

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

**HELD AT THE WANDSWORTH TOWN HALL, WANDSWORTH HIGH STREET,
LONDON, SW18 2PU ON WEDNESDAY 23 NOVEMBER 2022 AT 7.00
PM**

NOTE: These minutes are to be read in conjunction with the agenda papers relating to the meeting on Wednesday 23 November 2022.

PRESENT

Hammersmith and Fulham Council

Councillor Wesley Harcourt (Chair)

Councillor Sharon Holder

Kensington and Chelsea Council

Councillor Johnny Thalassites

Councillor Will Pascall

Lambeth Council

Councillor Rezina Chowdhury (Vice Chair)

Councillor Jackie Meldrum

Wandsworth Council

Councillor Judi Gasser

Councillor Leonie Cooper

IN ATTENDANCE:

Bayo Dosunmu – Clerk

Wayne Chandai – Deputy Clerk

Chris Buss – Treasurer

Mark Broxup – General Manager

Rachel Espinosa – Deputy General Manager

Katherine Burston – Deputy Treasurer (virtual)

Guests

Mo Ramzan – Deloitte (Auditors – virtual)

Borough Technical Officers

Doug Perry – Lambeth

Annie Baker – Hammersmith & Fulham

Matthew Lawrence – Kensington and Chelsea

Mark Allen - Wandsworth

1. DECLARATION OF PECUNIARY INTERESTS

There were no interests to be declared.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 21 September 2022 were agreed as a correct record of the proceedings. The closed minutes of the meeting held on 21 September 2022 were agreed as a correct record of the proceedings.

Members requested that a list of actions be produced for each meeting to keep a track of any actions agreed in meetings.

Resolved:

1. That the open and restricted minutes of the of the meeting held on 21 September 2022 be agreed as a correct record of the proceedings and that the open version be approved as a public summary.
2. The Deputy Clerk to produce an action list ahead of each meeting.

3. AUDIT (WRWA PAPER NO. 22-31)

Chris Buss, Treasurer, and a representative from Deloitte, the Authority's external auditors, introduced the report. In response to points raised by Members, the Treasurer and Deloitte's advised the following:

- A number of key messages were highlighted on page 3 of the audit report.
- The audit was now complete and waiting for the representation letter to be signed and submitted.
- A full evaluation of the Authority's property assets had been undertaken.
- The audit could not be signed off until Members approved the representation letter.
- Assets were normally valued every five years, but the process was brought forward to 2022.
- All local authority pension funds were reviewed triennially. The revaluing of pension fund would take place this year and Members would be notified shortly on the outcome.
- The markets were affected by events that took place earlier this year and that should be noted in the audit report to show that the Authority was aware of the economic changes that had taken place and responded accordingly.
- The papers for the audit report arrived quite late and Members did not have enough time to properly scrutinise them, and asked that the reports were circulated in line with the requirements of the Constitution.
- It was noted that interest on loans taken from the PWLB were at a fixed-rate.

Resolved:

1. To approve the Authority's Statement of Accounts.
2. To note the draft report from Deloitte relating to the Accounts for 2021/22.
3. To authorise the Treasurer to sign the Letter of Representation, and if there are changes needed that the Chair be consulted before the final letter is agreed.
4. To receive the report as information
5. That Members be informed of the outcome of the LPFA review of pension

scheme

6. That the Audit report (in future) was distributed in a timely manner, in line with the authority's publication requirements.

4. BUDGET FORECAST FOR 2022/23 (WRWA PAPER NO. 22-32)

Chris Buss, Treasurer, introduced the report.

- It was almost certain that EFW would be caught in the government's plans to implement a windfall tax.
- It was unclear how the Authority's contract with EFW would be affected as it was drawn up in 2002 before the implementation of the windfall tax. The Authority was taking advice from financial and legal advisors on this.
- The Treasurer needed confirmation from the Section 151 Officers in the constituent boroughs by early January about whether the Authority held any monetary surpluses as reserves to enable future charges increases to be mitigated or if they would prefer for the risks to be taken on themselves and surpluses returned in part or in full.
- The costs for consultants increased due to a range of factors including work being done on the implementation of the Environment Act 2021 and potential redevelopment of the authority's assets..
- The Authority had a small number of staff due to the fact that much of the work was specialist and undertaken by contractors which was a more cost effective approach
- The Authority's policy was to have a small number of key staff to carry out the administrative work, and if there was a need to supplement the staff, hires would be made on a temporary basis or consultants would be hired when more technical experience was needed.

Resolved:

- To note the report as information.
- To provide Members with costs of contractors which carried out work for the Authority
- To provide Members with information on the breakdown of recycle income at the next Authority meeting.

5. FORWARD PLAN (WRWA PAPER NO. 22-33)

Mark Broxup, General Manager, introduced the report. The following was noted:

- Members found a 6pm start for meetings to be difficult and settled on a 6.30pm start.
- Members agreed at the Annual General Meeting in June 2022 to rotate meetings between the constituent boroughs, however due to logistics, it was preferable that all Authority meetings were held in the borough where the deputy clerk were employed.
- Members raised concerns about the late finish of meetings, and commented that the improvements via the Governance review may make this better.
- The timetable for the waste and procurement strategies were attached to the forward plan report. Updates on the progress of the strategies would be provided at each meeting of the Authority.

Resolved:

1. To approve the Authority meeting dates as set out in Paragraph 9 subject to the February meeting being moved to the 9th February 2023.

2. That Authority meetings commence at 6.30pm
3. That Authority meetings be held at the Town Hall of the borough that employs the Deputy Clerk (currently Lambeth).
4. To approve that going forward, future Authority meetings be agreed annually at the AGM (up to and including the subsequent AGM)
5. To receive the report as information.

6. GENERAL MANAGER'S REPORT (WRWA PAPER NO. 22-34)

Mark Broxup, General Manager, introduced the report. The following was noted:

- The tonnage total was down by 5% which seemed to be common to other authorities.
- The Authority was doing well with dry recycling but headline figures are low due to very little garden waste being available in urban areas..
- The constituent boroughs were best placed to produce communications strategies for their individual areas, as they would know their residents better than the Authority.
- The Authority offered tours to schools and would provide an update on the number of schools that had attended.
- The Authority had no involvement in the food waste trials of the constituent boroughs beyond doing composition analysis.

Resolved:

1. To instruct officers to keep the matter of a Joint Communications campaign under review through the structure and context of the Joint Municipal Waste Strategy
2. To provide details to Members on how many tours and schools had taken place.
3. To receive the report as information.

CLOSE OF MEETING

The meeting ended at 9.28pm

CHAIR

Date of Despatch: 29 November 2022

Contact for Enquiries: Wayne Chandai

Telephone: 0207 926 0029

E-mail: wchandai@lambeth.gov.uk

This page is intentionally left blank