

ITEM 3**Paper No. WRWA 22-08****WESTERN RIVERSIDE WASTE AUTHORITY**

MEETING	23 rd June 2022
REPORT AUTHOR/DATE	Clerk (Contact Mark Broxup - Tel. 020 8871 2788) 15 th June 2022
SUBJECT	A Report confirming, for 2022/23, the appointment of members, to establish the audit and appointment sub-committees (if required), including alternate members, and the appointment of Authority representatives for each Constituent Council.
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STATUS	Open
BACKGROUND PAPERS	None

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EXECUTIVE SUMMARY

1. This report confirms the membership of the Authority for the year 2022/23, establishes audit and appointments committees (should they be required), including alternate members, and appoints an Authority Representative for each Constituent Council.

MEMBERSHIP OF THE AUTHORITY

2. Each of the Constituent Councils has confirmed that their appointments to the Authority are as follows:

Hammersmith & Fulham Council

Councillor W. Harcourt and Councillor S. Holder

Royal Borough Kensington and Chelsea Council

Councillor J. Husband (Chairman 2021/22) and Councillor Will Pascall

Lambeth Council

Councillor R. Chowdhury and Councillor J. Meldrum

Wandsworth Council

Councillor J. Gasser and Councillor L. Cooper

SUB-COMMITTEES

3. Currently there is no business anticipated that requires the Authority to establish a sub-committee. If a sub-committee is formed the Authority will stipulate its terms of reference. Sub-Committees will consist of one appointed Authority member from each of the Constituent Councils but, if an Authority member nominated to a committee is unable to attend, the other Authority member for that Constituent Council may act as an alternate. If the Chairman and/or Deputy Chairman is appointed to a sub-committee they perform their respective roles on the sub-committee and standing orders relating to the conduct of meetings and voting which apply to Authority meetings also apply to sub-committees.

APPOINTMENT OF AUTHORITY REPRESENTATIVES

4. Section 41 of the Local Government Act 1985 requires the Authority to put in place arrangements:

“for enabling questions on the discharge of the functions of a joint authority to be put in the course of the proceedings of any constituent council by members of that council for answer by a member of it who is also a member of the authority and is nominated by the authority for that purpose.”

5. The Authority is asked to nominate, from its membership, one Member from each of the Constituent Councils to answer questions on behalf of the Authority, put by other Members of his/her Constituent Council in the course of council proceedings, pertaining to the discharge of the Authority’s functions for the year 2022/23.
6. Each constituent council has suggested that the following be nominated for their council:

Council	Member
Hammersmith & Fulham Council	Councillor W. Harcourt
Royal Borough Kensington and Chelsea Council	Councillor J. Husband
Lambeth Council	Councillor R Chowdhury
Wandsworth Council	Councillor J. Gasser

ALTERNATE ARRANGEMENTS

7. Unless a member resigns, a month must elapse between the termination and appointment of a new Authority member by a Constituent Council. If a member resigns the Authority will inform the Constituent Council which has 30 days to appoint a replacement. There is no mechanism that permits a Constituent Council to appoint a deputy or substitute Authority members.

RELATED PARTY TRANSACTIONS

8. The Code of Practice on Local Authority Accounting places a statutory obligation on Authority Members and Senior Officers to declare what are termed ‘Related Party Transactions’ (“RPT”) with the Authority. The Code requires all local authorities to attach RPTs as a note to their audited annual accounts.

9. Advice from the Authority's external auditors is that Members and senior officers need a signed declaration at the end of each financial year. A declaration form and an explanatory note was sent to all members and senior officers in relation to the 2021/22 financial year on 24th April 2022 with a request that they be returned by 30th April 2022 and all the requested RPT forms have been received.

DISCLOSABLE PECUNIARY INTERESTS

10. Paragraph 36(i) of the Authority’s Standing Orders requires all members of the Authority to register annually any disclosable pecuniary interests as defined in regulations issued under the Localism Act 2011.

11. The Deputy Clerk sent disclosure forms to all Authority members for 2022/23 on 15 June asking for completed forms to be returned by 30 June 2022. Officers will report back to the September Committee, should any forms remain outstanding at that time.

RECOMMENDATIONS

12. It is recommended that the Authority:

- a) appoints the members, as suggested by each constituent council, to be the Authority representatives to answer questions on behalf of the Authority put by other Members of his/her Constituent Council in the course of council proceedings;
- b) instruct officers to remind Councillors to return their Disclosable Pecuniary Interest forms for 2022/23 as soon as possible; and
- c) otherwise receives this report as information.

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CLERK

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15th June 2022