

**MINUTES (OPEN VERSION (VERSION B)) OF THE MEETING OF THE
WESTERN RIVERSIDE WASTE AUTHORITY**

**HELD AT THE TOWN HALL (ROOM 123), WANDSWORTH HIGH STREET, SW18
ON WEDNESDAY, 25TH JANUARY, 2022 AT 7.00 P.M.**

NOTE: These minutes are to be read in conjunction with the agenda papers relating to the meeting on 25th January 2022.

(For ease of reference these minutes include both open and exempt information, the latter being underlined).

PRESENT

- | | |
|---------------------------------------|------------------------------------|
| Kensington and Chelsea Council | - Councillor J. Husband (Chairman) |
| | - Councillor M. Weale |
| Lambeth Council | - Councillor J. Meldrum |
| Wandsworth Council | - Councillor R. Morgan |
| | - Councillor Mrs. Sutters |

In attendance:

- | | |
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| WRWA | Mark Broxup – General Manager Chris Buss – Treasurer Bayo Dosunmu – Clerk (attended virtually) |
| | Katherine Burston – Deputy Treasurer (attended virtually) Thayyiba Shaah – Deputy Clerk |
| Hammersmith & Fulham Council | Annie Baker - Assistant Director – Street Environmental Services (attended virtually) Richard Shwe – Assistant Director Environment - Recovery |
| Kensington and Chelsea Council | Matthew Lawrence – Head of Waste and Street Enforcement |
| Lambeth Council | Doug Perry – Assistant Director Environment Public Protection & Regulatory Services |

APOLOGIES FOR ABSENCE

Apologies for absence received from Councillors Harcourt, Dr. Hashi and Morton.

DECLARATIONS OF INTEREST

Councillor Morgan disclosed a connection in any relevant matter insofar as he is a resident in a block in Kirtling street which overlooks Cringle Dock.

MINUTES OF THE MEETING OF THE AUTHORITY HELD ON 10TH NOVEMBER 2021

On item 2 it was –

RESOLVED - That Version A (the closed version) of the minutes of the Authority held on 10th November 2021 be confirmed and signed as a correct record, and that version B be confirmed as the open summary of these minutes.

FORWARD PLAN (PAPER NO. WRWA 22-01)

On item 3 (Paper No. WRWA 22-01) the General Manager introduced the report.

It was then

RESOLVED to receive this report as information.

GENERAL MANAGER'S REPORT (PAPER NO. WRWA 22-02)

On item 4 (Paper No. WRWA 22-02) the General Manager introduced the report and advised that in paragraph 18 of the report the figure quoted of £25,000 should be amended to £20,000, so that the sentence reads (amendment shown in bold):

“It is also proposed to keep in place a **£20,000** budget for any campaigns that may be appropriate to the Government’s plans to introduce new waste management legislation.....”

Members of the Authority were also asked, and agreed, to the following additional recommendation: “Members are requested to approve the proposed communications budget of £45,000 for Financial year 2022/23, which remains at the same level compared to the Financial year 2021/22 budget”.

The General Manager introduced Ms Andrea Keys, the newly appointed Deputy General Manager, to the Authority. The General Manager stated that as the applications received for the post of Assistant General Manager had been unsuitable, HR advice had been sought on the option of promoting from within and the consequent staffing restructure. Following consultation with the Treasurer and the Clerk, Ms Devane has been appointed as the Assistant General Manager. In response to a question from Councillor Weale, the General Manager advised that due diligence/process had been followed in deciding to appoint internally. The General Manager confirmed that Ms Devane had not applied initially because of

personal circumstances. The restructure would mean two additional members of staff would be appointed which would add to the resilience of the team in relation to data collection and administrative duties.

When considering the recommendation to extend Mr. Buss' appointment as Treasurer until 30th November 2023, Mr. Buss left the Committee room and, therefore, was not party to the discussion. The Chairman commented that both the Treasurer and Clerk roles were significant and it had been fortuitous that Mr. Walker wished to retire when he did and Mr. Buss was willing to continue as Treasurer, and consequently the Authority did not lose two key officers with a vast array of experience and knowledge at the same time. The Authority agreed to extend Mr. Buss's employment as Treasurer until 30th November 2023 and the process to appoint his replacement as described in paragraphs 43 to 45 of the paper.

In relation to the Wandle Delta Masterplan, the General Manager sought the addition of a further recommendation as follows:

“approval also be given to the Authority to submit a pre-planning application with an indicative masterplan layout for the Institute/Feathers Wharf site, at an estimated cost of £15k, which would initiate a formal process of dialogue with the Council and could be referred to in future consultation submissions.”

Councillor Mrs Sutters questioned the need to consult with different departments within Wandsworth Council. The General Manager advised that input from different departments was necessary as not all of them would be in agreement with the current proposals. Therefore, a “joined up approach” would be beneficial. In addition, the view held by officers of the Authority was that the land was more suited to mixed use; and given the statutory duty the Authority has and especially the new responsibilities arising from the Environment Act, the Authority would be under a duty to provide new/additional facilities for its constituent councils, for e.g., for food and green waste. Losing land would impact on how and from where these new facilities would be provided.

The Treasurer added that as the landowner of the strip of land down the River where the largest area of green space was being proposed, the Authority would clearly be at a disadvantage, i.e., a valuable asset belonging to the Authority would be used to create this vast open space.

It was agreed at the request of Councillor Mrs Sutters that she would take this Paper to the Wandsworth Leader's meeting for further consideration.

In relation to further questions asked, the General Manager and Treasurer advised between them that:

- Pickers – there has been a restructure in some of the shift patterns to alleviate challenges posed.
- Predictions for general waste delivered – it is for the Constituent Councils to forecast their tonnage.
- Education and Communications – officers confirmed that headphones for use during the tour of the transfer site had been bought.

- Communication plan – Financial year 2022/2023 – it is proposed to keep in place a £20,000 budget for any campaigns that may be appropriate to the Government’s plans to introduce new waste management legislation covering matters such as compulsory food and garden waste collections, a deposit return scheme and extended producer responsibility for packaging. This budget, if required, would be funded from the Recycling Reserve which currently has a balance of £250,000.
- Waste and recycling statistics - A number of Members thanked the General Manager for the statistical information provided in the report.

It was then

RESOLVED to:

- a. endorse the draft plan, attached as Appendix B to this report, of how Cory and the Authority might approach a joint communications campaign on plastics and instruct officers to work with Cory to refine and begin to deliver it with progress being reported to a future Authority meeting;
- b. approve the proposed communications budget of £45,000 for Financial year 2022/23, which remains at the same level compared to the Financial year 2021/22 budget;
- c. approve the new staffing plan as described in paragraphs 39 to 42 above;
- d. agree an extension to Mr Buss’s employment as Treasurer until 30th November 2023 and the process to appoint his replacement as described in paragraphs 43 to 45 above;
- e. instruct officers to action the points outlined in paragraph 50 above with respect to the Wandle Delta Masterplan (and as set out below)
 - i. arrange discussions with the Council to ensure that all its departments are “joined up” in respect of the opportunities that Feathers and Institute Wharves provide;
 - ii. submit further detailed representations on the draft Local Plan (see paragraph 51 below) to emphasise that the redevelopment of the combined Feathers/Institute Wharf sites needs to be clearly focussed on mixed-use development albeit with some open space by the mouth of the Wandle;
 - iii. submit a pre-planning application with an indicative masterplan layout for the Institute/Feathers Wharf site, at an estimated cost of £15k, which would initiate a formal process of dialogue with the Council and could be referred to in future consultation submissions; and
- f. otherwise receive this report as information.

AUTHORITY'S BUDGET AND LEVY FOR 2022/23 AND THE PROSPECTS FOR 2023/24 AND BEYOND (PAPER NO. WRWA 22-03)

On item 5 (Paper No. WRWA 22-03) the Treasurer introduced the report.

In response to questions the Treasurer advised that:

- Co-mingled recyclate rates – the Authority had received a beneficial rate, i.e. 50% of the contracted rate, for a number of years up to April 2021. In addition, the reason why reserves are not expected to decrease as predicted in 2021/22 was because the Authority is expecting to receive almost the same amount in income from recyclates as it was expecting to subsidise the rate for the boroughs. Should the recyclate market remain as high as it is currently in that the income exceeds the expected draw on reserves to subsidise rates, then the Authority would be able consider passing on the income to the constituent boroughs. However, it should be remembered that the recyclate market is highly volatile and unpredictable.
- Reserves – Any surplus at the end of the year, together with any triad payments would be added to the existing reserves. Such reserves are not subject to a statutory ring-fence.
- Indexation – The contract index figures run from December to December.
- Charges for contaminated co-mingled recyclates – if the constituent councils deliver co-mingled recyclates that are contaminated, they are charged both the rate as recyclate plus general waste. This has always been the charging arrangement for contaminated tonnage.

It was then

RESOLVED to approve:

- (a) a revised gross expenditure budget for the Authority of £53.2 million for 2021/22 (£48.4m directly determined by direct tonnage delivered and £4.9 million paid for by the Levy) and £57.0 million for 2022/23 (£51.6 million directly determined by direct tonnage delivered and £5.4 million paid for by the Levy), as presented in the Budgets for Direct costs and Levy costs in Appendices B and C;
- (b) the AWDC rates to apply for 2022/23 as detailed on page 6 and note the arrangements for recharging contaminated recyclate;
- (c) the arrangements for setting up and funding a capital reserve including the transfer of any eventual underspend in 2021/22;
- (d) the basis of cost recovery as set out in the report, including the residual Levy figure of £4.493 million for 2022/23 for the Treasurer to apportion and issue the levy among the constituent councils in line with the actual constituent council's council tax bases for 2022/23; and
- (e) the Authority's proposed use of reserves for the period to 2024/25, which will be subject to review annually when budgets are set

TREASURY MANAGEMENT AND CAPITAL STRATEGY FOR 2022/23 (PAPER NO. WRWA 22-04)

On item 6 (Paper No. WRWA 22-04) the Treasurer introduced the report.

It was then

RESOLVED to:

- (a) adopt an Authorised Borrowing Limit and Operational Boundary for 2022/23 of £5 million;
- (b) agree to the borrowing policy outlined in paragraph 12;
- (c) agree to the MRP policy in 2021/22 and 2022/23 outlined in paragraphs 13-14;
- (d) agree to the investment policy outlined in paragraph 15;
- (e) note the 'Prudential Indicators' contained in the Appendix to this report, including newly specified borrowing and investment policies and the capital strategy; and
- (f) otherwise receive this report as information

FUTURE EXTERNAL AUDIT ARRANGEMENTS (PAPER NO. WRWA 22-05)

On item 7 (Paper No. WRWA 22-05) the Treasurer introduced the report.

It was then

RESOLVED to opt into the national scheme for auditor appointments managed by PSAA as the "appointing person" and to authorise the Treasurer to submit the application to PSAA

2020/21 ANNUAL AUDIT REPORT (PAPER NO. WRWA 22-06)

On item 8 (Paper No. WRWA 22-06) the Treasurer introduced the report.

It was then

RESOLVED to receive this report as information.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED -

That, under Section 100A(4) of the Local Government Act 1972, members of the public and the press be excluded from the meeting whilst item 10 (Waste Management Services Agreement and potential redevelopment of the Cringle Dock Transfer Station (Paper No. WRWA 22-07)) is being considered because exempt information, as described in paragraphs 3 and 5 of Part 1 of Schedule 12A to the Local Government Act 1972, is likely to be disclosed.

WASTE MANAGEMENT SERVICES AGREEMENT AND POTENTIAL REDEVELOPMENT OF THE CRINGLE DOCK TRANSFER STATION (PAPER NO. WRWA 22-07)

On item 10, (Paper No. WRWA 22-07) the General Manager introduced the report. Following discussion, it was

RESOLVED to approve the recommendations in paragraph 43 of the report.

The meeting ended at 8.30 p.m.