

ReLondon Board Meeting Minutes

Minutes of the meeting of the ReLondon Board (London Waste and Recycling Board) held on 25 November at 12.00, held via Zoom.

Board Members Present

Liz Goodwin (Chair)
Chantelle Nicholson
Cllr Guy Senior
Cllr Nesil Caliskan
Cllr Claire Holland
Shirley Rodrigues

Approved at ReLondon Board Meeting on 24 March 2022

Signature:
Liz Goodwin, Chair

Also Present

Wayne Hubbard (ReLondon)
Adam Leibowitz (ReLondon)
Sharif Rivera (ReLondon)
Pauline Metivier (ReLondon)
Ali Moore (ReLondon)
Antony Buchan (ReLondon)
Doug Simpson (ReLondon)
Andrew Dunwoody (GLA)

Welcome

Apologies

Apologies were received Cllr Krupa Sheth and Joe Murphy.

Declarations of interest

No interests were declared over and above those previously recorded in the Board's standing register of interests.

Minutes of the previous meetings

Minutes of the meeting held on 30 September 2021 were approved.

01 Chief Executive Officer's Report (25/11/21 - 1)

Finance

WH introduced the Q2 Finance report and noted that revenue generation for the current year is above that anticipated, while some projects are underspent due to inability to deliver as a consequence of the pandemic (see Project Dashboard section below)

Work is beginning on setting the budget for 2022/23, which will include further discussion with Board members and the Audit Committee prior to a revised budget being presented at the next meeting.

Staffing

The Board noted the updates presented and in particular welcomed the news of the appointment of a Director of Governance and Operations.

Project Dashboard

The Board reviewed the project dashboard. For three projects (short term lets/houses of multiple occupancy, waste composition analysis protocol and three-weekly residual waste collections), it was noted that they would be suspended until a more suitable time. They cannot currently be progressed because of COVID (the houses of multiple occupancy project was not possible as it would require visiting individual homes; the waste composition analysis project and the three weekly collections project have not been possible to progress as they require the active engagement of one or more of the local authorities, which has not been possible to achieve during the pandemic). Three projects (COP26, commercialisation strategy development and the office move) had been completed.

The Board noted that other projects had progressed since the previous report with exception of the Textiles 2030 project which it has been agreed (in collaboration with WRAP) is to be put on hold until 2023/24 (with project scoping and definition in 2022/23).

Scheme of Delegated Authority

The Board approved the changes to the SODA to include the newly established position of Financial Controller as recommended by the Audit Committee.

02 ReLondon Training Academy and Circular Economy Matchmaker (presentation)

DS gave a presentation on progress in the development of the training academy (slides available on request). External partners are engaged (EMF, Essex CC, Environmental Business Network, CIPFA, Ashurst) and three levels of training are being developed (CE101 aimed at CEOs, members and directors; Practical courses aimed at ADs PM policy officers and Bespoke courses tailored to specific needs). The first CE101 to be held in December with roll out of CE practical classes and the bespoke procurement module from January.

PM gave an update on the CE Matchmaker platform and demonstrated aspects of the site. The site is to be launched in January.

03 Programmes Updates (25/11/21 - 3)

The Board noted the programme updates presented.

04 Any Other Business

LG reported that she intends to begin another round of board effectiveness reviews once the new Director of Governance and Operations is in post.

Part B Confidential business

04B Programmes Update (Part B) (25/11/21-4B)

The Board noted the programme updates presented.

Any other business

WH reported on some confidential HR matters.