annual Procurement Plan for 2017/18 as well as a list of the major contracts that would require action in year.

Ken Lawson, Contracts Manager, reported that the Authority's Contract Register would be published on line by the end of March.

RESOLVED: That

- (1) the Annual Procurement Plan for 2017/18 be approved; and
- (2) it be noted that the Contracts Register for 2017/18 would be published on the Authority's website.

51. Waste Minimisation - The proposed Waste Minimisation Plan for 2017/18

Members received a report which sought approval to the proposed Waste Minimisation Plan 2017/18.

Sarah Ellis, Waste Minimisation Co-ordinator, outlined the content of the report and stated that there was more of an appetite from the boroughs to consider a wider range of activities in 2017/18. One activity was to work with 3 boroughs (Brent, Ealing and Richmond) to look at good practice and develop bespoke project plans to increase recycling of food waste. The Authority had increased its aspiration for going out and talking to residents and in addition the trialling of surveys to understand whether participants in our activities would recommend them to a friend was being considered.

A Member sought clarification in terms of home composting of green waste and was advised that this had not received as much focus due to the increase in residents residing in flats/apartments. Advice was, however, available on the Authority's website and also at various events. Emma Beal added that this issue was a good example of waste minimisation having an impact on recycling rates and would be considered in the development of the communications strategy.

In response to a question in relation to a borough nappy scheme and its links to the new west London washable nappy pack, the officer explained that she had understood the scheme in question had ceased as an efficiency saving. An alternative type of nappy scheme was operated in the North London Waste Authority area as well as Bexley and Tower Hamlets.

The Chair advised Members that Sarah Ellis had been appointed as the new Operations

Manager for the Authority. Members offered their congratulations.

RESOLVED: That the proposed Waste Minimisation Plan for 2017/18 be approved.

52. Budget Monitoring Report Period 10 (January)

Members received a report which provided an update on the financial position of the Authority, the key operational performance indicators, next year's key performance indicators (KPIs), delegated financial decisions and changes to the 2017/18 timetable for the approval of accounts.

Jay Patel, Head of Finance, introduced the report and advised that the KPI s were on target. He also reported that accounting items would be considered earlier in the next financial year.

A Member raised the issue of garden waste and whether there had been an increase in fly tipped garden waste as a result of some boroughs introducing charges.

Officers advised that garden waste figures tended to fluctuate and there was no information about such waste being fly tipped.

RESOLVED: That

- (1) the current financial position in 2016/17 to period 10 and Key Performance Indicators for period 10 and 2017/18 be noted;
- (2) the financial decisions taken under the Scheme of Delegation to Officers be noted;
- (3) the shorter timescale for approving audited accounts and consequent changes to key meetings be noted.

The meeting finished at 11.15 am.

The minute taker at this meeting was Alison Atherton.