

Terms of Reference for the Resource London Partnership Board (the ‘Partnership Board’)

The London Waste and Recycling Board (LWARB) and WRAP have established a formal partnership to deliver Resource London, a new London Waste Authority Support Programme for 2015/16 and aspire to a longer term relationship through to 2020. The Programme is to be governed by a Partnership Board which is formally constituted as an LWARB Committee subject to LWARB’s governance procedures. These are the terms of reference of that Committee.

The London Waste and Recycling Board (the “Board”) was established under section 356A of the Greater London Authority Act 1999 (as amended) and the London Waste and Recycling Board Order (Statutory Instrument 2008 No. 2038) (the “Order”).

The Order provides that the Board may establish committees (article 8) and delegate certain functions to a committee of the Board (article 12). The Partnership Board is a Committee of the Board under article 8 of the Order.

The Partnership Board along with the format, initial membership and remit of the Committee was established by a decision of the Board at its meeting on 7 November 2012.

The Board has delegated certain functions to the Partnership Board, set out here as the Terms of Reference.

Membership

The Partnership Board membership will include

- A Chairperson
- An LWARB Board Member (in addition to the Chair, if the Chair is an LWARB Board Member)
- A member of the WRAP Executive Board (the WRAP Appointee).
- A representative from the Chief Executives London Committee (CELC) (the CELC Appointee)
- A representative from the London Environment Directors' Network (LEDNet), (the LEDNet Appointee).

Having notified the Chair in advance the WRAP, CELC and LEDNet Appointees may send a delegated substitute to act on their behalf. Notification to the Chair should be not less than two working days before the meeting date.

In addition the Partnership Board invites two non-voting observers from the GLA and London Councils as well as the LWARB Chief Operating Officer.

The Partnership Board may appointment other members to the Partnership Board from key London stakeholders.

The Partnership Board maintains the right to invite such advisors as it see fit to any meeting of the committee.

Partnership Board Terms of Reference

Quorum

A quorum will be constituted provided that three members are present including at least one WRAP and one LWARB nominated member.

Authority

In all other respects (including without limitation with regard to voting and procedural matters) the Partnership Board shall be governed by the LWARB's Standing Orders.

Responsibilities

The Partnership Board sets the overall strategic direction for Resource London and oversees its implementation and delivery, in line with Resource London's objectives as set out in the Memorandum of Understanding between LWARB and WRAP (appendix 1), including the developing and agreeing the delivery plan.

Frequency of meetings

The Partnership Board will meet at least four times a year.

Reporting Procedures

The Partnership Board will receive and consider, inter alia, the following reports:

- Minutes of previous Partnership Board meetings;
- Information in respect of the portfolio of projects supported and of their performance.

The Chairman of the Partnership Board shall provide a report on its activities to each of the LWARB Board meetings, which will be shared with WRAP.

Remuneration

Members of the Committee other than the Chair will not be remunerated. The Committee Chair will be remunerated at the Board's standard rate for Committee Chairs. All Committee members will be reimbursed for expenses incurred under the LWARB's expenses scheme.

Period of appointment

The members of the Committee will be appointed for a period of one year, however the Board will reserve the right to amend this.