

At a meeting of the West London Waste Authority held on Friday 20 September 2019 at 10.00 am at the Committee Room 5, Harrow Civic Centre, Station Road, Harrow, HA1 2XY.

**Present:**

Councillor Graham Henson (Chair)

Councillor Guy Lambert, Councillor Mik Sabiers and Councillor Julia Neden Watts

**Apologies for Absence**

Councillor Keith Burrows and Councillor Krupa Sheth

**23. Apologies for absence**

Apologies for absence were received from Councillors Keith Burrows and Krupa Sheth.

The Clerk advised that Councillor Burrows 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.

**24. Declarations of interest**

There were no declarations of interest.

**25. Minutes of the meeting held on 28 June 2019**

**RESOLVED:** That the minutes of the meeting held on 28 June 2019 be taken as read and signed as a correct record.

**26. Operations Update**

Members received a report which provided an update on the Authority's operations.

Sarah Ellis, Operations Manager, outlined the content of the report drawing attention to the decrease in the number of preventable near misses on site for the period May to July 2019. Emma Beal, Managing Director, advised that near miss reporting was likely to increase as a result of raising awareness but the near misses were likely to become smaller in nature.

Following a Member's suggestion that all job descriptions include reference to employees' responsibility for Health and Safety, Jay Patel, Head of Finance stated that this could be flagged in the brief to the HR Consultant and discussed with the management team together with other factors for potential inclusion.

In response to a Member's question in relation to the disposal of asbestos and the need to ensure that staff were trained in handling this material, the Operations Manager reported

that Twyford accepted asbestos waste from each of the six constituent boroughs. There were procedures in place if an individual tried to dump asbestos at the site.

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

## **27. Projects Update**

Members received a report which provided an update on the Authority's efficiency and joint working projects.

Peter Tilston, Projects Director, outlined the content of the report and provided an update on the procurement for the MRF. He advised that the biggest impact would be on the recycling of materials (collections and processing) and that there was currently too high a risk for an Authority wide contract. Two interim contracts would be live by April 2020 and June 2020. The Managing Director added that the relevant legislation would be available in 2021.

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

## **28. Contracts Update**

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

Tom Beagan, Senior Contracts Manager, introduced the report and, following requests from Members, undertook to circulate the Authority's report on carbon measuring and to quantify the increase in cost of dealing with waste 'out of hours' from 1 October 2019.

**RESOLVED:** That (1) the report be noted;  
(2) the Managing Director, following consultation with the Chair and the Chief Technical Advisor, be authorised to award the contracts for out of hours waste.

## **29. Waste Minimisation Update**

Members received a report which provided an update on the Authority's waste minimisation activities.

Mildred Jeakins, Waste Minimisation Manager, outlined the content of the report and noted the comments made by Members as follows:-

- There appeared to be a correlation between the amount of food waste collected and deprived areas in that residents were more likely to buy vegetables in bulk/ more cheaply therefore resulting in increased waste;
- There was a need to prioritise missed food collection waste over refuse bin collection;
- Further consideration/ work was required to promote the use of reusable nappies.

In terms of reusable nappies, the Waste Minimisation Officer advised that the officers were in contact with National Childbirth Trust (NCT) groups and had visited libraries in order to promote the use. Members suggested that the National Association of Health Visitors and use of appropriate and relevant Facebook groups might also assist with the promotion of the scheme.

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

### 30. 2019/20 Budget Monitoring Report Period 4

Members received a report which provided an update on financial and operational matters.

Jay Patel, Head of Finance, reported that, in summary, the Authority was on track in terms of budget.

**RESOLVED:** That (1) the current financial position and forecast for 2019/20 be noted;  
(2) the Key Performance Indicators be noted;  
(3) the financial decisions taken under the Scheme of Delegation to officers be noted;  
(4) the update on the exercise to validate Household Reuse and Recycling Centres waste flows be noted.

### 31. Treasury Management Update including 2018/19 Outturn

Members received a report which provided an update on treasury management activities.

**RESOLVED:** That (1) the treasury management outturn for 2018/19 be noted;  
(2) the update for the current year, including the treasury management and prudential indicators, be noted.

### 32. Any other urgent business

During the course of the meeting, Members agreed to have a discussion on each constituent authority's priorities in order to provide officers with a steer for the Authority's short and long term plans and to determine whether there was any consensus/ clear focus moving forward.

Members commented/ raised issues as follows:-

- (a) Waste minimisation in light of tackling climate change
- (b) Public awareness of waste related issues
- (c) Traffic issues in the areas surrounding HRRCs and working to reduce car movements across boroughs in light of air quality issues
- (d) Plastics and their disposal overseas and whether this material could be dealt with locally
- (e) Data needed to be effective, correct and timely
- (f) To make progress on initiatives it was necessary to see the impact of the work carried out by the Authority
- (g) Finding solutions for more challenging types of waste
- (h) Measurement of targets – how?
- (i) Consistent measures /figures and regularity of data
- (j) Pressure needed to put on central government to take the lead on plastics ie producer responsibility, public awareness, lobbying ministers. There was a need to be proactive rather than reactive. Involving citizens builds communities.
- (k) Reduction of residual waste
- (l) There was a need for 'joined up' thinking/working across boroughs
- (m) For 2030, standardisation across boroughs should be supported but that this should also be in line with central government eg collection methodology.

Keith Townsend, Chief Technical Officer, made the following observations:

- (a) There was a need to consider disposal capacity in the medium term;
- (b) That he endorsed cooperation between boroughs
- (c) Behavioural change was a long term issue eg encouraging residents not to drive

around the boroughs in order to drop off waste.

The Managing Director thanked Members for their thoughts/ views which would assist in shaping the way forward for the Authority. She advised that a report would be prepared for a future meeting and commented that 'joined up' thinking/working was a key opportunity. The Chair requested that a report on the direction of travel be submitted to the next meeting and that Members forward any further ideas for inclusion in the short and long term plans for the Authority to the Managing Director.

### **33. 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 for the reasons set out below:

<u>Item</u>	<u>Title</u>	<u>Reason</u>
12.	Treasury Management Update including 2018/19 Outturn	Information under paragraph 3 (contains information relating to the financial or business affairs of any particular person (including the authority holding that information)).

### **34. Treasury Management Update including 2018/19 Outturn**

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

**The meeting finished at 11.25 am.**

The minute taker at this meeting was Alison Atherton.