

WESTERN RIVERSIDE WASTE AUTHORITY

NOTE: These minutes are to be read in conjunction with the agenda papers relating to the meeting on 20th September 2017.

Minutes of the meeting of the Western Riverside Waste Authority held at the Town Hall (Room 122), Wandsworth High Street, SW18 on 20th September 2017 at 7pm.

PRESENT

Kensington and Chelsea Council	– Councillor P. Warrick (Chairman)
	– Councillor M. Palmer
Hammersmith & Fulham Council	– Councillor M. Cartwright
	Councillor W. Harcourt
Lambeth Council	– Councillor J. Brathwaite
Wandsworth Council	– Councillor J. Cook (Deputy Chairman)
	– Councillor G. Senior

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Atkins.

DECLARATIONS OF INTEREST

The Chairman declared an interest in this item in so far as he is an underwriter for Lloyd's Insurance.

MINUTES

On item 2 it was **RESOLVED** - That version A (the closed version) of the minutes of the Authority held on 28th June 2017 be confirmed and signed as a correct record, and that version B be confirmed as the open summary of the minutes.

REVIEW OF THE AUTHORITY'S GOVERNANCE ARRANGEMENTS AND PUBLICATION OF THE ANNUAL GOVERNANCE STATEMENT FOR 2016/17. (PAPER NO. WRWA 835).

The Treasurer introduced the report. Following discussion it was

RESOLVED to approve the proposed Annual Governance Statement for 2016/17 for signature and publication with the Authority's accounts for 2016/17.

REPORT OF THE TREASURER ON THE AUTHORITY'S AUDITED ACCOUNTS FOR 2016/17. (PAPER NO. WRWA 836).

Jo Lees and Antony Smith from KPMG attended for this item.

The Treasurer introduced the report and tabled an amendment to the Letter of Representation as set out below:

'Specific representation

12. *in relation to the Land and Property elements of the Property Plant and Equipment balance, included in the balance sheet as at 31 March 2017, the Authority confirms that:*

- *These assets included in the Balance Sheet are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their fair value at the year-end; and*
- *Having completed a determination of the carrying value of these assets, the Authority is satisfied that the carrying amount of these assets does not differ materially from that which would be determined using the current value at 31 March 2017.'*

The Treasurer advised that the amendment was necessary as the Auditors had requested a fresh valuation of the Authority's assets but due to their specialist nature, it has been agreed that the valuation is appropriate and a new valuation will take place at the end of 2016/17.

The Treasurer advised that the Authority had opted into PSAA's (Public Sector Audit Appointments Limited) auditor appointment arrangements (Paper No. WRWA 811, September 2016) for the provision of auditors from 2018/19 for a period of 5 years. Under regulation 13 of the Regulations, the PSAA must appoint an external auditor to each opted-in authority and consult the authority about the proposed appointment.

The Treasurer further advised that Deloitte LLP was successful in winning a contract in the PSAA's procurement process and the PSAA proposes to appoint this firm as the auditor for the Authority. The Treasurer is satisfied that this firm is independent from the Authority's business and, therefore, recommends that this appointment is accepted. The Treasurer has been asked to respond to the consultation by 22 September 2017.

The Deputy Treasurer, in response to a query made by the Chairman, clarified that the difference in short term credit in cash flow held by RBS/Nat West on 31 March 2016 of £4,058,000 and on 31 March 2017 of £919,000 was because the Authority agreed after the accounts were closed at the end of last year that the Constituent Councils would receive a rebate which was duly paid.

In response to a query raised by Councillor Harcourt around a difference between the outturn report and the accounts the Treasurer agreed to follow up the enquiry outside of the meeting.

In response to a question from Councillor Senior, the Treasurer advised that it was an Audit requirement that the Performance Related Pay (PRP) awards paid to the General manager and Deputy General Manager should be referred to as 'bonuses'. The Treasurer agreed that a note would be made to the table from next year to clarify that these are actually PRP payments.

In relation to Private medical insurance, the Treasurer clarified that this was no longer available. The Expenses allowances to both the General Manager and the Deputy General Manager includes a one-off compensation payment for the withdrawal of a contractual right to Private Medical Insurance.

The Chairman thanked Jo Lees and Antony Smith for their attendance. It was then

RESOLVED to:

The Authority is recommended to:

- (a) note the report from KPMG relating to the Accounts for 2016/17 (Appendix B);
- (b) authorise the Treasurer to sign the Letter of Representation as amended (Appendix C)
- (c) approve the Authority's Statement of Accounts (Appendix A)
- (d) authorise the Treasurer to accept the appointment of Deloitte as the Authority's external auditor for a period of 5 years from 2018/19
- (e) otherwise receive this report for information

[Post Meeting Note: Difference between the outturn report and the accounts

The total surplus in the outturn report was £2,123k. The movement from the £2,123k to a £1,618k deficit in the accounts was caused by two things:

- A £2,500k rebate to the boroughs from balances approved by the Authority in June 16 (Paper no. WRWA 804). As this was funded from balances, it did not form part of the management accounts reported in June 2017 as was not part of 'in year' transactions. However, it does have to be recognised in the accounts.
- An International Financial Reporting Standards adjustments of £1,242k was required so that the Authority accounts reflect international accounting standards rather than those used by local authorities to set Council tax].

REPORT OUTLINING PROGRESS WITH OPERATIONS AND OTHER MATTERS SINCE THE PREVIOUS MEETING OF THE AUTHORITY. (PAPER NO. WRWA 837).

The Deputy General Manager introduced the report and advised that on 17 July 2017, planned major maintenance works commenced at Cringle Dock to carry out renovations to two waste compactors. To facilitate these works some evening deliveries were diverted to Smugglers Way and this resulted in a temporary extension to the opening hours at Smugglers Way on weekdays to receive a limited and controlled number of vehicles (fewer than 30 loads per day). The works were timed to coincide with the summer holiday period to reduce the inconvenience to local residents and a leaflet explaining the temporary extension was distributed to local residents. Lambeth's day time collection vehicles were also diverted to Smugglers Way to assist these works. The works were completed on schedule and normal operations resumed on 14 August 2017. The Deputy General Manager advised that the works were completed successfully without a single enquiry or complaint.

The Deputy General Manager advised Councillor Palmer that the action to write to licensed premises for sight of their license to dispose of clinical waste was an internal Kensington and Chelsea matter.

Councillor Harcourt raised concern about employees being injured from needles. The Deputy General Manager advised that the safety of employees was of paramount importance and operatives are provided with all the appropriate personal protective safety equipment.

The Deputy General Manager informed the Authority that, in relation to the removal of motor vehicles from their highways, agreement had now been reached between the Authority and each of the four constituent councils and legal agreements will be entered into shortly.

The General Manager then referred to the discussion at the Authority Waste and Recycling Strategy Forum that took place on the morning of 14 September 2017. The Authority noted that a key message from the Forum was 'convenience is everything'.

The General Manager reminded the Authority that during the discussion on alternative metrics, there was a focus on Carbon and that the Authority does well against this measure due to not landfilling its residual waste. Other metrics were also mentioned at the Forum.

The Forum during its discussion of waste reduction priorities considered the following:

- In noting that nappies represent 7% of the residual household waste stream, the suggestion at the Forum was to look at the effectiveness of real nappy campaigns and to consider supporting them. The General Manager confirmed that the Environment Agency had stated that environmentally terry nappies were on par with disposal nappies.
- Textiles represent around 2% of the overall and 3% of the residual waste stream and reducing these would represent a major carbon saving. The suggestion was to relook at markets for reuse and rags; and to reinforce advertising to encourage residents to use charity outlets instead of disposing them via clear recycling or in the residual waste streams.
- It was acknowledged that at 37% food waste was the largest proportion of our residual household waste stream. Therefore, factors such as packaging, buying the right amount of food/pack size, and looking more closely at labels were all initiatives that might help to reduce such waste.

Councillor Brathwaite advised that Lambeth was a pioneer borough in a pilot project called "Trifocal" that is due to launch in October 2017 and is aimed at helping Londoners reduce food waste while promoting healthy and sustainable eating and recycling of unavoidable food waste.

Kensington and Chelsea is planning to introduce a food recycling trial in January 2018 and the Authority is planning to carry out some additional composition analysis sampling to help assess its effectiveness.

Councillor Senior found the Forum to be interesting and was surprised as to the amount of textiles going through the incinerator. He added that he would hope that something could be done in relation to nappies. Councillor Senior suggested that it was important to recycle as many different materials as possible, and questioned why metal bottle caps were not recycled. The General Manager advised that care must be taken as to what is introduced as the MRF segregates items initially on shape. i.e. 3-dimensional shapes are picked up by the MRF and as the caps are so small they may not be picked up.

The Chairman thanked the General Manager, his team and everyone involved in organising the Forum.

In relation to the Chairman's enquiry, the Treasurer advised that 'the Zurich Municipal Insurance – all risks and other £22,239' included:

- Public liability insurance
- Buildings insurance, for example office
- Employer's Liability Insurance
- Terrorism

The Chairman declared an interest with this item in so far as he is an underwriter for Lloyd's Insurance.

In response to Councillor Palmer's request officers agreed to provide information on previous insurance premiums.

At the last Authority meeting it was reported that, following a funding application to Resource London, the Authority had been awarded £12,000 to run a bus shelter advertising campaign during Recycle Week, commencing on 25 September 2017; with match funding from the RWR 5 communication budget of £8,000.

RESOLVED to

- a) Note and approve the proposals a. to d. in paragraph 9 as stated below to progress a Clinical Waste project and deploy the actions detailed to reduce or eradicate the clinical waste entering the MRF:
 - a. Exploring where the clinical waste is coming from by attempting to identify the rounds that are bringing the clinical waste in to the MRF. This will be attempted through the sampling process, and trying to locate evidence that 3 could identify the round, such as street names from addresses found in the surrounding material;
 - b. Dates are currently logged when clinical waste is found, but going forward this will be cross referenced with the rounds tipped on those dates to try to identify a pattern;
 - c. Passing the information concerning the suspected rounds to the borough officers for action and encouraging them to i) map all the likely commercial properties and charitable organisations that generate clinical waste on the suspected collection round, ii) distribute information about the safe disposal of clinical waste and the legal requirements of disposing of it safely, and iii) take the necessary enforcement action;

- d. Testing the market to assess the potential increase in costs or possible savings of operating a joint waste collection service. Boroughs have indicated that they are open to a possible joint collection service for residents who are self-treating at home with the help of relatives or carers. This will not include waste produced by qualified healthcare workers providing treatment in the home as this should be disposed of by the National Health Service. Currently there is a wide variance between the amount of collections carried out by each borough, for example Kensington and Chelsea carries out a small number of collections per week (8 on average), and disposed of three tonnes of clinical waste in 2016/17, and Hammersmith & Fulham collects from a significantly higher number of residents, at 100 per week on average, and disposed of 30 tonnes of clinical waste in 2016/17; and
- b) otherwise receive this report as information.

[Post Meeting Note: [Information on previous insurance premiums](#)

This information was circulated to Members by email on 28th September 2017].

**THE MAYOR OF LONDON'S DRAFT LONDON ENVIRONMENT STRATEGY.
(PAPER NO. WRWA 838).**

The General Manager introduced the report and referred to paragraphs 4, 5 and 6 and paragraph 8 of the report. Paragraph 8 sets out the key points of the strategy that the Mayor expects waste authorities to do in order to show that they are acting in general conformity and the General manager confirmed that these are nothing beyond what the Authority would expect to do as a matter of course. The Authority, and its constituent councils, fully support the application of the waste hierarchy.

Paragraph 9 of the report sets out the Mayor's objectives, together with his policies and proposals proposed to achieve them.

Probably the most significant proposal within the Mayor's draft strategy is his intention to introduce a minimum level of service which would require all properties with kerbside recycling to receive a weekly food waste collection by 2020. To date three of the constituent councils have not found separate food waste collections to either be economically viable, or offer any real environmental benefit. The General Manager advised that this proposal would not impact the Authority greatly and it would be for the individual constituent councils to determine their own responses.

It was then:

RESOLVED to:

- a) Approve the draft response to the Mayor of London's consultation on the waste section of his proposed London Environment Strategy, attached as Appendix A to this report; and
- b) otherwise 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 7 (Paper No. WRWA 839) 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.

VARIOUS MATTERS ASSOCIATED WITH THE POTENTIAL DEVELOPMENT OF THE AUTHORITY'S CRINGLE DOCK WASTE TRANSFER STATION. (PAPER NO. 839)

Following discussion, it was then

RESOLVED to receive this report as information.

DATE OF NEXT MEETING – TUESDAY, 21ST NOVEMBER 2017.

The meeting ended at 8.10 p.m.