

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

**HELD AT THE LAMBETH TOWN HALL, 1 BRIXTON HILL, SW2 1RW ON
WEDNESDAY 14 JUNE 2023 AT 6.30 PM**

NOTE: These minutes are to be read in conjunction with the agenda papers relating to the meeting on Wednesday 14 June 2023.

PRESENT

Hammersmith and Fulham Council

Councillor Wesley Harcourt

Councillor Sharon Holder

Kensington and Chelsea Council

Councillor Johnny Thalassites

Lambeth Council

Councillor Rezina Chowdhury

Councillor Jackie Meldrum

Wandsworth Council

Councillor Leonie Cooper

Councillor Judi Gasser

IN ATTENDANCE:

Bayo Dosunmu – Clerk

Chris Buss - Treasurer

Mark Broxup – General Manager

Frances Devane – Assistant General Manager

Rachel Espinosa – Deputy General Manager

Katherine Burston – Deputy Treasurer

Wayne Chandai – Deputy Clerk

Borough Technical Officers

Cormac Stokes – Lambeth

Annie Baker – Hammersmith & Fulham

Matthew Lawrence – Kensington and Chelsea

Natasha Epstein - Wandsworth

APOLOGIES FOR ABSENCE

Apologies for absence received from Councillor Will Pascall (Kensington and Chelsea Council).

1A. ELECTION OF CHAIR AND DEPUTY CHAIR

It was moved by Councillor Cooper, seconded by Councillor Harcourt, and, with there being no other nominations:

RESOLVED unanimously that Councillor Chowdhury be elected Chair for Western Riverside Waste Authority for 2023/24.

Councillor Chowdhury then took the Chair for the election of Deputy Chair.

It was moved by Councillor Holder, seconded by Councillor Chowdhury, and, with there being no other nominations:

RESOLVED unanimously that Councillor Harcourt be elected Deputy Chair for Western Riverside Waste Authority for 2023/24.

1. DECLARATION OF PECUNIARY INTERESTS

There were none.

2. MINUTES OF THE PREVIOUS MEETING

Resolved:

That the open and restricted minutes of the of the meeting held on 09 February 2023 be agreed as a correct record of the proceedings and that the open version be approved as a public summary.

3. MEMBERS REPORT (WRWA PAPER NO. 23-11)

It was noted that the date of the Authority meeting on 15 February needed to be changed and a new date would be proposed at the next meeting.

Resolved:

- a) To agree the meeting dates set out in paragraph 3 above.
- b) To appoint 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, as set out in paragraph 9; and
- c) To otherwise receives this report as information.

4. FORWARD PLAN (WRWA PAPER NO. 23-12)

Members noted that the equality plan should cover the customers and wider stakeholders not just staff and officers.

Resolved:

- a) To receive this report as information.

5. OUTTURN REPORT (WRWA PAPER NO. 23-13)

In response to some of the questions and comments raised, Mr. Buss advised the following:

- The Authority agreed last year to undertake 3 work strands. That work would require external support and members have appointed some of the consultant to the work streams already, therefore incurring some costs against the consultants budget but the rest would be carried forward to 2023/24 budgets for continuation of the projects.

- Level of electricity prices remained uncertain, and it was noted that with inflation at current levels, but a reduction in electricity income, the inflationary impact would not be able to be funded by electricity income and would need to use reserves. The Treasurer advised that he recommended that money is held in reserves and that the situation be revisited in November.
- There are two pension valuations for the accounts – one completed annually for accounting basis which shows a surplus which is unusual as at March 2023 and the triennial valuation completed at March 2022. Basis of that is looking at the way investments are performing.
- It would be advisable that any discussion or decisions on reserves should be done in totality rather than looking at the different reserves separately.
- The Treasurer would usually meet twice per year with S151 Officers from each of the councils. The meetings were not minuted but would be going forward. It was also noted that it was quite difficult to get engagement at the appropriate level and Members were asked to speak to their S151 Officers to encourage engagement.

Resolved:

- a) To note the outturn position for 2022/23 (Table 1).
- b) To approve the carryover of £678,000 unused budget on consultants into 2023/24.
- c) To note the transfer of £1,416,000 to the Rates Stabilisation Reserve and £5,774,000 to the Capital Reserve; and
- d) To note the continued principle of the redemption of debt from reserves as far as practicable

6. RISK STRATEGY (WRWA PAPER NO. 23-14)

In introducing the report, the Treasurer thanked members for suggesting a different format by adding risk ratings

In response to some of the questions raised, the Treasurer advised the following:

- Stakeholders knew our position on various work streams, and he did not consider any particular area to be commercially sensitive.
- He welcomed the suggestion about regular reporting and agreed to report every six months maybe only to those with a Red RAG rating, with some risks listed on a confidential basis going forward if appropriate.
- The quorum for Authority meetings was two members and he did not feel that was a risk as attendance at meetings was always very good. Seeking members for some of the other sub committees was difficult and the impact of that (delays to work streams) should be included on the register

Members made the following comments and observations:

The risk register did not include cyber-crime specifically and that needed to be considered and it was resolved to add the words 'cyber crime' to the 'Loss of Data' risk

RESOLVED:

- a) To review the Health and safety risk following the outcome of the H&S report due after the fatality

7. AUDIT PLAN (WRWA PAPER NO. 23-15)

Members asked if further training could be given on their responsibilities in accordance with the plan. It was also noted that Climate Impact was mentioned within the audit plan – this is a continuous element of WRWA included within the Annual Report.

Resolved:

- a) To accept the level of materiality and misstatement outlined on page 7 of the plan; and
- b) To otherwise receive this report as information

8. GENERAL MANAGER'S REPORT (WRWA PAPER NO. 23-16)

The General Manager, Mark Broxup introduced the report and highlighted the following:

- The education programme to focus on older pupils so from key stage two (instead of key stage one).
- Due to the incident the adults of tours at the MRF had not restarted as yet but hoped that they would in the near future.

The Chair gave a brief update on the Governance Working Group and highlighted:

- That the working group had met once a month since its inception and covered a range of topics including, meeting administration, Ways of working, The Constitution and Stakeholder engagement.
- The final report was due to be presented at the September meeting.
- Stakeholders in our respective authorities, and other relevant stakeholders were contacted to give their views.
- The draft report will be shared ahead of publication for comments and views.

Members made the following observations:

- Cllr Thalassites on behalf of Cllr Pascall requested that the constitution be reviewed by the Authority officers and those from each of the Constituent Councils.
- Structures and reporting lines within the Authority need reviewing and more clarity was needed around executive and non-executive functions.

Resolved:

- a) That Authority officers and officers from each of the Councils review the constitution and provide any feedback to the Working group, including feedback on structures and reporting lines.
- b) To otherwise receives this report as information.

9. JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY REPORT (WRWA PAPER NO. 23-17)

The Deputy General Manager, Rachel Espinosa gave a brief overview of the report.

Members asked if the consultation events could be more streamlined and if the consultants could ensure there was more opportunity for members to engage.

Resolved:

- a) To note the report as information.

10. PROCUREMENT STRATEGY REPORT (WRWA PAPER NO. 23-18)

The Deputy General Manager, Rachel Espinosa gave a brief overview of the report and confirmed that the RVA, the 14-year extension and the gate fee drops would be considered as part of the procurement strategy.

Resolved:

- a) To approve the placing of a Prior Information Notice in Contracts Finder, to engage with prospective suppliers and gain interest from the market.
- b) To note the decisions scheduled for approval at the meeting of this Authority due in September; and
- c) otherwise receive this report for information.

CLOSE OF MEETING

The meeting ended at 9.20pm

CHAIR

Date of Despatch:

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