

# NORTH LONDON WASTE AUTHORITY

THURSDAY, 25 JUNE 2020 AT 2.30 PM  
REMOTE MEETING VIA MICROSOFT TEAMS. THE MEETING CAN BE  
WATCHED LIVE AT [HTTPS://COUNCILMEETINGS.CAMDEN.GOV.UK](https://councilmeetings.camden.gov.uk).

**Enquiries to:** Cheryl Hardman, Committee Services  
**E-Mail:** [cheryl.hardman@camden.gov.uk](mailto:cheryl.hardman@camden.gov.uk)  
**Telephone:** 020 7974 1619 (Text phone prefix 18001)  
**Fax No:** 020 7974 5921

## MEMBERS

Councillor Clyde Loakes (Chair)	London Borough of Waltham Forest	L
Councillor Dean Cohen (Vice-Chair)	London Borough of Barnet	C
Councillor Rebecca Rennison (Vice-Chair)	London Borough of Hackney	L
Councillor Charles Adje	London Borough of Haringey	L
Councillor Chris Bond	London Borough of Enfield	L
Councillor Jon Burke	London Borough of Hackney	L
Councillor Rowena Champion	London Borough of Islington	L
Councillor Seema Chandwani	London Borough of Haringey	L
Councillor Rosalind Doré	London Borough of Waltham Forest	L
Councillor Ergin Erbil	London Borough of Enfield	L
Councillor Satnam Gill	London Borough of Islington	L
Councillor Adam Harrison	London Borough of Camden	L
Councillor Richard Olszewski	London Borough of Camden	L
Councillor Peter Zinkin	London Borough of Barnet	C

L = Labour, C = Conservative

Issued on: Wednesday, 17 June 2020

## REMOTE MEETINGS OF THE NORTH LONDON WASTE AUTHORITY

Everyone is welcome to watch public meetings of the Authority to see decisions being made. Agendas for these meetings are available in advance at: <https://www.nlwa.gov.uk/ourauthority/our-meetings>.

If you are interested in a particular item being considered at a meeting and you wish to speak (called making a deputation), you must make your request in writing to Cheryl Hardman by e-mailing [cheryl.hardman@camden.gov.uk](mailto:cheryl.hardman@camden.gov.uk) or by sending a letter to Cheryl Hardman, Committee Services, Crowndale Centre, 218 Eversholt Street, London, NW1 1BD. If you wish to discuss your deputation request or have any other queries please call 020 7974 1619.

Written deputation requests for the meeting must be received by **9am on Tuesday, 23 June 2020**. The request will be considered in line with NLWA Standing Order A.17 regarding deputations. You can view the standing orders at: <https://www.nlwa.gov.uk/ourauthority/governance>.

If you require special assistance to enable you to address a meeting, please contact the committee clerk using the details on the front of the agenda as soon as possible and they will make arrangements to assist you. Please note that if insufficient notice is provided it may not be possible to help you.

The Authority consists of fourteen councillors, with each of the seven constituent councils (Barnet, Camden, Enfield, Hackney, Haringey, Islington and Waltham Forest) appointing two of their own councillors to serve on the Authority. Officers of the Authority attend the meeting to present reports and give advice but only the councillors make decisions at the meeting.

The Chair of the meeting controls the debate. Those present discuss the business by addressing the Chair; this helps to keep the debate in an orderly manner. The Chair takes each item in turn and when s/he considers there has been sufficient debate, s/he will call for a decision on the item. At this stage, a vote may be taken on the recommendations, which are either found at the front of each report or put forward by Councillors. The reports are usually taken in the order on the agenda. Please note that it is not possible for you to take part in the discussion (unless you are invited to make representations.)

The Local Government (Access to Information) Act allows the Authority to discuss certain items in private. Due to the nature of the business under consideration, there are normally confidential items at every meeting of the Authority. Such items are discussed at the end of the meeting. The live meeting stream will be paused and public speakers will be asked to leave the remote meeting.

Members of the public have a right to take their own recordings of public meetings for reporting purposes. This does not apply to any of the Authority's meetings which are private or not open to the public. Laws on public order offences and defamation still apply, and you should exercise your rights with responsibility. Please respect the views of others when reporting a meeting.

You may be asked to stop filming, photographing or recording a meeting if this in some way becomes disruptive to the meeting.

This meeting will be broadcast live via <https://councilmeetings.camden.gov.uk>.

## Remote meeting etiquette

Participants<sup>1</sup> in remote meetings are asked to adhere to the following guidelines:

### Preparing for the meeting

- If you are planning to attend, make sure you have informed the committee officer named on the agenda front sheet, so that a full list of those expected at the meeting can be prepared.
- Ensure you have read the report(s) before the meeting.
- Ensure that you are located in an area where you are unlikely to be disturbed.
- Ensure that your broadband connection is sufficiently stable to join the meeting. If your connection has low bandwidth, you might need to ask others using your broadband connection to disconnect their devices from the broadband for the duration of the meeting. If this does not help, you may wish to try connecting your device to your router using an Ethernet cable.
- Ensure that your background is neutral (a blank wall is best) and that you are dressed appropriately for a meeting held in public.
- Ensure that the camera on the device that you are using is positioned to provide a clear, front-on view of your face. This may involve thinking about lighting in the room you are in (for example, sitting in front of a window may plunge your face into shadow) or putting your webcam, laptop or tablet on top of a couple of books so that you can look into the camera face on.
- Ensure that you are familiar with the functions of the software you are using. The committee officer will be online 15 minutes before the meeting start time to give everyone time to join and deal with any technical challenges, so try to join the meeting at least 5 minutes before the meeting start time to make sure that everything is working.
- Ideally, you should use earphones or a headset to participate in meetings as it reduces the risk of feedback from using your device's external speaker and reduces background noise from your surroundings.

### At the meeting

- Join the meeting promptly to avoid unnecessary interruptions.
- Mute your microphone when you are not talking. If you are an officer or a depute, please turn off your video when not speaking in order to reduce bandwidth.
- Only speak when invited to do so by the Chair.
- When speaking for the first time, please state your name.
- Keep comments, questions and other contributions brief and to the point.
- If referring to a specific page on the agenda, mention the page number.
- The 'chat' function must only be used by Authority members to indicate a wish to speak, to indicate that they are having a connection issue or to make a request for a formal vote. It is not to be used for conversations and should be used in an appropriate and professional manner at all times.
- Once you no longer need to participate in the meeting, please leave the call; you can still watch via the public video stream if you wish. Once the Chair closes the meeting, all remaining participants should leave the call promptly.

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<sup>1</sup> Participants are defined as members of the Authority/Committee; other councillors who seek to address the Authority; officers advising the Authority or presenting reports; any external partners / third-parties invited to address or advise the Authority; and deputees.

## **Exempt or confidential items**

The Authority may need to go into closed session to consider information that is confidential or exempt from publication. If this happens, the Authority will pass a resolution to that effect, the public feed will be cut and any participant who is not a member of the Authority will be asked to leave the meeting. If you are asked to leave the meeting, please end your connection promptly. Any connections that are not ended promptly will be terminated by the committee officer.

## WEBCASTING NOTICE

This meeting will be broadcast live via <https://councilmeetings.camden.gov.uk>. The whole of the meeting will be filmed and recorded, except where there are confidential or exempt items, and the footage will be on the Internet for at least 6 months. A copy of it will also be retained in accordance with Camden Council's and the NLWA's data retention policies.

If you make a representation to the meeting you will be deemed by the Authority to have consented to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The Authority is obliged by law to allow members of the public to take their own recordings and images of this remote meeting. The Authority will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

The privacy notice that explains Camden Council's use of webcasting data can be seen at: <https://camden.public-i.tv>. The NLWA's privacy notice can be accessed by contacting the Authority.

If you have any queries regarding webcasting or the recording of meetings by the public, please contact the committee clerk.

# **NORTH LONDON WASTE AUTHORITY**

## **25 JUNE 2020**

### **AGENDA**

#### **Agenda Part I**

- 1. GUIDANCE ON REMOTE MEETINGS HELD DURING THE CORONAVIRUS NATIONAL EMERGENCY** (Pages 13 - 18)

To agree the North London Waste Authority's procedure rules for remote meetings.

- 2. APOLOGIES**

- 3. DECLARATIONS BY MEMBERS OF PECUNIARY, NON-PECUNIARY AND ANY OTHER INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

- 4. ANNOUNCEMENTS**

#### **Broadcast of the meeting**

The Chair to announce the following: 'In addition to the rights by law that the public and press have to record this meeting, I would like to remind everyone that this meeting is being broadcast live to the Internet and can be viewed on Camden Council's website for six months after the meeting. After that time, webcasts are archived and can be made available on DVD upon request.'

If you have asked to address the meeting, you are deemed to be consenting to having your contributions recorded and broadcast, including video when switched on, and to the use of those sound recordings and images for webcasting and/or training purposes.'

#### **Any other announcements**

- 5. NOTIFICATION OF ANY ITEMS OF BUSINESS THAT THE CHAIR DECIDES TO TAKE AS URGENT**

- 6. DEPUTATIONS (IF ANY)**

- 7. MINUTES** (Pages 19 - 24)
- To approve and sign the public minutes of the meeting held on 13 February 2020.
- 8. MEMBERSHIP OF THE AUTHORITY 2020/21** (Pages 25 - 28)
- Report of the Managing Director
- This report contains information on the membership of the North London Waste Authority.
- 9. DATES OF MEETINGS FOR THE AUTHORITY IN 2020/21** (Pages 29 - 32)
- Report of the Managing Director
- This report sets out proposed dates for Authority meetings in 2020/21, and includes information about meetings for the following year.
- 10. 2019/20 FINANCIAL OUTTURN AND 2020/21 UPDATE** (Pages 33 - 48)
- Report of the Financial Adviser
- This report provides details of expenditure and income for 2019/20 and briefly comments on the current financial position for 2020/21. The report indicates that revenue balances at 31 March 2020 were £8.443m, i.e. an increase of £2.903m compared with the February forecast. £2.335m of this is as result of not using the contingency. Other factors were lower than forecast waste tonnages delivered to the Authority, increased income as well as lower than anticipated charges from the new mixed dry recycling contract and administrative savings.
- Allowing for the improvement in the revenue balances at 31 March 2020, the 2020/21 first review indicates that the Authority's forecast at 31 March 2021 balances will increase by £2.903m compared with the February report. This improvement strengthens the Authority's ability to manage its services within budget and accommodate potential budget pressures. If this situation is maintained, the Authority will have reserves of £2.903m available to support the 2021/22 budget and therefore reduce the amount that will need to be recovered from boroughs through the levy.

- 11. ANNUAL RISK REVIEW** (Pages 49 - 58)
- Report of the Managing Director
- This report provides the annual review of high-level risks for noting by Members.
- 12. SERVICES UPDATE** (Pages 59 - 76)
- Report of the Head of Strategy and Services
- This report informs Members about the latest operational activities and associated issues dealt with by the Strategy & Services team of the Authority during the COVID-19 Pandemic.
- 13. WASTE PREVENTION UPDATE** (Pages 77 - 88)
- Report of the Managing Director
- This report provides an update on planned work under the Authority's Residual Waste Prevention Plan, and includes steps taken to mitigate the impact of COVID-19 restrictions on the Authority's waste prevention work. The report details the changes to the programme in order that the North London Waste Authority continues to encourage waste reduction, repair and reuse.
- 14. NORTH LONDON HEAT AND POWER PROJECT UPDATE AND REPORTS** (Pages 89 - 118)
- Report of the Programme Director
- This report provides the Authority Meeting with an update on progress of the North London Heat and Power Project (NLHPP).
- 15. FORWARD PLAN** (Pages 119 - 126)
- Report of the Managing Director
- This report provides a forward plan of reports for the Authority.

## 16. ANY OTHER ITEMS THE CHAIR DECIDES TO TAKE AS URGENT

## 17. LOCAL GOVERNMENT ACT 1972 - ACCESS TO INFORMATION

It is drawn to the attention of members of the public and press that the reports relating to the items listed below are considered to be exempt within the meaning of Schedule 12A to the Local Government Act 1972, as amended. The Authority will be asked to pass a resolution, the effect of which is to exclude members of the public and press from the remaining part of the proceedings.

Information contained in the agenda items below is exempt because it falls within: Categories 3 and 5 of Schedule 12A Local Government Act 1972 (as amended). The Proper Officer has considered all the circumstances of the reports and is of the view that on balance the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Proposed resolution:-

“THAT the press and public be excluded from the proceedings of the North London Waste Authority on **25 June 2020** during consideration of the following items on Part II of the agenda, on the basis that, were Members of the public to be present, there would be disclosure of exempt information as defined in Schedule 12A to the Local Government Act 1972, as amended.

Specifically:

Exempt Information Category 3 – Information relating to the financial or business affairs of any particular person, including the authority holding that information, and not required to be registered under various statutes: the reasons why the public interest favours withholding the information are that the release of such information would prejudice the Authority’s conduct of a commercial operation OR because the disclosure of the information is likely to prejudice the commercial interests of the Authority and organisations engaged in commercial activities as the information related to commercial activities that are conducted in a competitive environment.

Exempt Information Category 5 - Information in respect of which there is a claim to legal professional privilege: the reasons why the public interest favours withholding the information are that the release of such information could prejudice the safeguarding of openness in all communications between client and lawyer and the Authority’s ability to ensure access to full and frank legal advice.

## Agenda Part II

- 18. MINUTES** (Pages 127 - 130)
- To approve and sign the private minutes of the meeting held on 13 February 2020.
- 19. GOVERNANCE OF LONDONENERGY LTD** (Pages 131 - 174)
- Report of the Managing Director
- This provides a regular report on the Governance of LondonEnergy Ltd.
- 20. MIXED DRY RECYCLABLES (MDR) CONTRACT** (Pages 175 - 180)
- Report of the Head of Strategy and Services
- This report identifies the need to secure a long-term arrangement for the recycling of the two Lots of Mixed Dry Recyclables initially awarded to Bywaters in June 2019.
- 21. NORTH LONDON HEAT AND POWER PROJECT PROGRAMME UPDATE** (Pages 181 - 196)
- Report of the Programme Director
- The report provides a status update on the North London Heat and Power Project (NLHPP) concerning cost, commercial and key project performance issues at the end of the April reporting period.
- 22. NORTH LONDON HEAT AND POWER PROJECT - ENERGY RECOVERY FACILITY WORKS PROCUREMENT** (Pages 197 - 280)
- Report of the Programme Director
- This report seeks authority to start the procurement of the construction of the Energy Recovery Facility Project works.
- The report includes an approach to project risk and allocation, financing strategy and owner-controlled insurance programme.
- The report updates Members on the re-statement for the need of the project, project development to date, the procurement and delivery

strategy and programme, contract value and outturn costs, market attractiveness and level of competition and readiness of the project to formally commence procurement.

**23. NORTH LONDON HEAT AND POWER PROJECT** (Pages 281 - 302)  
**PROCUREMENTS**

Report of the Programme Director

The report provides detail of three procurements and a licence agreement which are required for the North London Heat and Power Project (NLHPP).

The first procurement is demolition of buildings and civil infrastructure at the north of the Ecopark, as part of the Northern Area Clearance project.

The second procurement is the provision of temporary weighbridges for waste management operations during construction of the EcoPark South works.

The third procurement is the services of a Project & Programme Management (PPM) data warehouse solution referred to as the PPM Data Hub.

The licence agreement is with the Canal and River Trust to discharge surface water from the Hawley Road transport yard into the River Lee navigation.

**24. ANY OTHER EXEMPT ITEMS THE CHAIR DECIDES TO TAKE AS URGENT**

**AGENDA ENDS**

The date of the next meeting will be Thursday, 24 September 2020 at 2.30 pm.