

London Waste and Recycling Board

Minutes of the meeting of the London Waste and Recycling Board held on
16 May 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

Approved at LWARB Board Meeting on 31 October 2019

Signature:
Liz Goodwin, Chair

Apologies

Cllr Feryal Clark, Melville Haggard, Cllr Bassam Mahfouz

Also Present

Adam Leibowitz, LWARB
Wayne Hubbard, LWARB
Antony Buchan, LWARB
Jessica Brodrick, LWARB
Ali Moore, LWARB
David Aitkein, The Carbon Trust (part)
Iain Meager, The Carbon Trust (part)

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.

01 Governance & Administration (16/05/2019 – 1)

The Board noted the matters presented in the paper:

- Approval of paper *WR 06/03/2019 Extension of ERDF Bid – Advance London: Circular Economy SME Business Support Programme* by the written resolution procedure.
- Changes to the membership of the Resource London Partnership Board.

02 Chief Executive Officer's Report (16/05/2019 – 2)

Staffing

The Board noted the staffing update and recorded a vote of thanks to the two staff members who had departed following the restructure.

Budget and business plan

The Board approved the proposed revised budget for 2019/20 as presented in the paper with the addition of a £60k allocation for corporate communications to cover engaging a PR agency, design and production of an annual report, preparation of podcasts and attendance at awards dinners.

Measuring Performance

WH gave a presentation on measuring LWARB's performance (slides available on request), and noted in particular that LWARB's performance measures must ultimately refer back to the Board's three statutory objectives.

- the production of less waste;
- an increase in the proportion of waste that is re-used or recycled;
- the use of methods of collection, treatment and disposal of waste which are more beneficial to the environment.

The Board discussed how all of LWARB's activities relate to these objectives and how, for example, the CE work relates to the first objective and that the third allows inclusion of, for example, air quality issues.

The issue of a reduction in consumption was discussed and how CE can enable a thriving economy without increased consumption of resources. Concern was raised about being very carefully on defining consumption.

WH suggested that a fourth objective be added to three statutory objectives, which would measure circularity, material intensity and scope three emissions (which is the bridge between climate change and waste debates).

Concerns were raised about the availability of sufficiently fine grained data to allow proper measurement of CE in London and how, for example, a shift from products to services could be obscured by general economic changes.

The importance of scope three emissions was agreed, but there was uncertainty over the extent to which they could be influenced, for example by the Mayor of London's powers and whether LWARB should be the body to measure this for the city.

Business Plan 2020-25 development

The Board noted the intention to bring a draft outline business plan to the next Board meeting in October and a final version for approval in February 2020.

Risk Register

WH acknowledged that there are a number of high level risks on the risk register and that these will be reviewed regularly by himself and the Chair as well as by the Audit Committee. A risk management workshop for Board members to thoroughly review the Board's risks and risk appetite will be held later in the year.

Communications Strategy

AM gave a presentation on the proposed communications strategy for the Board.

Issues raised included:

- Appropriate classification of the Mayor of London and the London Boroughs as key stakeholders rather than audience members. Though, sometimes, for example, boroughs may be audience members also.
- LWARB's name is not particularly good from a branding perspective, but cannot be formally changed as it is defined in statute. Overcoming this by, for example, emphasising a brand logo rather than the organisation name.
- The importance of communicating achievements to the boroughs.

- Communicating with corporates who are likely to be interested in very specific things which LWARB may not yet be able to demonstrate. Corporates will want a very concise 'pitch'
- The Board approved in principle the allocation of a £60k budget for communications work in 2019/20 to be added to the draft budget presented in the Chief Executive's report.

03 Discussion Item: Circular Economy Accelerator

David Aitkein and Ian Meagre of the Carbon Trust gave a presentation on the Circular Economy Accelerator which was established in March.

The Board were pleased with progress so far and raised queries regarding how much communications and financial skills support the accelerator is able to provide and noted that only one of the supported SMEs appeared to have women in senior positions.

04 Programmes Updates (16/05/2019 – 4)

No queries were raised on the updates presented.

AB reported that confirmation has now been received of the EU Horizon 2020 funding and that the project would begin in June.

05 Any Other Business

SR raised the issue of the comprehensive spending review and the government's consultations. WH explained that LWARB was trying to produce a joint letter in response to the government consultations.

Part B – Confidential Session

03B Programmes Update (Part B)

The confidential section of the programmes update was noted.