

## **PROJECT PROGRESS REPORTS**

### ***Joint Waste Management Board Subgroup***

#### **AGENDA**

**2.15pm Thursday 1<sup>st</sup> July 2015**

**Members room 1, County Buildings, Staffordshire County Council**

1. Attendees / Apologies
  - Chair of JWMB; Cllr Ann Beech (Newcastle under Lyme Borough Council)
  - Vice chair of JWMB; Cllr Mary Bond (South Staffordshire District Council)
  - 2 further members; Cllr Iain Eadie (Lichfield Borough Council)  
Cllr Gill Heath (Staffordshire County Council)
  - Chair of SWOG; Shaun Alexander (South Staffordshire District Council)
  - Additional Waste Officers to support the Councillors;  
Trevor Nicoll (Newcastle under Lyme Borough Council)  
Chris Jones (Staffordshire County Council)  
Nigel Harris (Lichfield and Tamworth Joint Waste Service)
  - SWP Officer; Kay Cocks
2. SWOG update – new Chair, new secretary
3. TOG updates
4. General updates – awards applications
5. SWP Officer's progress report (please see attached)
6. Holistic savings for Staffordshire – options list and matrix provided in the meeting
7. Upcoming JWMB meeting on 22<sup>nd</sup> July 2015; agenda creation
8. Any other business / arrange next meeting

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### Closed projects

#### **Food waste prevention project group**

The Fun Food Facts packs for adults and kids have been launched;

- Issued to all councils
- Available to download from the SWP website
- Partners have received copies to facilitate their education workshops
- Promoted in the Staffordshire Sentinel to the public.

Each Council is now promoting the packs as they see fit, with some issuing via email to all local schools, slimming groups, community groups etc. It is now up to each council to ensure the packs get the maximum engagement in their local area.

#### **Developer bin policy**

The Waste Guidance for Developers document has now been completed and issued to Councils to implement as they see fit. The document is written to include guidance for consideration when designing a development, and also includes a method for payment should a council wish to charge for the provision of bins. This can be removed or altered as per the individual Council's policies.

#### **Fleet procurement**

The procurement process for ESBC fleet is now complete, with award to Gulliver's. SWP moderated the evaluation process as an impartial advisor, and has offered the same to Lichfield and Tamworth Joint Waste Service for their fleet procurement, who have just received their tenders and are ready to begin evaluation. SWP also provided some assistance to ESBC as legal issues arose during the award process when the second place tender applicant considered issuing a legal challenge.

### On-going projects

#### **Dry recyclables processing contract procurement**

Although the contract procurement is now completed, there has been recent work during the initial contract implementation phase. The contract began in April and work has been going on to ensure both the Councils and the contractor are aware of their responsibilities and in line with the contract documents. This has involved creation of spreadsheets and process diagrams to ensure consistency and agreements.

The contractor, Biffa, has also offered support to tackle contamination, which each council is following up on individually. SWP will also create a press release with Biffa for the local area, concentrating on quirky facts of items people try to recycle (e.g. swords, chain mail suits, gas canisters etc) to add humour to a contamination message in a positive news story.

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### **Four Ashes joint campaign**

Several meetings have taken place to create a joint communications campaign with Veolia, as part of the Four Ashes contract requirements. Veolia are funding the project and any media will have both the SWP and Veolia logos on. The working group created of several ROG members from a variety of Councils have agreed that a social media focused recycling campaign is to be created over the coming weeks. Background information is currently being gathered before a full project plan is drafted by Veolia's designers. The working group are ensuring the campaign meets the SWP requirements, rather than simply satisfying Veolia.

### New projects

#### **Holistic savings for Staffordshire**

As an impartial colleague to all councils, SWP is facilitating the ongoing discussions that commenced with the County Council's proposal to cut green waste recycling credits due to a need to save £1.5million.

This will be fully discussed at the meeting, along with hand outs issued to you at the meeting, which are not presently ready for issue.