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Staffordshire Local Government Association - Joint Waste Management Board

Thursday, 31 January 2019
10.30 am
District Council House, Lichfield

John Henderson
Honorary Secretary
23 January 2019

A G E N D A

PART ONE

1. **Apologies**
2. **Minutes of meeting held on 6 December 2018** (Pages 1 - 8)
3. **Matters Arising**
4. **Strategic Waste Management Plan - Performance Report** (Pages 9 - 12)

Report of Staffordshire Waste Partnership Manager

5. **Strategic Waste Management Plan - Update**

Joint oral report and presentation of Staffordshire Waste Partnership Manager and Team Manager: Sustainability and Waste Strategy, Staffordshire County Council

6. **National Resource and Waste Strategy**

Oral report and presentation of Staffordshire Waste Partnership Manager followed by Member Discussion

7. **Date and Venue of Next Meeting - June 2019**

8. **Exclusion of the Public**

The Chairman to move:-

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Schedule 12A (as amended) of the local Government Act 1972 indicated below”.

PART TWO

(All reports in this section are exempt)

9. Mixed Recycling Facility Provision - Update

(exemption paragraph 3)

Presentation by Strategic Manager - Environment, Waste and Fleet Services, Stoke-on-Trent City Council followed by Member Discussion

Membership	
Mary Bond	Trevor Johnson
John Chesworth	David Leese
Mark Deaville	David Leytham
Frank Finlay	Anthony Munday
Arthur Forrester	John Preece

Staffordshire Local Government Association

**MINUTES OF THE MEETING OF STAFFORDSHIRE AND
STOKE-ON-TRENT JOINT WASTE MANAGEMENT BOARD
HELD ON 6 DECEMBER 2018 AT COUNCIL OFFICES, CODSALL**

Present:

Cannock Chase District Council

Mr. M. Edmonds
Cllr. J. Preece
Mr. J. Presland

South Staffordshire District Council

Cllr. Mrs. M. Bond (Chairman)
Mr. M. Jenkinson
Mrs. D. Roberts

**East Staffordshire Borough
Council**

Mr. P. Farrer
Cllr. D. Leese

Stafford Borough Council

Cllr. G. Jones
Mr. P. Gammon

Lichfield District Council

Mr. N. Harris
Mr. R. King
Cllr. D. Leytham

Staffordshire County Council

Mr. T. Cooper
Mr. C. Thomson

**Newcastle-under-Lyme Borough
Council**

Mr. A. Bird

Stoke-on-Trent City Council

Mrs. C. Gibbs
Mr. P. Vernon

Also in attendance: Mrs. K Buck (Waste Partnership Manager); Mr. J. Lindop (Staffordshire County Council)

Apologies: Mr. A. Barratt (Tamworth Borough Council); Cllr. M. Deaville (Staffordshire County Council); Cllr. A. Dutton (Stoke-on-Trent City Council); Cllr. F. Findley (Stafford Borough Council); Cllr. A. Forester (Staffordshire Moorlands District Council); Mrs. N. Kemp (Staffordshire Moorlands District Council); Cllr. A. Munday (Stoke-on-Trent City Council); Mr. K. Parker (Staffordshire Moorlands District Council); Mrs. J. Smith (South Staffordshire District Council)

PART ONE

Minutes

26. **RESOLVED** – That the minutes of the meeting held on 20 September 2018 be confirmed and signed by the Chairman.

Strategic Waste Management Action Plan – Performance Report (schedule 1)

27. The Board considered an updated report of the Waste Partnership Manager regarding progress made towards delivery of the Strategic Waste Management Action Plan during Quarter 1 2018/19 (Appendix 1 to the signed minutes). Copies of the updated report (which included statistics from the County Waste Disposal Authority) were circulated to Members at the meeting.

With regard to NI191: “Residual Household Waste Collected per Household”, all Authorities had experienced minor fluctuations in their performance when compared to the previous quarter (Q4 2017/18) and the corresponding quarter during 2017/18. However, the general trend across the Partnership indicated that performance was static.

With regard to NI192: “% of household waste sent for reuse, recycling or composting, Members were encouraged to note that all Partners had significantly improved their performance when compared to both the previous quarter and corresponding quarter during 2017/18.

With regard to NI193: “% of municipal waste landfilled”, both County and City Waste Disposal Authorities had experienced minor fluctuations in performance compared to the previous quarter and corresponding quarter during 2017/18.

With regard to “% household waste sent for recycling”, whilst only Staffordshire Moorlands District Council had increased their performance when compared to the previous quarter, a comparison with the corresponding quarter in 2017/18 indicated that a majority of Partners had achieved slight increases.

During her presentation of the report the Waste Partnership Manager informed them that the Staffordshire Waste Officers’ Group were expecting performance to show significant variations during Q2 2018/19. The seasonal increase in garden waste tonnages during Q2 were likely to have a positive impact on recycling rates. However, the statistics for Q3 2018/19 were likely to be lower than the corresponding quarter in 2017/18 owing to the exceptional weather conditions experienced during the period.

28. **RESOLVED** – That the report be received and noted.

Joint Municipal Waste Strategy 2020 – Project Plan

29. The Board received a presentation from the Waste Partnership Manager regarding the preparation of a new Partnership Joint Municipal Waste Strategy for 2020 and beyond (PowerPoint slides attached at Appendix A to the signed minutes).

During her presentation, the Manager highlighted (i) outline options considered by the Staffordshire Waste Officers' Group (SWOG) to cover her period of maternity leave commencing from 14 February 2019; (ii) the anticipated main duties of the Waste Partnership Manager's post during 2019; (iii) a summary of Option No. 3 – "Focus on Main Role Requirements only (their favoured option)"; (iv) an action plan which had been devised for production of the Strategy including those matters to be dealt with inhouse by the Waste Partnership Manager and secondment from the County Council and those to be undertaken by consultants; (v) what had been agreed by Partners so far and; (vi) various timescales for the production and publication of the final Strategy.

With regard to the procurement of consultants to undertake (i) a baseline assessment; (ii) contract review; (iii) gap and risk analysis; (iv) setting objectives; (v) policies and targets; (vi) options assessment; (vii) waste and cost modelling; (viii) The Waste and Resources Assessment Tool for the Environment (WRATE) modelling; (ix) drafting strategy document and (x) action plans, the Waste Partnership Manager informed them that the process was currently underway and evaluation of tender submissions would be weighted in favour of consultants who agreed to provide the Partnership with ownership of their work so that they could tailor it specifically to their needs where necessary. If none of the tenders were found to include such a provision, the matter would be reviewed/revisited. The estimated cost of the above-mentioned work was £25,000 - £30,000. However, further details would be available towards the end of December 2018.

In the full and wide-ranging discussion which ensued (i) the representatives of Stafford and Newcastle-under-Lyme Borough Councils said that the ability of the Partnership to make amendments to the consultant's work, as and when received, was of critical importance; (ii) the officer representative of Cannock Chase District Council informed them that provisional agreement had been reached by the SWOG to share the cost of this work equally amongst all ten Partner Authorities and; (iii) the representatives of Lichfield District and Newcastle-under-Lyme Borough Councils spoke of the implications for the new Strategy arising from the Government's long awaited National Resources and Waste Strategy policy paper.

The officer representative of Stoke-on-Trent City Council informed them of a recent pledge by the Secretary of State for Environment Food and Rural Affairs to publish the above-mentioned policy paper by the end of December 2018.

30. RESOLVED – (a) That the presentation be received and noted.

(b) That the proposed action plan for preparation of the new Staffordshire Joint Municipal Waste Strategy 2020-2030 be agreed.

(c) That the cost of the consultancy work currently being procured by Newcastle-under-Lyme Borough Council and required for completion of the Strategy be shared equally amongst all 10 Partner Authorities.

(d) That Partners be kept updated on developments with regard to the preparation of the Strategy, as necessary, during the interim period up to their next meeting.

Mixed Recycling Facility (MRF)

31. The Board discussed the future provision of Mixed Recycling Facilities (MRFs) in Staffordshire having regard to Partners' existing contracts some of which were due to expire in 2020. This item had been included on the Agenda at the request of Tamworth Borough Council.

The officer representative of Lichfield District Council explained that his Authority were concerned over the likely lack of MRF provision in their area post 2020 having regard to (i) initial indications from Biffa Waste Services Limited (their existing contractor) that they did not intend bidding for the renewal of their contract on similar terms as the existing and; (ii) the absence of any nearby waste transfer station willing to accept dry recyclable material collected by the District Council. Continuing he said that Biffa had previously requested the removal of fibre from the waste stream. However, this was considered impractical by the Authority owing to the need to provide residents with additional containers. The Officer representative therefore sought support and assistance from the Partnership in helping to identify an acceptable long-term solution.

The officer representative of Newcastle-under-Lyme Borough Council informed them that his Authority were in a similar position to the District Council in that they had recently decided to end their source separated waste collection service at the end of the current contract. Therefore, they needed to identify a future outlet for single stream co-mingled material within approximately eighteen months. He added that provision of waste transfer station facilities in the Borough would help to provide the Council with the necessary flexibility in order to procure a new contract on acceptable terms.

The officer representative of South Staffordshire District Council said that Biffa's intentions post 2020 had still to be tested and that whilst new contracts on similar terms as the existing might not be possible, revised agreements could be available. However, the adoption of a new Partnership Joint Municipal Waste Strategy was key to the identification of their future requirements over the ten-year period to 2030.

In reply, the officer representative of Lichfield District Council re-iterated his doubts over likely market conditions for recyclables in the future and the impact on service provision by Waste Collection Authorities, especially without adequate infrastructure (eg waste transfer stations) could be provided locally. Continuing he referred to certain operational issues which had recently arisen from the rejection of lorry loads of recyclables by their current contractor.

The officer representative of East Staffordshire Borough Council said that his Authority had experienced similar problems and were meeting with Biffa in the near future to discuss how quality issues could be resolved in the short term.

The officer representative of Cannock Chase District Council said that his Authority were currently reviewing their arrangements in relation to the collection and disposal of dry-recyclable material and highlighted the implications for the County Council in the event they were to terminate their current contract. In reply the County Council's Director of Economy Infrastructure and Skills acknowledged the difficulties currently being experienced by Partners and requested that Cannock Chase District Council notify him of their commissioning intentions with regard to dry recyclables by Easter 2019 at the latest.

The officer representative of Stoke-on-Trent City Council informed them that her Authority were currently investigating the feasibility of constructing a MRF in their area with a view to it becoming operational in June 2021. However, waste tonnages from outside the City would be required in order for the facility to be commercially viable. She therefore acknowledged the previous comments by Partners and said that the indications they had given in respect of their potential future requirements had been useful in their planning process.

The Chairman questioned the implications of the City Council's proposed MRF for the operation of the Energy Recovery Facility at Four Ashes, Private Finance Initiative Contract. Under the contract terms, significant reductions in the volume of waste being sent for processing at the plant would incur financial penalties for the Partnership. In reply the County Council's Director of Economy Infrastructure and Skills acknowledged the links which the new Joint Municipal Waste Strategy would seek to address. With regard to the June 2021 date for Stoke's MRF to become operational, he said that this was a challenging target.

The officer representative of Lichfield District Council welcomed news of the City Council's proposed MRF. However, he emphasised that local infrastructure would still be required in order to manage fluctuations in the market for collected material.

The officer representative of Newcastle-under-Lyme Borough Council informed them that his Authority were planning to host a bidders' day, in advance of completion of their new contract, in order to gauge interest in the market. He went on to offer the opportunity for other Partners to participate in the event having regard to the timetable for renewal of their own contracts. Continuing, he said that the Borough Council would need to identify interim arrangements in the event the City Council's proposed MRF was not operational by June 2021.

The Officer representative of Lichfield District Council expressed his view that Invitations to Tender should have already been published given the timescales involved. However, the officer representative of South Staffordshire District Council informed them that his Authority had recently undertaken a market testing exercise which suggested that, whilst established providers were interested in tendering for Partnership contracts in the medium term, they were generally not interested in doing so at the current time owing to uncertainty surrounding the National Resources and Waste Strategy. He therefore expressed his view that to commence procurement proceedings in advance of the publication of the National Strategy (which would include the Government intentions in respect of eg deposit return schemes etc) would be premature.

An officer representative of the County Council raised the possibility of extending existing Household Waste Recycling Centres in order to provide WTS capacity.

Representatives of other Partner Authorities concurred with the views of South Staffordshire District Council in that it would not be appropriate to procure a contractor at this time having regard to the National Strategy and the City Council's proposal in respect of a new MRF. The County Council's Director of Economy Infrastructure and Skills added that the Partnership's short-term focus should be on improving the quality of material collected to make it more attractive to the market.

In reply to a request from Lichfield District Council, the officer representative of Stoke-on-Trent City Council confirmed that the scope of their MRF project would include consideration of the supporting infrastructure required countywide.

Discussion ensued on the likelihood that a new incineration tax might be included in the National Strategy having regard to the Government's recycling targets which were not currently being met.

32. RESOLVED - (a) That Partners' concerns regarding the future of recycling in Staffordshire be noted.

(b) That Stoke-on-Trent City Council include consideration of Partners' potential requirements in respect of Mixed Recycling Facilities (MRF) and associated infrastructure in their on-going MRF project.

(c) That clarification be sought from Government regarding the timescale for publication of their National Resource and Waste Strategy.

(d) That in the event the above Strategy is published prior to their next meeting, officers give preliminary consideration to the implications for Staffordshire and report back to the Board, as necessary.

Date of Next Meeting

33. RESOLVED – That a further meeting of the Board be held on 31 January 2019 at 10.30 am, District Council House, Lichfield or if no accommodation was available at this venue, Castle House, Newcastle-under-Lyme.

Exclusion of the Public

34. RESOLVED – That the public be excluded for the following items of business which involves the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972, indicated below.

PART TWO

Exempt Minutes

(exemption paragraph 3)

35. **RESOLVED** – That the exempt minutes of the meeting held on 20 September 2018 be confirmed and signed by the Chairman.

CHAIRMAN

Staffordshire Joint Waste Management Board: 2016/17, 2017/18 and 2018/19 National Indicator Out-turns

Local Authority	NI191: Residual household waste collected per household (kg)								NI192: % of household waste sent for reuse, recycling or composting								NI193: % of municipal waste landfilled							
	2016/17 Q3	2016/17 Q4	2017/18 Q1	2017/18 Q2	2017/18 Q3	2017/18 Q4	2018/19 Q1	2018/19 Q2	2016/17 Q3	2016/17 Q4	2017/18 Q1	2017/18 Q2	2017/18 Q3	2017/18 Q4	2018/19 Q1	2018/19 Q2	2016/17 Q3	2016/17 Q4	2017/18 Q1	2017/18 Q2	2017/18 Q3	2017/18 Q4	2018/19 Q1	2018/19 Q2
East Staffordshire BC	114.93	121.21	127.84	128.53	128.14	125.13	122.55	129.16	47.00%	42.60%	50.60%	47.90%	47.90%	34.58%	51.80%	44.10%								
Lichfield DC	117.10	120.80	117.62	115.40	115.40	119.40	118.71	113.50	49.20%	46.40%	57.00%	48.80%	48.20%	42.00%	52.40%	49.70%								
Tamworth BC	113.90	119.60	135.32	114.40	112.30	118.40	133.90	121.90	46.80%	42.90%	47.30%	46.10%	46.20%	39.20%	46.76%	42.90%								
Cannock Chase DC	124.31	111.36	132.96	117.13	132.35	117.49	136.68	112.22	42.21%	44.45%	47.50%	51.83%	38.60%	37.20%	47.80%	48.20%								
South Staffordshire Council	117.38	122.84	115.10	114.31	118.24	117.77	116.89	112.32	47.88%	44.17%	57.00%	54.52%	47.10%	39.70%	57.00%	51.52%								
Stafford BC	107.26	116.83	112.21	115.29	111.18	116.46	112.47	112.54	50.36%	45.34%	56.40%	53.40%	48.00%	37.65%	56.70%	49.50%								
Staffordshire Moorlands DC	93.39	89.61	93.10	93.19	94.43	116.68	95.47	92.01	56.10%	58.10%	61.60%	60.00%	53.00%	38.70%	61.60%	58.20%								
Newcastle-under-Lyme BC	119.29	120.49	116.42	102.89	123.33	125.71	112.31	103.66	45.10%	41.80%	52.60%	54.03%	42.10%	37.20%	52.30%	51.20%								
Staffordshire County Council	139.66	143.60	145.21	140.28	137.56	139.43	145.39	136.83	45.70%	40.20%	52.20%	51.60%	44.60%	39.50%	52.00%	48.60%	2.50%	2.23%	3.3%	1.2%	1.31%	1.50%	2.60%	1.50%
Stoke-on-Trent City Council	155.76	150.83	145.90	143.99	137.98	144.56	147.85	140.67	27.80%	28.70%	40.50%	39.10%	31.80%	28.15%	42.70%	37.90%	5.00%	5.70%	5.0%	5.1%	7.4%	3.2%	4.0%	4.0%
Local Authority	% household waste sent for recycling								% household waste sent for composting								% household waste sent for anaerobic digestion (formerly part of BVPI 82b)							
	2016/17 Q3	2016/17 Q4	2017/18 Q1	2017/18 Q2	2017/18 Q3	2017/18 Q4	2018/19 Q1	2018/19 Q2	2016/17 Q3	2016/17 Q4	2017/18 Q1	2017/18 Q2	2017/18 Q3	2017/18 Q4	2018/19 Q1	2018/19 Q2	2016/17 Q3	2016/17 Q4	2017/18 Q1	2017/18 Q2	2017/18 Q3	2017/18 Q4	2018/19 Q1	2018/19 Q2
East Staffordshire BC	22.08%	24.07%	18.26%	18.11%	20.57%	25.06%	18.49%	19.48%	24.84%	18.44%	32.23%	29.69%	20.01%	9.51%	33.19%	24.52%								
Lichfield DC	27.00%	30.80%	22.13%	27.60%	27.60%	32.00%	24.34%	27.10%	22.20%	15.60%	34.91%	32.50%	21.20%	10.00%	28.06%	22.60%								
Tamworth BC	30.10%	32.20%	20.43%	30.30%	30.40%	34.60%	27.75%	28.80%	16.70%	10.70%	26.91%	15.80%	15.90%	4.60%	19.01%	14.20%								
Cannock Chase DC	28.57%	32.55%	21.03%	24.04%	22.96%	28.08%	19.92%	23.15%	13.64%	11.90%	26.24%	27.49%	15.50%	8.84%	27.72%	24.73%								
South Staffordshire Council	25.10%	27.25%	19.73%	21.13%	23.94%	28.07%	18.87%	21.52%	25.26%	18.10%	37.27%	33.39%	23.13%	11.63%	38.13%	29.96%								
Stafford BC	25.10%	27.25%	20.90%	20.09%	22.83%	22.83%	19.99%	22.03%	25.26%	18.10%	35.47%	33.31%	25.14%	14.81%	36.75%	27.46%								
Staffordshire Moorlands DC	21.12%	24.51%	20.30%	19.58%	20.91%	17.93%	20.56%	22.25%	34.86%	29.30%	41.52%	40.38%	32.03%	20.74%	40.98%	35.97%								
Newcastle-under-Lyme BC	19.10%	19.76%	16.42%	18.98%	17.53%	22.16%	15.65%	19.39%	20.04%	15.75%	31.30%	29.46%	19.03%	9.10%	31.88%	26.42%	5.69%	6.31%	4.88%	5.59%	5.58%	5.93%	4.73%	5.39%
Staffordshire County Council	23.71%	24.33%	20.59%	21.31%	22.94%	27.90%	21.00%	23.20%	21.73%	15.65%	31.46%	30.14%	21.48%	11.40%	30.90%	25.20%								
Stoke-on-Trent City Council	17.15%	21.08%	18.65%	19.10%	19.15%	25.42%	22.50%	23.32%	10.57%	7.56%	21.97%	19.97%	12.66%	2.73%	20.17%	14.59%								

Notes
Data consistent with WasteDataFlow out-turns. All data is provisional until DEFRA publication

Q2 recycling rate (%) per council comparison from 2017/18 to 2018/19

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