London Waste and Recycling Board

Minutes of the meeting of the London Waste and Recycling Board held on
31 October 2019 at 12.00pm, LWARB, 69 Wilson Street, EC2A 2BB

Part A – Public Session

Board Members Present
Liz Goodwin
Cllr Guy Senior
Barbara Anderson
Shirley Rodrigues
Cllr Ian Wingfield
Melville Haggard
Cllr Bassam Mahfouz

Approved at LWARB Board Meeting on 6 February 2020
Signature: ……………………………………..
Liz Goodwin, Chair

Also Present
Adam Leibowitz, LWARB
Wayne Hubbard, LWARB
Antony Buchan, LWARB
James Close, LWARB
Eddie Confoy, LWARB
Ali Moore, LWARB

Apologies
Apologies for absence were received from Cllr Feryal Clark.

Declarations of Interests
No interests were declared over those already recorded in the Register Interests.

Minutes of the Previous Meeting
Minutes of the meeting held on 7 February 2019 were approved.

Minutes of the previous meeting
Minutes of the meeting held on 16 May 2019 were approved.

01   Governance & Administration (31/10/2019 – 1)

The Board
- Noted the approval of papers under the written resolution procedure (*11/06/2019 Scheme of Delegated Authority; 27/6/19 East London Biogas Limited – Settlement; 2018/1924/07/2019 Adoption of LWARB Statement of Accounts*)
- Approved the disbanding the Investment Committee with effect from 31 October 2019 and recorded a vote of thanks to its members.
- Approved the amendments to the Scheme of Delegated Authority required following the disbanding of the Investment Committee.

The Board noted that there may be benefit in establishing a more formal forum for dialogue and consultation with London boroughs and other stakeholders but did not think

that the establishment of a formal committee of the Board was an appropriate mechanism. Recommendations relating to this were therefore not approved.

02   Chief Executive Officer's Report (31/10/2019 – 2)

Staffing
The Board noted the staff changes reported and agreed that it was appropriate for staff to be put onto permanent contracts rather than fixed term ones when their tenure at the end of a fixed term contract would be greater than two years.

Communications and publicity, events and awards
The Board noted the update presented and were in particular pleased to see so many external presentations.

Progress against business plan milestones
Noted.

Audit Committee Update
Cllr Bassam presented the Audit Committee update, which was noted by the Board.

Borough Engagement Plan
Ali Moore gave a presentation on the Borough Engagement Plan (slides available on request), and the board considered ways of increasing engagement, especially at senior levels. It was noted the plan represented a significant amount of work and resourcing would need to be considered carefully.

03   LWARB Business Plan 2020-25 (31/10/2019 - 3)

Wayne Hubbard gave a presentation on progress on development of the 2020-25 Business Plan (slides available on request).

The Board welcomed the presentation and agreed the following amendments/clarifications.

- All of LWARB's activities will support waste reduction and recycling;
- LWARB's primary (but not exclusive) focus is municipal waste;
- There should be a reallocation of resources towards the Resource London team to increase the local authority focus.
- Support for London boroughs will be delivered to help them implement their Reduction and Recycling Plans;
- LWARB's funding will be primarily focused on three areas: food, plastics, textiles and fashion.
- Further work on metrics and London's material flow is required.
- A delivery plan combining both Resource London and Circular London programmes will be developed.

- The Board approved in principle the revised staff structure plan presented
- The Board agreed that a commercial entity should be established.

Note: The Board did not approve the recommendation that a formal Advisory Committee be established.

04   **Programmes Updates** (31/10/2019 – 4)
The paper was noted without discussion.

05   **Any Other Business**
No further business was discussed.