

Staffordshire Local Government Association

MINUTES OF THE MEETING OF THE STAFFORDSHIRE AND STOKE-ON-TRENT JOINT WASTE MANAGEMENT BOARD HELD ON 18 JULY 2017 AT COUNTY BUILDINGS, STAFFORD

Present:

Cannock Chase District Council

Mr. E. Edmonds
Cllr. J. Preece
Mr. J. Presland

Stafford Borough Council

Cllr. F. Finlay
Mr. P. Gammon
Mr. H. Thomas

**East Staffordshire Borough
Council**

Mr. P. Farrer
Cllr. D. Leese

Staffordshire County Council

Cllr. Mrs. G. Heath
Mr. C. Jones

Lichfield District Council

Cllr. I. Eadie
Mr. R. King

**Staffordshire Moorlands District
Council**

Cllr. A. Forrester
Mrs. N. Kemp

**Newcastle-under-Lyme Borough
Council**

Cllr. Mrs. A. Beech
Mr. A. Bird
Mr. T. Nicoll

Stoke-on-Trent City Council

Cllr. A. Dutton
Ms. C. Gibbs
Mrs. J. Stanway

South Staffordshire District Council

Cllr. Mrs. M. Bond (Chairman)
Mr. D. Roberts
Mrs. J. Smith

Tamworth Borough Council

Mr. N. Harris

Also in attendance: Ms. K Cocks (Waste Partnership Manager); Mr. M. Gardener (Waste and Resources Action Programme); Mr. C. Hoy (Ricardo Energy & Environment); Mr. J. Lindop (Staffordshire County Council).

Apologies: Cllr. Mrs. J. Goodall (Tamworth Borough Council), Mr. S. Khan (East Staffordshire Borough Council); Cllr. A. Munday (Stoke-on-Trent City Council); Mr. C. Thomson (Staffordshire County Council).

PART ONE

Minutes

1. With regard to minute Nos. 49 and 50, the Member representative of Cannock Chase District Council said that his comments on the need for the WRAP modelling to take account of the additional fly tipping which might arise from any reconfiguration of waste collection services in the County, should have been included.

The Officer representative of Cannock Chase District Council said that his name should have been included in the list of attendances.

2. **RESOLVED** – That, subject to the above, the minutes of the meeting held on 23 May 2017 be confirmed and signed by the Chairman.

Matters Arising

3. There were no matters arising which were not dealt with elsewhere on the Agenda.

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

4. The Board considered a report of the Chairman of the Staffordshire Waste Officers' Group regarding progress made towards delivery of the Strategic Waste Management Board Action Plan during Quarter 4 2016/17.

With regard to NI191: "Residual Household Waste Collected per Household", Partnership performance had generally worsened when compared to Quarter 3 in that more residual waste had been collected. However, the volume of waste collected in both Cannock Chase and Staffordshire Moorlands Districts had declined during Quarter 4.

With regard to NI192: "% of Household Waste Sent for Re-Use, Recycling or Composting", Partnership performance was similar to NI191 in that it had generally worsened when compared to Quarter 3. However, the volume of waste composted in Cannock Chase District, Stafford Borough and Staffordshire Moorlands District had increased during the quarter.

Members noted that the Quarter 3 and 4 statistics relating to Stoke-on-Trent were not yet available.

During his presentation of the report, the County Council's Group Manager; Sustainability and Waste Management commented that innovative solutions were required in order to reverse the disappointing trends outlined above. A Member asked whether any lessons could be learned from those Districts/Boroughs who had improved their individual performance. However, the representatives of these Authorities were not aware of any additional measures being employed in their areas which might have positively affected performance.

An officer representative of Newcastle-under-Lyme Borough Council and the Chairman of the Local Authority Recycling Advisory Committee informed Members that composting rates were seasonal and the weather conditions during January, February and March had not been ideal. The Waste Partnership Manager added that an item on remedial measures to address the decline in performance had been included on the Agenda for the next meeting of the Staffordshire Waste Officers' Group.

5. **RESOLVED** – (a) That the report be received and noted.

(b) That Stoke-on-Trent City Council's performance statistics for Quarter 3 and 4 2016/17 be forwarded to the Waste Partnership Manager as soon as possible.

(c) That the Board keep the performance statistics under review and Partners give consideration to the adoption of any necessary remedial measures, at the appropriate time.

Joint Waste Management Board Sub-Group
(Schedule 2)

6. (a) **Progress Report**

The Board received progress reports in respect of the following projects from the Staffordshire Waste Partnership Manager:-

- (i) Holistic Savings in Waste;
- (ii) Stafford Borough Council Contract Procurement;
- (iii) Mixed Recycling Facility – Contract Issues.

RESOLVED – That the report be received and noted.

(b) **The Future of the Group**

The Board received an oral report from the Waste Partnership Manager regarding the future of the Joint Waste Management Board Sub-Group.

Members were informed that the Sub-Group was originally set up to manage the work flow and progress of the Partnership officer, when the role was created four years ago. Over the last few years, the role had grown and now reported directly into the Staffordshire Waste Officers' Group for officer level input and Board for Member level input. In addition, the role of the Sub-Group had changed over recent months. Previously, they had been responsible for overseeing progress on a wide range of Partnership Projects. However, since the Board had been focussing on the identification of Holistic Financial Savings in Waste, other areas of work had been completed leaving fewer outstanding projects in the Working Group's work programme. Changes in funding arrangements had also contributed to a reduction in the number of ongoing Partnership projects.

In addition, Meetings of the Working Group had previously provided an opportunity for the Chairman and Vice-Chairman to review potential Agenda items for the following meeting of the Board.

In view of the above, the Chairman sought the views of Partners as to whether the Terms of Reference for the Working Group should either be widened to incorporate other matters or the Group disestablished as being no longer required.

In the discussion which ensued Members expressed support for disestablishing the Working Group at this time on the understanding that a similar Group, as a project board based on each individual project as required, could be convened at a point in the future. However, the Chairman and Vice-Chairman spoke of the value of their continuing to meet with relevant officers prior to meetings of the Board for the purposes of holding pre-Agenda previews.

7. **RESOLVED** – (a) That the oral report be noted.

(b) That the Joint Waste Management Board Sub-Group be disestablished as being no longer required at this time.

(c) That the Waste Partnership Manager arrange for the Chairman and Vice-Chairman to meet with relevant Officers in advance of meetings of the Board for the purposes of creating the Agenda for Board meetings and governance matters, as necessary.

Staffordshire Waste Partnership Board Finances (Schedule 3)

8. The Board received an oral report of the Environment Manager – East Staffordshire Borough Council regarding the Partnership's finances. A copy of the Partnership's income and expenditure account for 2016/17 had been circulated to Members with a copy of the Agenda for the meeting.

The Environment Manager reported that income during the period had amounted to £42,700 including an additional £2,700 from Stafford Borough Council. However, expenditure over the same period had amounted to £44,366.31. Therefore, £1,666.31 had been transferred from the reserve in order to fund the shortfall.

During his presentation of the report, the Environment Manager highlighted that the balance in the reserves following the transfer amounted to £14,449.92. This sum was considered adequate for the purpose of the Partnership going forward and therefore contributions for 2017/18 would not need to be increased. The Waste Partnership Manager added that the income/expenditure account for 2017/18 would not show income from the Waste Resources Action Programme since the grant which they had awarded to Staffordshire was paid directly to the consultant employed to undertake the work associated with the Holistic Financial Savings in Waste Project.

The Officer representative of South Staffordshire District Council commented that it would be useful to have a projection of the Partnership's future financial position.

9. **RESOLVED** – (a) That the report be received and noted.

(b) That the Board be provided with a projection of income/expenditure for 2017/18 at their next meeting.

Household Waste Recycling Centres (Schedule 4)

10. (a) Charging Update

The Board received a presentation from the County Councils Group Manager: Sustainability and Waste updating them on the operation of the County Council's charging policy for non-household waste received at household Waste Recycling Centres which had been implemented on 1 November 2016.

The County Council did not have a statutory duty to dispose of any waste generated by Staffordshire residents other than that which arose from their normal day to day occupation of homes. Therefore, they had introduced a policy of charging for some types of non-household waste (including soil, rubble, plasterboard and tyres etc) from private individuals at their HWRCs. It was intended that receipts generated from this charging policy would be used to offset the cost of treatment/disposal of the waste collected and also help to ensure that HWRCs were not used by traders seeking to dispose of waste free of charge.

During his presentation the Group Manager informed them that he had not yet received the required data for the whole of the County. However, from the statistics which had been received since their previous meeting, the quantity of waste deposited at HWRC's and incidence of fly-tipping appeared to have remained broadly static when compared to the previous quarter.

Continuing, he acknowledged the concerns which had previously been expressed by Partners regarding the information which they said did not appear to take full account of the cases of fly-tipping which had occurred in their areas. Whilst he reminded them that the information presented was based on figures originally supplied by District and Borough Councils, he went on to seek their views as to what information should be provided in the future and how it should be given.

The Chairman commented on the importance of consistency in the method of presentation so that meaningful comparisons could be made (i) over time and (ii) between areas.

The Officer representative of Newcastle-under-Lyme Borough Council expressed his view that there were wider issues concerning fly-tipping which required a co-ordinated approach and Partnership working in order to find solutions. Another officer representative of the Borough Council referred to the level of additional income West Sussex County Council had anticipated from the introduction of a similar charging policy to that adopted in Staffordshire. He said that this income had not materialised in practice and substantial savings had been made by this Authority when they had abandoned charging for non-household waste.

In reply the Group Manager undertook to research West Sussex's experiences with charging although he said it was likely that their Household Waste Recycling contract was substantially different to that of Staffordshire's.

The Member representative of Lichfield District Council said that it would be useful to know whether fly-tipping in Staffordshire was domestic or commercial waste. In reply the Group Manager said that efforts were made to identify the various sources of waste illegally tipped on local authority land. However, it was not possible to take account of fly-tipping on private land in the statistics.

RESOLVED – (a) That the oral report be received and noted.

(b) That the County Council’s Group Manger: Sustainability and Waste research West Sussex County Council’s experience with regard to charging for non-household waste at Household Waste Recycling Centres and report back to the Board, as necessary.

(b) Litter Strategy

The Board considered an oral report of the Chairman of the Local Authority Recycling Advisory Committee (LARAC) regarding the Government’s proposed Litter Strategy for England which potentially had implications for all Waste Collection and Disposal Authorities.

The Government had published a Policy Paper on 10 April 2017 entitled “Litter Strategy for England” which explained how they intended to work with groups and businesses in the future to reduce litter. Although comments were required by 21 July 2017 the LARAC Chairman understood that progress had been delayed owing to the recently held General Election. Whilst his organisation was to be represented on the Data and Monitoring Working Group which had been established under the initiative, no further details were available at the current time. However, it was hoped to be able to bring further information about the strategy to their next meeting.

11. **RESOLVED** – (a) That the report be received and noted.

(b) That further details of the Litter Strategy for England be reported to a future meeting, as necessary.

Holistic Savings for Staffordshire
(Schedule 5)

12. (a) **Waste and Resources Action Plan Project Update**

The Board considered an oral report of the Waste Partnership Manager updating them on progress with regard to Holistic Savings for Staffordshire project.

Since the previous meeting of the Board the second phase of the project had begun. Various meetings had been held between the appointed consultant and key personnel in order to obtain a greater understanding of the work of the Partnership and data requests had been issued to all Councils. To date responses had been slow and key information required was still outstanding which had caused delays in collating the information. However, it was anticipated that these delays would not adversely affect the timescales which had been identified for completion of the work.

A workshop had been held on 28 June 2017 to which all officers had been invited in order to facilitate full representation at the event. The Consultant had given an update on his work and tabled assumptions for agreement so that work could continue on schedule.

A briefing note setting out the outcomes of the Working Group had been circulated to all Partners.

RESOLVED – That the oral report be received and noted.

(b) Progress to Date

The Board received a Powerpoint presentation (slides attached at Appendix A to the signed minutes) from Chris Hoy of Ricardo Energy and Environment on the progress made to date in supporting Holistic Savings for Staffordshire project setting out (i) the objectives of Phase 2 of the project; (ii) scenarios to be modelled; (iii) the various assumptions made in the scenarios; (iv) anticipated outcomes and; (v) the next steps. In addition, he outlined the work he had undertaken relating to (i) Residual Facilities Optimisation; (ii) Waste Infrastructure Credits and; (iii) the workshop referred to in (a) above.

Members noted the timescales and key deliverables which Mr. Hoy had also referred to in his presentation.

During the discussion which ensued, the representatives of Cannock Chase District Council re-iterated the need for the modelling to take account of the costs to partners from fly-tipping. They also sought clarification of the socio/economic factors being built-in to this work, highlighting the social deprivation which existed in their area.

The Member representative of Stafford Borough Council emphasised the importance of keeping Leaders and Chief Executives at Partner Authorities informed of the progress which had been made to date, the key deliverables and timescale for completion of the project. The Member representative of Lichfield District Council concurred with this view especially having regard to the time which had elapsed since their initial consideration of the matter.

The officer representative of Newcastle-under-Lyme Borough Council shared some initial findings arising from recent changes in waste collection services in the Borough and the representatives of Lichfield District and Tamworth Borough Councils said that data from their new operations would shortly be available to help inform the modelling being undertaken in the wider project.

13. **RESOLVED** – (a) That the report be received and noted.

(b) That representatives of Partner Authorities keep Leaders and Chief Executives updated on the progress being made in this project.

Date/Venue of Next Meeting

14. **RESOLVED** – That a further meeting of the Board be held at the end of September 2017 on a date, time and at a venue to be arranged.

CHAIRMAN