

# Joint Scrutiny Panel of Somerset Waste Board

Monday 11 December 2017

10.00 am Hobhouse Room - County Hall



To: The Members of the Joint Scrutiny Panel of Somerset Waste Board

Cllr I Aldridge, Cllr P Bradshaw, Cllr N Cottle, Cllr C Goodall, Cllr M Lewis, Cllr T Lock, Cllr D Loveridge, Cllr J Parbrook, Cllr L Perry, Cllr A Sully and Cllr M Wales

Issued By Julian Gale, Strategic Manager - Governance and Risk - 1 December 2017

For further information about the meeting, please contact Lindsey Tawse on 01823 355059, [ltawse@somerset.gov.uk](mailto:ltawse@somerset.gov.uk) or or Jamie Jackson on 01823 359040, [jajackson@somerset.gov.uk](mailto:jajackson@somerset.gov.uk)

Guidance about procedures at the meeting follows the printed agenda.

This meeting will be open to the public and press, subject to the passing of any resolution under Section 100A (4) of the Local Government Act 1972.

This agenda and the attached reports and background papers are available on request prior to the meeting in large print, Braille, audio tape & disc and can be translated into different languages. They can also be accessed via the council's website on [www.somerset.gov.uk/agendasandpapers](http://www.somerset.gov.uk/agendasandpapers)



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# AGENDA

Item Joint Scrutiny Panel of Somerset Waste Board - 10.00 am Monday 11 December 2017

**\*\*Public Guidance notes contained in agenda annexe\*\***

1 **Appointment of Chair and Vice-Chair**

To appoint the Chair and Vice Chair of the Panel.

2 **Apologies for absence**

3 **Declarations of Interest**

Details of all Members' interests in District, Town and Parish Councils will be displayed in the meeting room. The Statutory Register of Member's Interests can be inspected via the Democratic Services team.

4 **Minutes from the previous meeting held on 21 November 2016** (Pages 7 - 8)

The Committee is asked to confirm the minutes are accurate.

5 **Public Question Time**

The Chairman will allow members of the public to ask a question or make a statement about any matter on the agenda for this meeting. **These questions may be taken during the meeting, when the relevant agenda item is considered, at the Chairman's discretion.**

6 **Role of Joint Scrutiny Panel of Somerset Waste Board** (Pages 9 - 10)

To receive the draft Terms of Reference.

7 **Somerset Waste Partnership (SWP) Client Team Update**

To receive a presentation.

8 **Performance Update** (Pages 11 - 22)

To receive the report.

9 **Energy From Waste Project Update** (Pages 23 - 26)

To receive the report.

10 **SWP Business Plan** (Pages 27 - 46)

To receive the report.

11 **Forward Plan for Waste Scrutiny** (Pages 47 - 50)

The Somerset Waste Board Forward Plan is attached to assist the discussion.

Item Joint Scrutiny Panel of Somerset Waste Board - 10.00 am Monday 11 December 2017

12 **Any other urgent items of business**

The Chairman may raise any items of urgent business.

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# Agenda Annexe

## Guidance notes for the meeting

### 1. Inspection of Papers

Any person wishing to inspect Minutes, reports, or the background papers for any item on the Agenda should contact the Committee Administrator for the meeting – Lindsey Tawse on Tel: (01823) 355059 or 357628 or Email: [ltawse@somerset.gov.uk](mailto:ltawse@somerset.gov.uk) They can also be accessed via the council's website on [www.somerset.gov.uk/agendasandpapers](http://www.somerset.gov.uk/agendasandpapers)

### 2. Members' Code of Conduct requirements

When considering the declaration of interests and their actions as a councillor, Members are reminded of the requirements of the Members' Code of Conduct and the underpinning Principles of Public Life: Honesty; Integrity; Selflessness; Objectivity; Accountability; Openness; Leadership. The Code of Conduct can be viewed at: <http://www.somerset.gov.uk/organisation/key-documents/the-councils-constitution/>

### 3. Minutes of the Meeting

Details of the issues discussed and recommendations made at the meeting will be set out in the Minutes, which the Committee will be asked to approve as a correct record at its next meeting.

### 4. Public Question Time

**If you wish to speak, please tell Lindsey Tawse the Committee's Administrator - by 12 noon the (working) day before the meeting.**

At the Chairman's invitation you may ask questions and/or make statements or comments about any matter on the Committee's agenda – providing you have given the required notice. You may also present a petition on any matter within the Committee's remit. The length of public question time will be no more than 30 minutes in total.

A slot for Public Question Time is set aside near the beginning of the meeting, after the minutes of the previous meeting have been signed. However, questions or statements about any matter on the Agenda for this meeting may be taken at the time when each matter is considered.

You must direct your questions and comments through the Chairman. You may not take direct part in the debate. The Chairman will decide when public participation is to finish.

If there are many people present at the meeting for one particular item, the Chairman may adjourn the meeting to allow views to be expressed more freely. If an item on the Agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group.

An issue will not be deferred just because you cannot be present for the meeting. Remember that the amount of time you speak will be restricted, normally to two minutes only.

## **5. Exclusion of Press & Public**

If when considering an item on the Agenda, the Committee may consider it appropriate to pass a resolution under Section 100A (4) Schedule 12A of the Local Government Act 1972 that the press and public be excluded from the meeting on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, as defined under the terms of the Act.

## **6. Committee Rooms & Council Chamber and hearing aid users**

To assist hearing aid users the following Committee meeting rooms have infra-red audio transmission systems (Luttrell room, Wyndham room, Hobhouse room). To use this facility we need to provide a small personal receiver that will work with a hearing aid set to the T position. Please request a personal receiver from the Committee's Administrator and return it at the end of the meeting.

## **7. Recording of meetings**

The Council supports the principles of openness and transparency. It allows filming, recording and taking photographs at its meetings that are open to the public - providing this is done in a non-disruptive manner. Members of the public may use Facebook and Twitter or other forms of social media to report on proceedings and a designated area will be provided for anyone wishing to film part or all of the proceedings. No filming or recording may take place when the press and public are excluded for that part of the meeting. As a matter of courtesy to the public, anyone wishing to film or record proceedings is asked to provide reasonable notice to the Committee Administrator so that the relevant Chairman can inform those present at the start of the meeting.

We would ask that, as far as possible, members of the public aren't filmed unless they are playing an active role such as speaking within a meeting and there may be occasions when speaking members of the public request not to be filmed.

The Council will be undertaking audio recording of some of its meetings in County Hall as part of its investigation into a business case for the recording and potential webcasting of meetings in the future.

A copy of the Council's Recording of Meetings Protocol should be on display at the meeting for inspection, alternatively contact the Committee Administrator for the meeting in advance.

## **Somerset Waste Joint Scrutiny Panel**

Notes from the Joint Scrutiny Panel (of the Somerset Waste Partnership (SWP)) meeting held on Monday 21 November 2016 at 10:00am at Monmouth House, Blackbrook Park Avenue, Taunton.

### **Present**

Cllr Peter Bradshaw (Mendip District Council);

Cllr Val Keitch (South Somerset District Council);

Cllr Dave Loveridge and Cllr Liz Perry (Sedgemoor District Council).

**Officers** – Steve Read, Managing Director – SWP;

Dave Mansell – Development and Monitoring Manager, SWP;

Neil Milne – Democratic Services – Somerset County Council.

### **Apologies for absence**

Apologies had been received from Cllr Richard Lillis – Chairman of the Panel (West Somerset District Council), Cllr Tony Lock and Cllr Mike Lewis (Somerset County Council), Cllr Nick Cottle (Mendip District Council) and Cllr Jason Baker (South Somerset District Council).

### **Notes from the last meeting (10 February 2016)**

### **Action**

Members considered and accepted the notes of the last meeting. Steve Read provided an update about progress made on some matters since the last meeting.

He began by speaking about the alternatives to Landfill Project, reminding the Joint Scrutiny Panel that a proposal received from Viridor had been rejected and the Somerset Waste Partnership (SWP) had gone to the market to explore other options.

Since that time Viridor had come back to the SWP with another proposal and a report about this had been considered by the SWP at their meeting last October. It was noted that the proposal would involve collected waste being taken to transfer stations at Dimmer and Walpole and then taken out of Somerset to Avonmouth. This proposal might also involve creating a vehicle depot at Walpole.

There was a question about the impact of the EU referendum and the likelihood of 'Brexit' on current EU directives and legislation. In response it was stated that the Government had announced the Great Repeal Bill, and this would incorporate all EU legislation in to British law, thus providing certainty and continuity over the short and medium term, until any subsequent amendments by Parliament.

### **Recycle More – Recycling and Refuse Collections**

### **Action**

The Joint Scrutiny Panel had the benefit of a very thorough presentation by Dave Mansell that supplemented his report that had been distributed before the meeting.

It was expected that a confidential update will be given to the Board on 26 February.

This presentation and update was accepted.

## **Future**

It was noted that the SWP had already contacted and agreed dates for reports on the Recycle More collection services to go to each of the Member Councils of the SWP throughout November and December. It would then be considered by the SWP at its Board meeting on 16 December.

## **Date of next meeting**

## **Action**

There was a brief discussion about the next potential date of a meeting and it was agreed to keep this under review and open for some time in the New Year.

## **Any other business of urgency**

There being no other items of business the Chairman thanked all those present for attending and the meeting was closed at 11:35.



## Somerset Joint Waste Scrutiny Panel

Revised Draft 29 November 2017 – for consideration on 11 December 2017

### 1. Purpose and powers

The Somerset Joint Waste Scrutiny Panel (the Panel) will allow effective multi-authority Scrutiny of the Somerset Waste Board and support the strategic development of the Somerset Waste Partnership. The Panel will not be constituted as a formal joint committee. It does not replace or duplicate the role of individual partner scrutiny committees but aims to add value to the joint working of the board.

### 2. Membership

The Panel will comprise of two members from each participating authority. They will be appointed annually by the Scrutiny Committee (or equivalent) of each partner authority as determined locally, except that they should not be Executive members of any authority. The following members have been appointed to the Panel as of the end of November 2017:

Authority	Members
Mendip District Council	1. Cllr Nick Cottle 2. Cllr Peter Bradshaw
Sedgemoor District Council	1. Cllr Dave Loveridge 2. Cllr Liz Perry
Somerset County Council	1. Cllr Tony Lock 2. Cllr Mike Lewis
South Somerset District Council	1. Cllr Carol Goodall 2. Cllr Martin Wale <i>Substitute: Cllr Jason Barker</i>
Taunton Deane Borough Council	1. Cllr Andrew Sully 2. n/a
West Somerset Council	1. Cllr Jean Parbrook 2. Cllr Ian Aldridge

### 3. Role

The Panel will act as a “scrutiny commission” or “task group” on behalf of every authority. In conducting this role it may:

- Scrutinise decisions of the Somerset Waste Board
- Explore specific issues that benefit from member involvement in detailed review
- Support the board in developing its strategic development

### 4. Recommendations

The recommendations of the Panel will be reported to the:

- each authority’s Scrutiny Committee via the authority’s representative member
- Somerset Waste Board via the chair of the panel.

If necessary, each Scrutiny Committee can make recommendations to its own Executive and receive a response.

### 5. Meeting and Support Arrangements

The Panel will meet quarterly. Somerset County Council, as administering authority for the Somerset Waste Partnership, will provide administrative support for the Panel. It is expected the executive members and senior officers will attend each Panel meeting. In addition to reports specific to topics it is focussing on, the Panel will be provided with copies of Somerset Waste Board papers.

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Joint Waste Scrutiny Panel  
11<sup>th</sup> December 2017



Performance Report - April 2017 to September 2017

Lead Officer: David Oaten, Contracts Manager – Treatment & Infrastructure

Author: John Helps, Performance Monitoring Officer

Contact Details: 01823 625705

<p><b>Summary:</b></p>	<p>This report summarises the key performance indicators for the period from April 2017 to September 2017 and compares these to the same period in the last two years. Key headlines are:</p> <ul style="list-style-type: none"> <li>• Less waste (both residual &amp; recycling) has been produced which has resulted in a slightly enhanced recycling performance</li> <li>• Recycling sites continue the trend of lower tonnages following the introduction of the permit scheme</li> <li>• Missed collections for recycling, food and garden waste are down around 5%</li> <li>• Missed collections have increased for refuse and repeat missed collections (actions to address this are summarised in section 2.5)</li> <li>• Flytipping is down overall but up in Mendip</li> </ul>
<p><b>Recommendations:</b></p>	<p><b>That the Joint Waste Scrutiny Panel notes the tonnage and performance results within Appendices A &amp; B.</b></p>
<p><b>Reasons for recommendations:</b></p>	<p>Report for information only. Whilst this report sets out specific actions being taken to address areas of concern, the business plan sets out how we focus on improving performance.</p>
<p><b>Links to Priorities and Impact on Annual Business Plan:</b></p>	<p>Transparency – Publishing Key Performance Indicators</p>
<p><b>Financial, Legal and HR Implications:</b></p>	<p>No direct financial, legal or HR implications.</p>
<p><b>Equalities Implications:</b></p>	<p>No equalities implications</p>
<p><b>Risk Assessment:</b></p>	<p>Areas of poor performance inform our overall risk assessment</p>

## 1. Background

- 1.1 Reports with a full range of key performance indicators for services managed by Somerset Waste Partnership are presented to the Board in December (Quarter 2 performance) and June (Outturn performance).

As part of SWP's drive for continuous improvement, Members will note that a start has been made to rationalise the format and the amount of data provided as part of this performance report, and to provide a richer analysis of the reasons for good or poor performance, and the actions being taken as a result. Specific changes to the performance report for December 2017 are:

- A number of the former appendices have either been amalgamated, reordered or removed.
- The report structure has been changed to provide a focussed commentary on key areas of performance.
- A verbal update on more recent performance (i.e. where confirmed data is not yet available) will be provided at the meeting to highlight any key trends.

Subject to and informed by the views of board members it is proposed to continue to make changes to the way we report performance. Proposed changes include:

- Future performance reports will also include a degree of additional analysis, focusing on discreet service areas, in order to keep Members informed of the actions taken to achieve performance improvement or indeed the reasons behind a deterioration in performance. The first area of focus for the February 2018 Board meeting is likely to be around our missed collection performance and the actions being taken to improve it.
- Giving an update on the business plan, which sets out the actions we are taking to improve performance, in particular highlighting areas of concern and areas of success.
- Bringing performance reporting together so that it represents a more rounded picture of performance, finance and risk, workforce and partnerships, customers and communications.

## 2. Performance Findings

### 2.1 Headline performance figures

Headline figures to note for April to September 2017 compared to the same period in 2016 are shown in the table below. The RAG ratings indicate where trends are on track (green), not as desired (amber) or a cause for concern (red). A verbal update for any significant changes to these trends will be given at the Board.

National Indicators	Result	+ / -	Appendix	Lines
Residual waste per household (NI 191) - kg/hh	245.20	-2.43%	A1	(38)
Recycling & reuse rate (NI 192) - %	55.07%	0.33%		(39)
Waste landfilled (NI 193) - %	43.44%	-0.60%		(40)
Waste Streams	Tonnes	% Change		
Total Reused, Recycled & Composted	75,963	-1.00%		(25)
Residual Landfilled	58,937	-2.71%		(26, 29, 30)
Recovery	2,692	2.00%		(27, 28, 31)
Total Household Arisings	136,879	-1.72%		(32)
Total Commercial Arisings	3,084	2.15%		(24, 34)

Recycling Sites	Tonnes/ Number	+ / -	A3
Tonnages	41,480	-2,283	
Recycling/Recovery Rate	79.73%	1.86%	
Visitor Numbers	956,413	-0.89%	

Missed Collections	Number	% Change	B1
Recycling & Food	6,610	-4.88%	
Garden Waste	3,148	-5.24%	
Refuse	3,742	13.22%	
Repeat Missed Collections	2,820	2.58%	

Fly Tipping	Number	+ / -	B2
Number of Incidents	2,279	-34	

### 2.2 Analysis of performance drivers

#### 2.2.1 Overall tonnages

Appendix A1 shows tonnage by material type as well as the former key national performance indicators arranged in alphabetical commodity order and showing 3 comparative years. It shows data for the whole partnership (i.e. kerbside and recycling sites).

The headline tonnage figures show that tonnages have declined. Key points are:

- A 1.13% (-862 tonnes) decrease in household waste reused, recycled and composted (line 23),
- A 1.72% (-2,395 tonnes) decrease in overall household waste arisings (line 32),
- A 2.61% (-1,575 tonnes) decrease in household waste landfilled (line 33), and

Appendix A2 shows that Somerset households produced less waste, when compared to the first six months of 2016, with a reduction of 9.32 kg/hh, bringing the total waste arisings to 555.96 kg/hh, the majority of this reduction being achieved at the recycling sites.

### **2.2.2 Recycling and reuse**

Appendix A1 shows materials recycled overall (both kerbside and recycling sites) and A2 shows headline kg per household performance for kerbside collection services and recycling sites.

Changes worthy of note include:

- A continued drop in the amount of paper collected, with a decrease of 10.60% (-609 tonnes - line 18),
- A 0.84% (-432 tonnes) reduction of residual waste sent to landfill collected from the kerbside (line 29), suggesting that the majority of material displaced from the recycling sites has not been presented for collection.
- It should be noted some of these changes may be as a result of improvements in manufacturing processes such as lighter glass and other external factors and not necessarily associated with service changes or provision. The Business Plan commitment to regular waste composition analysis will help better understand people's behaviour.

### **2.3 Garden Waste**

The amount of garden waste treated during this period at both the recycling sites and at kerbside increased by 2.34% (682 tonnes - line 10). Increases in garden waste per household were 2.72 kg/hh, with a continued increase seen in kerbside collections of 3.68kg/hh to 51.48 kg/hh, offset by a slight decrease at recycling sites of 0.96 kg/hh bringing the total through the sites down to 67.35 kg/hh. The biggest driver for changes in garden waste remains the weather.

### **2.4 Recycling Centres**

Appendix A2 shows headline Recycling Centre performance figures and Appendix A3 shows, for different materials, the weight and variation from 2016 of waste and recycling through the recycling sites, as well as the site recycling/recovery rates and visitor numbers.

It shows a total reduction of material through the recycling sites of 2,283 tonnes.

There was a loss of 484 tonnes of dry recycling and 241 tonnes of garden waste, as well as decreases of 1,211 tonnes (including asbestos) of residual waste, 169 tonnes of hardcore & soil and a reduction of 178 tonnes of wood sent for recovery. The majority of these reductions are thought to be related to the successful implementation and operation of the permit scheme.

This appendix also shows that the average recycling rate across the network is nearly 80%, with all sites showing improvement compared to the same period in 2016 and now all exceeding a rate of 71%. The lowest performing site at 71.73% being Frome and the highest performing at 86.90% being Minehead. Visitor numbers decreased by 8,544 (-0.89%), with 956,413 visits in the period April to September 2017. Again this is thought to be as a result of the permit scheme.

## **2.5 Missed Collections**

Appendix B1 shows the level of missed collections (for refuse, dry recycling/food and garden waste) compared to all periods in 2016-17, as well as the level of repeated missed collections. Performance is measured by reported 'misses per 1,000 collections' as indicated on the charts.

Monitoring of contractor performance for missed collections continues as a priority to ensure levels do not return to those seen in previous years. It is proposed that this service area will be subject to more detailed scrutiny at a future Board meeting. Performance highlights, and the action being taken in response are:

- For most service areas the level of missed collections appears to be fairly similar in the first half of 2017, compared to the same period in 2016. The exceptions to this are refuse collections for Mendip, Sedgemoor and Taunton Deane, garden waste collections in Sedgemoor and recycling collections in Mendip and Taunton Deane.
- The number of repeat missed collections has increased in Q2 compared to Q1. This situation is being monitored by SWP operational staff and action will be taken to address the downturn in performance in due course. The repeat missed collections are largely focussed on the same geographical areas as the missed collections.
- SWP is undertaking further analysis of the causes of these issues and the additional actions we may need to take in order to ensure that these issues are rectified. Initial analysis suggests:
  - Issues in Mendip appear to have been driven by Kier's rectification of resource imbalances across the services it provides in Mendip which resulted in a large proportion of the District seeing changes to the configuration of its rounds. This has led to an increase in missed collections as crews got used to the new rounds but also through reports from residents who had been caught out by changes in collection times. As rounds settle down in Mendip performance is now improving and we are monitoring closely to ensure that this trend continues.
  - Across the contract Kier continue to experience difficulties in sourcing enough agency staff to support the service and at its worst Taunton alone had seven rounds which were unable to start the day. Kier have reviewed and changed the way they recruit agency

staff and although some days we still do not see full allocation of staff we are seeing an improving picture.

- Problems with certain garden waste rounds were identified as crew issues and were not attributal to external factors. The issues with some garden waste collections has ultimately led to staff changes which although unfortunate we hope this will ultimately result in an improved service.

## **2.6 Flytipping**

Appendix B2 shows the level of reported flytips, broken down by waste type and District across Somerset. It shows that the numbers of reported flytips across Somerset continue to decrease slightly compared to 2016-17. In Quarters 1 – 2, the total number of flytips has reduced by 34 (-1.47%). There were decreases in the numbers reported in both Taunton Deane and West Somerset, with Sedgemoor and South Somerset remaining fairly static. The one exception being in Mendip where there was an unexpected increase in the number reported. Whilst we include fly tipping numbers as part of this Board report as the actions of the SWP can have an influence on flytipping, SWP has little control or influence over the numbers being shown as the statutory function to manage fly tipping events still rests with the partner District authorities.

## **3. Consultations Undertaken**

- 3.1** Consultation on findings in this report have been undertaken with SWP's Senior Management Group (officer representatives from partner authorities) and with SWP's Senior Management Team.

## **4. Implications**

- 4.1.** Implications of the performance data are:
- A focussed review of missed collection performance is being undertaken by SWP and will inform the way we manage our contract with Kier.
  - Implementation of the permit scheme at HWRCs continues to be monitored closely but appears to be having the desired impact on visitor numbers and tonnages
  - Further dialogue with Mendip District Council is required to understand why their flytipping performance is bucking the overall positive trend, but there is no evidence to suggest that this is a result of SWP's actions.

## **5. Background papers**

- 5.1.** Appendices A1, A2, A3, B1, B2 – Q2 Performance Monitoring Report Apr 17 - Sep 17.



## Tonnage Comparisons for April - September 2017 compared with the same periods in 2015 &amp; 2016

Material & Source		Tonnage Comparisons				
		April - September			Weight Variance	Percentage Variance
		2015-16	2016-17	2017-18		
1	Batteries	82	86	94	8	9.71%
2	Bric-a-brac (Reuse)	271	244	197	-47	-19.21%
3	Cans	1,037	1,062	1,072	10	0.98%
4	Cardboard	7,152	5,165	5,211	46	0.89%
5	Clothes and Shoes	1,017	978	1,008	30	3.04%
6	Cooking Oil	7	6	13	7	120.69%
7	Food Waste	8,494	9,001	8,870	-131	-1.46%
8	Fridges and Freezers	456	557	516	-41	-7.40%
9	Furniture	140	136	142	5	4.03%
10	Garden Waste	27,942	29,127	29,810	682	2.34%
11	Glass	7,691	7,594	7,621	27	0.35%
12	Mineral Oil	40	33	9	-24	-73.14%
13	Mixed Paper and Cardboard	186	2,067	2,107	40	1.93%
14	Non Packaging Scrap Metal	2,791	3,112	2,878	-234	-7.53%
15	Other Electrical Goods	1,776	1,875	1,695	-179	-9.57%
16	Other Packaging (Cartons)	16	12	14	2	18.39%
17	Paint	0	0	115	115	100.00%
18	Paper	6,295	5,750	5,140	-609	-10.60%
19	Plasterboard (Non-Household)	453	115	126	11	9.85%
20	Plastics	1,523	1,707	1,635	-72	-4.22%
21	Street Sweepings	3,810	3,778	3,662	-116	-3.07%
22	Wood	3,536	3,945	3,565	-380	-9.63%
23	Household Reused, Recycled & Composted	74,261	76,236	75,373	-862	-1.13%
24	Non-Household Reused, Recycled & Composted	832	495	590	95	19.24%
25	Total Reused, Recycled & Composted	75,092	76,730	75,963	-767	-1.00%
26	Asbestos	184	76	61	-14	-18.83%
27	Incineration (With Energy Recovery)	2,308	2,516	2,569	53	2.11%
28	Incineration (Without Energy Recovery)	2	6	10	4	54.44%
29	Residual to Landfill (Collection Services)	49,760	51,275	50,843	-432	-0.84%
30	Residual to Landfill (Recycling Sites)	8,744	9,228	8,033	-1,196	-12.95%
31	Sweepings Converted to RDF	118	117	113	-4	-3.08%
32	Total Household Arisings	135,361	139,275	136,879	-2,395	-1.72%
33	Total Household Landfilled	58,496	60,441	58,866	-1,575	-2.61%
34	Non-Household Landfilled	3,057	2,524	2,494	-30	-1.21%
35	Bottom Ash (From Incineration) Landfilled	31	33	34	1	2.11%
36	Total LACW Landfilled	61,483	62,692	60,804	-1,888	-3.01%
37	Total LACW	139,249	142,350	139,963	-2,387	-1.68%
38	NI 191: Residual Household Waste per Household (kg)	243.17	251.31	245.20	-6.11	-2.43%
39	NI 192: Household Waste Reused, Recycled & Composted	54.94%	54.74%	55.07%		0.33%
40	NI 193: LACW Landfilled	44.15%	44.04%	43.44%		-0.60%
Performance Increase >						
< Performance Decrease						

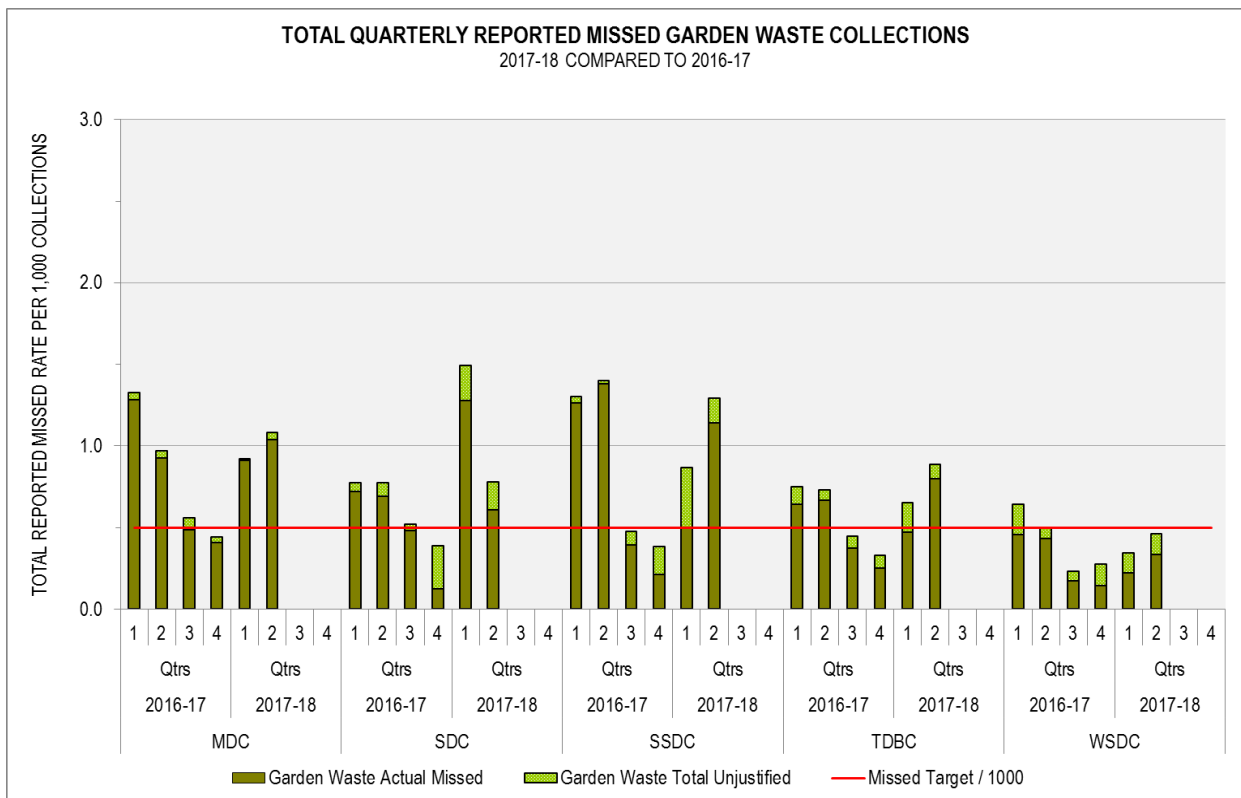
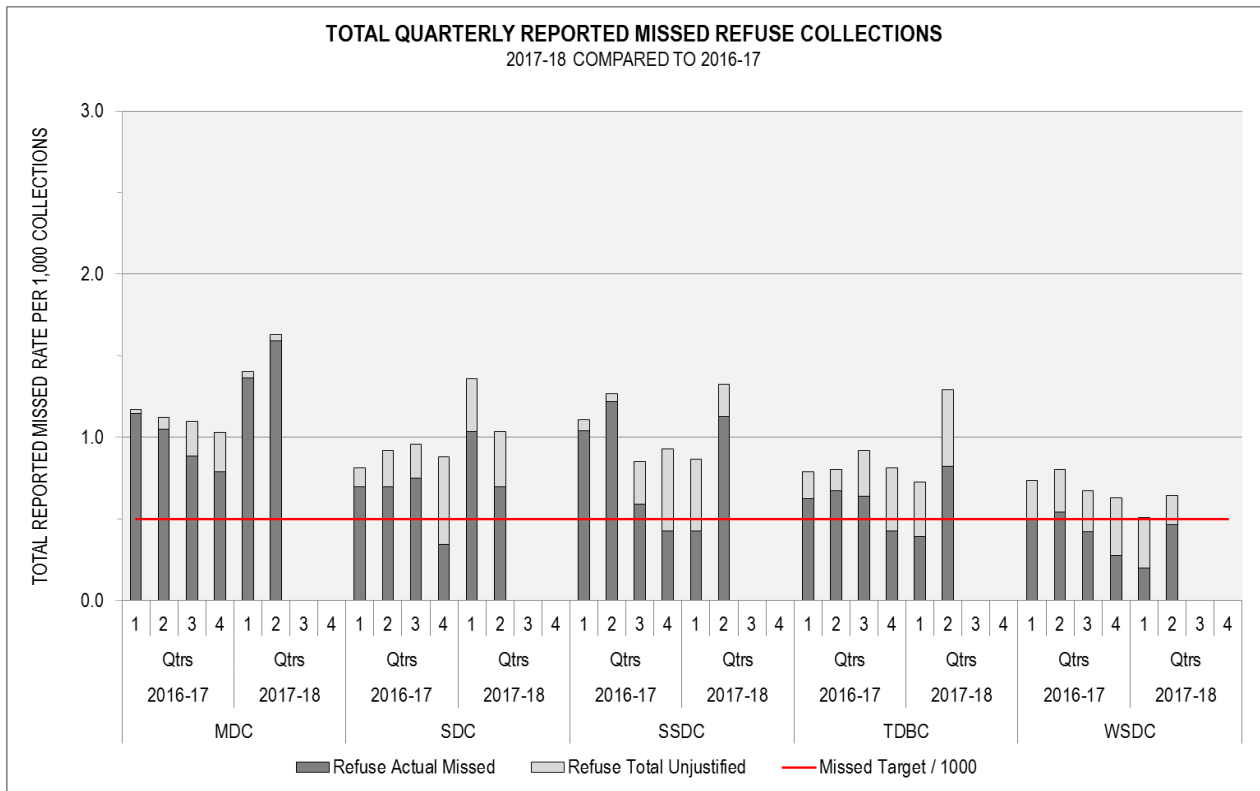
## Headline Variances kg/hh - April - September 2017-18 compared to the same period in 2016-17

Material and Source	Headline - kg/hh Variances					
	Collection Services		Recycling Sites		Somerset Waste Partnership	
	2017-18 kg/hh	Variance kg/hh	2017-18 kg/hh	Variance kg/hh	2017-18 kg/hh	Variance kg/hh
Food	35.36	-0.52			35.36	-0.52
Green Garden	51.48	3.68	67.35	-0.96	118.84	2.72
Recycling	81.10	-2.45	47.90	-2.64	128.99	-5.09
Reuse	1.93	0.11	0.76	-0.19	2.69	-0.08
Sweepings - Recycled	14.60	-0.46			14.60	-0.46
Total Reused, Recycled & Composted	184.47	0.36	116.01	-3.80	300.48	-3.44
Household Disposed Landfilled	202.73	-1.49	42.47	-4.62	245.20	-6.11
Sweepings (Converted to RDF)	0.45	-0.01			0.45	-0.01
Energy Recovery			10.24	0.21	10.24	0.21
Incineration (Without Energy Recovery)	0.04	0.01			0.04	0.01
Total Household Arisings	387.24	-1.12	168.72	-8.20	555.96	-9.32
NI 191: Residual Household Waste per Household (kg/hh)	202.73	-1.49	42.47	-4.62	245.20	-6.11
NI 192: Percentage of Household Waste Sent for Reuse, Recycling & Composting (%)	47.64%	0.23%	73.20%	1.42%	55.07%	0.33%
NI 193: Percentage of LACW Landfilled (%)					43.44%	-0.60%
Performance Increase >	■					
< Performance Decrease	■					
Performance Headline	■					

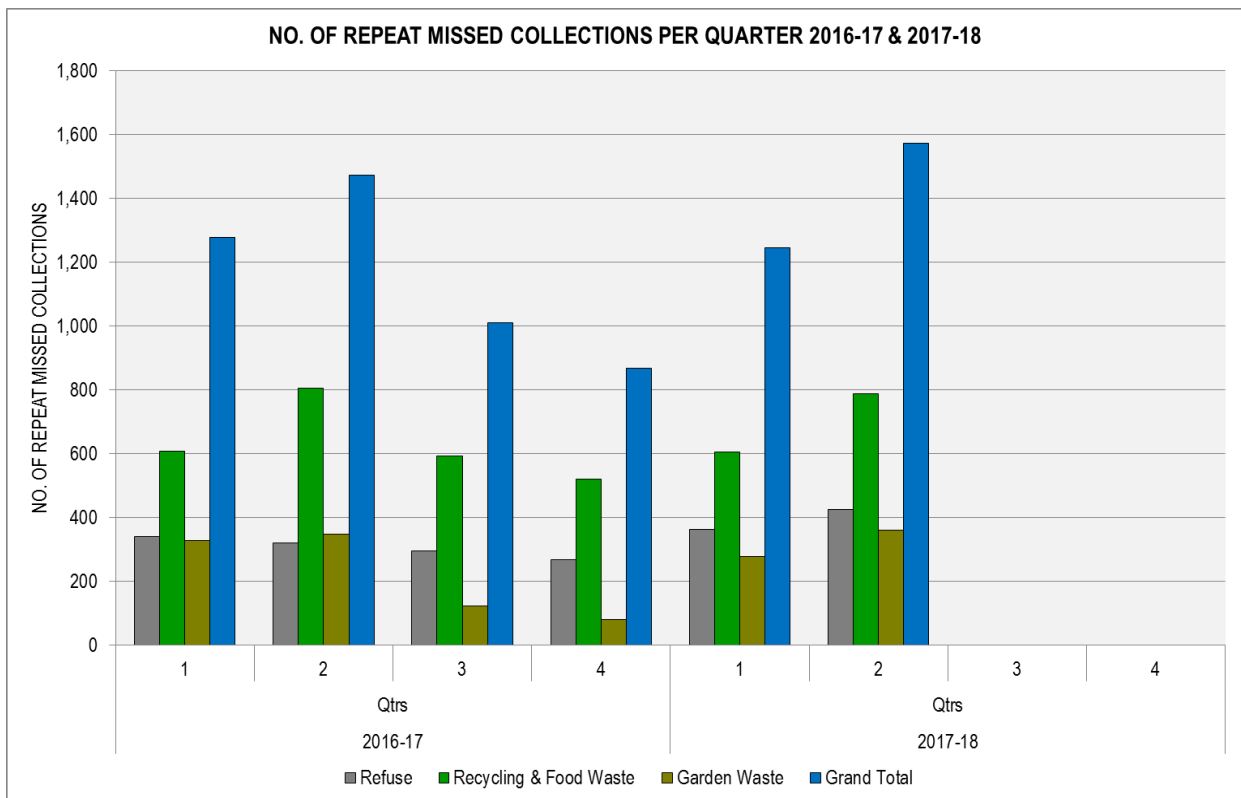
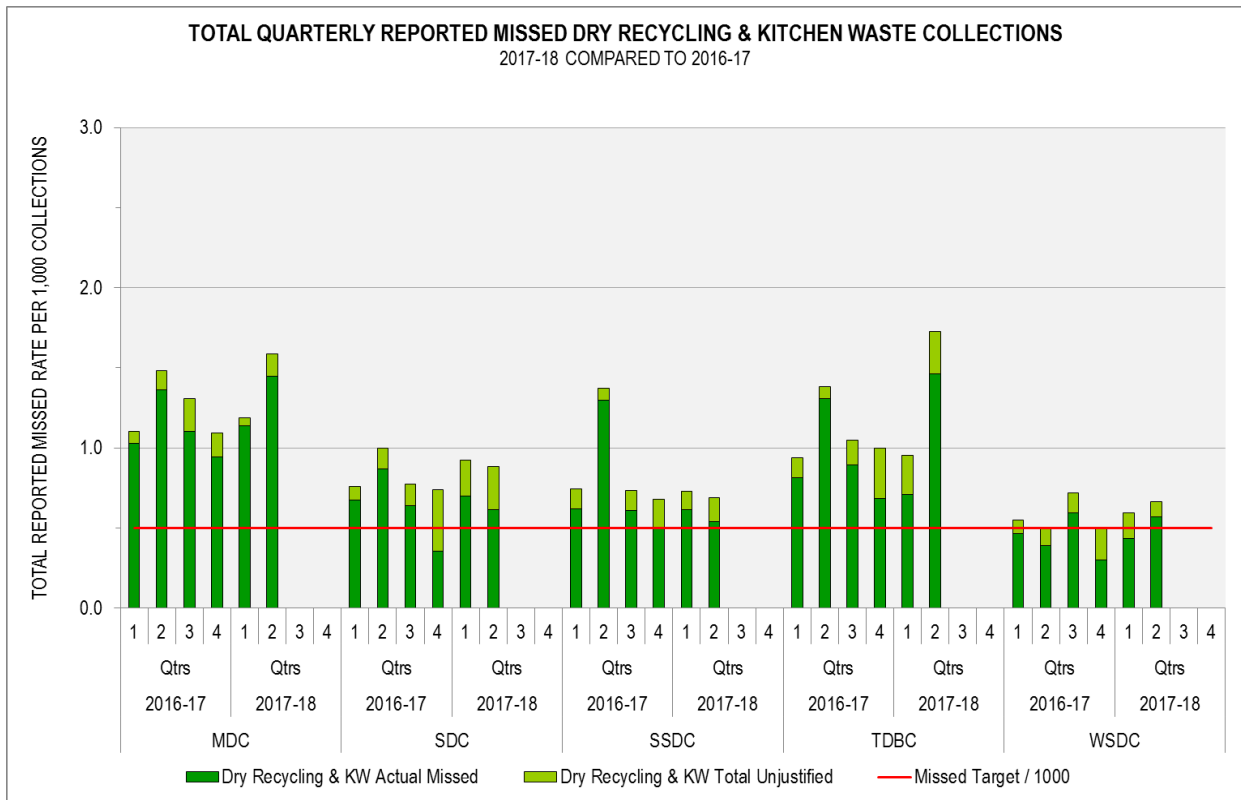
## Recycling Centre Performance - April - September 2017-18 and Variations compared to the same period in 2016-17

Recycling Centre	April - September 2017-18 Performance								Variation from April - September 2016-17 Performance							
	Dry Recycling & Reuse	Composted	Recovered	Residual	Hardcore & Soil	Total Arisings	Recycling & Recovery Rate (%)	Visitor Numbers	Dry Recycling & Reuse	Green Composted	Recovered	Residual	Hardcore & Soil	Total Arisings	Recycling & Recovery Rate (%)	Visitor Numbers
Bridgwater RC	1,492.83	1,768.36	389.11	954.49	184.48	4,789.27	79.27%	108,059	-156.73	-143.17	-81.14	-148.87	-32.37	-562.28	0.76%	-2.31%
Castle Cary RC	430.45	594.68	45.48	298.36	53.97	1,422.94	78.21%	25,760	7.80	6.42	1.32	-11.26	4.73	9.01	0.90%	4.11%
Chard RC	885.41	1,422.75	185.52	377.99	151.86	3,023.53	86.84%	89,245	0.94	20.62	-3.49	-66.60	-12.16	-60.69	2.06%	-4.12%
Cheddar RC	427.49	603.87	90.02	279.44	43.92	1,444.74	80.05%	28,612	18.99	63.13	6.73	-25.32	-1.28	62.25	2.84%	14.44%
Crewkerne CRS	307.06	479.58	45.36	228.56	51.02	1,111.58	78.45%	16,067	-51.32	-39.08	-3.76	-81.19	-26.45	-201.80	3.51%	-7.85%
Dulverton CRS	103.92	113.10	19.11	65.61	9.02	310.76	78.26%	4,739	-24.79	1.44	-5.37	-14.51	-8.24	-51.47	1.49%	-4.82%
Frome RC	897.70	1,254.46	157.31	910.20	122.20	3,341.87	71.73%	58,820	-67.15	-102.60	-33.80	-118.88	-8.03	-330.45	0.78%	-3.03%
Highbridge RC	932.40	1,474.24	256.59	646.06	91.76	3,401.04	80.48%	83,937	-71.84	47.90	-29.63	-41.67	0.04	-95.20	0.68%	-1.49%
Minehead RC	545.59	967.10	109.20	244.45	43.38	1,909.72	86.90%	62,803	-29.72	69.15	-22.84	-15.08	-12.24	-10.73	0.82%	2.62%
Somerton RC	453.03	874.35	79.63	323.52	73.02	1,803.55	81.31%	32,689	-0.42	52.89	2.97	-76.00	3.06	-17.50	4.13%	-5.24%
Street RC	589.21	960.37	133.21	382.60	52.02	2,117.41	81.48%	53,518	24.70	16.28	27.24	-91.78	-4.90	-28.47	4.19%	6.10%
Taunton RC	1,977.59	2,100.45	417.70	1,212.00	308.52	6,016.26	78.77%	143,078	-132.60	-151.69	-60.56	-95.90	-33.60	-474.35	0.04%	-4.23%
Wilmington RC	860.89	1,028.79	166.48	441.89	101.22	2,599.27	82.31%	58,011	-38.32	-0.53	-15.67	-78.97	-14.64	-148.13	2.10%	3.22%
Wills RC	732.57	878.49	142.20	574.28	101.68	2,429.22	75.33%	52,277	10.13	-93.80	12.33	-184.56	-5.06	-260.96	4.70%	0.10%
Wilton RC	360.83	567.67	65.13	158.16	41.26	1,193.04	86.27%	38,475	-9.42	39.59	-4.80	0.71	-10.48	15.60	0.26%	4.81%
Yeovil RC	1,335.05	1,807.04	266.46	986.14	171.52	4,566.21	77.56%	100,323	35.51	-27.97	32.69	-161.22	-7.29	-128.27	2.97%	-2.20%
<b>Totals</b>	<b>12,332.04</b>	<b>16,895.30</b>	<b>2,568.49</b>	<b>8,083.74</b>	<b>1,600.85</b>	<b>41,480.41</b>	<b>79.73%</b>	<b>956,413</b>	<b>-484.25</b>	<b>-241.42</b>	<b>-177.78</b>	<b>-1,211.09</b>	<b>-168.91</b>	<b>-2,283.45</b>	<b>1.86%</b>	<b>-0.89%</b>

Missed Refuse, Garden Waste and Dry Recycling & Food Waste Collection Graphs - Qtr 1 - Qtr 2 2017-18 compared to 2016-17 & Repeat Missed Collections for Qtr 1 - Qtr 2 2017-18



Missed Refuse, Garden Waste and Dry Recycling & Food Waste Collection Graphs - Qtr 1 - Qtr 2 2017-18 compared to 2016-17 & Repeat Missed Collections for Qtr 1 - Qtr 2 2017-18



## Reported Fly-Tips - Quarter 1 - Quarter 2 2017-18 compared to the same period in previous years

	District	Fly-Tips (Full Year Data)		
		2014-15	2015-16	2016-17
Number of Reported Fly-Tips	Mendip District Council	2,042	2,078	1,757
	Sedgemoor District Council	1,088	1,117	1,177
	South Somerset District Council	1,160	1,083	1,150
	Taunton Deane Borough Council	864	785	664
	West Somerset District Council	87	198	140
	<b>Totals</b>	<b>5,241</b>	<b>5,261</b>	<b>4,888</b>

Material Type	Quarter 1 - Quarter 2 2016-17					
	Number of Incidents					
	MDC	SDC	SSDC	TDBC	WSDC	Totals
Animal carcass	2	4	2	2	1	11
Green	84	26	38	21	4	173
Vehicle parts	20	10	16	3	1	50
White goods	46	35	27	22	12	142
Other electrical	13	17	16	5	2	53
Tyres	65	33	23	6	8	135
Asbestos	0	0	2	1	0	3
Clinical	0	0	2	3	0	5
Construction / demolition / excavation	79	46	51	22	15	213
Black bags - commercial	49	0	20	9	0	78
Black bags - household	81	56	78	80	15	310
Chemical-drums-oil-or-fuel	13	6	11	2	4	36
Other household waste	335	353	169	112	23	992
Other commercial waste	41	0	15	23	1	80
Other (unidentified)	0	0	23	9	0	32
<b>Totals</b>	<b>828</b>	<b>586</b>	<b>493</b>	<b>320</b>	<b>86</b>	<b>2,313</b>

Material Type	Quarter 1 - Quarter 2 2017-18					
	Number of Incidents					
	MDC	SDC	SSDC	TDBC	WSDC	Totals
Animal carcass	2	1	1	0	1	5
Green	60	30	38	11	5	144
Vehicle parts	22	8	8	6	2	46
White goods	32	36	25	15	2	110
Other electrical	17	9	12	4	0	42
Tyres	63	35	41	7	4	150
Asbestos	0	0	0	0	1	1
Clinical	0	0	0	0	1	1
Construction / demolition / excavation	50	34	61	26	13	184
Black bags - commercial	5	0	5	2	0	12
Black bags - household	147	76	67	35	15	340
Chemical-drums-oil-or-fuel	3	2	9	1	0	15
Other household waste	449	356	175	126	18	1,124
Other commercial waste	39	0	15	4	1	59
Other (unidentified)	0	0	31	15	0	46
<b>Totals</b>	<b>889</b>	<b>587</b>	<b>488</b>	<b>252</b>	<b>63</b>	<b>2,279</b>

All data is now obtained from District Council WasteDataFlow entries.  
Due to reporting changes, data is now only available for quarterly periods.

## Energy From Waste Update

Lead Officer: Mickey Green/David Oaten

Author: Mark Blaker

Contact Details: 01823 625700

<b>Summary:</b>	<p>In February 2017 the Somerset Waste Board approved proposals to cease disposal of Somerset's household residual waste in landfill and switch to a new energy from waste facility, to be operational from May 2020.</p> <p>The Joint Waste Scrutiny Committee are invited to discuss and comment on progress as out lined in the member briefing circulated previously (Appendix A).</p>
<b>Recommendations:</b>	<b>Information only</b>
<b>Reasons for recommendations:</b>	N/A
<b>Links to Priorities and Impact on Annual Business Plan:</b>	
<b>Financial, Legal and HR Implications:</b>	All implications considered prior to entering agreement.
<b>Equalities Implications:</b>	Equalities Impact Assessment completed prior to entering agreement and included with Board papers.
<b>Risk Assessment:</b>	Risks assessed prior to entering agreement

### 1. Background

- 1.1. In line with the Somerset Waste Board's longstanding commitment to reduce the overall environmental impact of our residual waste, through moving away from highly taxed landfill, we are progressing well with this project. The overall contract and build schedule for the New Waste Treatment Facility and Waste Transfer Stations continues to remain on track, with plant commissioning tests expected to commence toward the mid to end of 2019 in preparation for the April 2020 start date. In addition to the environmental benefits, this will deliver £1.3m annual MTFP savings from now until March 2020 to the disposal authority (Somerset County Council).

## **2. Background papers**

### **2.1. Appendix A - Member Information Sheet; New Waste Treatment Facility**



# Information

for Somerset Waste Board Members

Sheet Number:  
2009-13/For  
Com Gov to fill in

From:	David Oaten, Contracts Manager – Treatment & Infrastructure, Somerset Waste Partnership
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Date:	6 <sup>th</sup> November 2017
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To:	All Members of the Somerset Waste Board All Members of Somerset County Council Members of Partner District Authorities via the Senior Management Group Representatives
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## New Waste Treatment Facility Update

### Background

Since 2014 the Somerset Waste Board's Business Plan has included a target to seek long term affordable and sustainable alternatives to landfill for material that cannot be avoided or recovered. This aimed to reduce the overall environmental impact of residual waste, to introduce compliant, competitive and affordable arrangements for the transfer, haulage and treatment of residual waste and to meet Somerset County Council's MTFP savings target from 2016/17 onwards.

Following protracted negotiations with the incumbent residual waste service provider (Viridor Ltd), the New Waste Treatment Facility 2 Contract (NWTF2) was agreed and approved by the Somerset Waste Board as achieving its objectives, at its meeting in February 2017. The contract predicated on the provision, by Viridor, of an Energy from Waste plant at Avonmouth, serviced by two in county Waste Transfer Stations at Dimmer (Castle Cary) & Walpole (Pawlett), scheduled to commence April 2020.

### Update on Progress

Since signing the NWTF2 Contract with Viridor Ltd on the 29<sup>th</sup> of March 2017 (Agreement Date), we have now successfully achieved the 3 contract conditions;

- The contractor to obtain Planning Permission in respect of the construction of the Walpole Transfer Station – Planning Approval granted 13<sup>th</sup> March 2017
- No Procurement Challenge has occurred by the date which is six (6) Months after the Agreement Date – No Procurement Challenges were received by 30<sup>th</sup> September 2017; and
- The Construction Contract to be executed by the Contractor and to have come into full force and effect – The appointment of CNIM S.A. and Clugston Construction Ltd was made on 30<sup>th</sup> March 2017

As a result of satisfying the three (3) contract conditions we have formally exchanged notices with Viridor and have therefore invoked the 'Trigger Date', meaning that the contract is now in full force and that the achievement of the £1.3m annual MTFP savings to March 2020 are secured.

Good progress has been made with the construction of the Avonmouth Energy from Waste plant with;

- The secant piling having been completed to enable the excavation of the waste bunker, excavation having now commenced
- Piling has now commenced on the other areas of the site, for example the boiler hall
- An order has been placed for the boiler
- Temporary offices are on site and now in occupation
- Discussions continue with the local Highways Department over the planned road junction improvements at the Avonmouth site – this is likely to require more work than Viridor anticipated but this is not expected to be insurmountable

The next steps through this Winter and early Spring 2018 are;

- Works continue at Avonmouth, with a possible SWB Member visit to be arranged for Spring 2018
- Works are planned to commence to build the Dimmer Waste Transfer Station from February 2018, with a currently scheduled completion and operational date of February 2019
- Works are planned to commence to build the Walpole Waste Transfer Station from March 2018, with a currently scheduled completion and operational date of May 2019
- The likely impacts on the Recycling Centre network are being assessed in line with the NWTF2 contracts Waste Acceptance Protocol and changes will begin to be made during 2018 – new signage, different bin configuration etc
- The interdependencies with the new Waste Collection Contract are being assessed and will be kept under regular review – vehicle configurations to predominantly tip at a Waste Transfer Station rather than Landfill etc

## **Summary**

The overall contract and build schedule for the New Waste Treatment Facility and Waste Transfer Stations continues to remain on track, with plant commissioning tests expected to commence toward the mid to end of 2019 in preparation for the April 2020 start date. Further updates will be provided where appropriate.

For more information please contact:	Name: David Oaten Email: david.oaten@somersetwaste.gov.uk Tel No.: 01823 625721
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Draft SWP Business Plan 2018 - 2023

Lead Officer: Mickey Green, Managing Director

Author: Mark Blaker, Business and Governance Manager

Contact Details: [mark.blaker@somersetwaste.gov.uk](mailto:mark.blaker@somersetwaste.gov.uk) (01823) 625700

<p><b>Summary:</b></p>	<p>The Draft Business Plan outlines the business priorities and developmental activities for the five year period of the plan. This plan contains: -</p> <ul style="list-style-type: none"> <li>• Draft action table with indicative costs and objectives</li> <li>• Draft budget summary</li> </ul> <p>Key tasks in the upcoming year include: -</p> <ul style="list-style-type: none"> <li>• Commence procurement of future kerbside collection arrangements</li> <li>• Oversight of implementation of infrastructure required for new residual waste treatment</li> <li>• Reintroduction of a schools programme on a one year trial basis, as part of a wider focus on waste prevention and resource efficiency.</li> <li>• Developing SWP’s capability, including technology, communications and engagement (including social media) and client team premises.</li> </ul> <p>This report will also focus on the future of kerbside collection arrangements in Somerset.</p>
<p><b>Recommendations:</b></p>	<ul style="list-style-type: none"> <li>• That the Joint Waste Scrutiny Committee comments on the Recycle More Update</li> <li>• That the Joint Waste Scrutiny Committee comments on the Business Plan.</li> <li>• That the Joint Waste Scrutiny Committee Approves or Notes the Business Plan</li> </ul>
<p><b>Reasons for recommendations:</b></p>	<ul style="list-style-type: none"> <li>• To ensure the Somerset Waste Board (SWB) is informed by a range of perspectives when considering the plan for approval on December 15<sup>th</sup> 2017.</li> </ul>
<p><b>Financial, Legal and HR Implications:</b></p>	<p>Items such as procurement activities and reviews of structural and contractual arrangements will require significant specialist input, including legal, HR and procurement specialist advice.</p>

<p><b>Equalities Implications:</b></p>	<p>Equalities Impact Assessments will be carried out as appropriate with the development of each Business Plan activity prior to proceeding with that activity. In most cases the decision to proceed based on the outcome of the impact assessment will be delegated to the Managing Director and Senior Management Team of SWP. Where significant issues are identified through the assessment process that would have implications for major projects or programmes the decision to proceed will return to the Board prior to commencing development.</p>
<p><b>Risk Assessment:</b></p>	<p>SWB failure to approve a Draft Business Plan will result in difficulties meeting the constitutional timescale for the process and in setting a viable budget.</p>

## 1. Background

- 1.1. The SWP business planning cycle requires a draft report to be approved by the Board for comment prior to the adoption of the Board's Annual Budget. Once approved or noted by all partners, the plan will be formally adopted by the Board to provide a framework within which the Board can make decisions and steer the delivery of Waste Partnership services.
- 1.2. The process of review is continuous but the Business Plan contains a snapshot of where we are now, those things that have a major impact on us, resources available, summary of the budget and priority work areas.
- 1.3. The Board is almost exclusively funded from contributions from partners and, apart from one-off funding bids, has no automatic block grant from Central Government or any reserves. It is therefore dependent on agreement between partners on the level of funding provided by each of them in line with the cost sharing formula. Business planning and budget setting are therefore usually part of the same process but this year the Business Plan will be approved in December 2017 and the Budget finalised in February 2018. The budget presented in this report will remain draft.
- 1.4. The Board has delegated authority for decision making across all services and therefore must make proposals to the partners on how savings can be made, taking into account any requirements to make savings and proposals on how this can be achieved.
- 1.5. On Friday 3rd November the Somerset Waste Board agreed to end its kerbside waste and recycling collections contract with Kier 18 months early. Ending this contract in March 2020 rather than September 2021 enables Somerset Waste Partnership to implement Recycle More as requested by all partner authorities, and align the contract start with the procurement of a new fleet of vehicles.
- 1.6. The SWP Risk Register is included as an appendix but the risk profile has now changed due to the decision to procure a new collection service provider.

## **2. Background papers**

**2.1.** Appendix A - Draft SWP Business Plan 2018 - 2023

**2.2.** Appendix B - SWP Draft Risk Register 2018 - 2023

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# **SWP Business Plan 2018 – 2023**

*Draft for Approval for Partner Authority Consultation*

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Page 3	About Somerset Waste Partnership; Key Stakeholders; SWP Vision
Page 4	Key Issues and Challenges
Page 6	Key Aims and Priorities
Page 7	Action Table
Page 10	Draft Budget Table 2018/19

<b>Change History</b>	
25/10/2017	Draft for Approval for Partner Consultation



## 1. About Somerset Waste Partnership

### 1.1 10<sup>th</sup> Anniversary

October 2017 saw the 10<sup>th</sup> anniversary of the formalisation of the Somerset Waste Partnership (SWP) and the signing of the inter-authority agreement between the six partner authorities. The authorities had been working together for ten years prior to that, but the formalisation cemented the relationship, enabling service developments that have saved millions of pounds in avoided costs for Somerset.

Somerset still has the first and only county-wide waste partnership, including all collection and disposal authorities, in the country. Since working together Somerset has increased its recycling rate three-fold, putting the county at or near the top of the national rankings for several years running.

### 1.2 Background to SWP

Somerset Waste Partnership (SWP) was established in 2007 to manage waste services on behalf of Mendip, Sedgemoor, South Somerset and West Somerset District Councils, Taunton Deane Borough Council and Somerset County Council. This made it the first county-wide waste partnership in the country.

SWP has delegated authority to deliver household waste and recycling services throughout Somerset, including management of kerbside collections, recycling sites and disposal sites. These duties are in turn contracted to Kier (collection services) and Viridor Plc (recycling sites, landfill sites and recycling or disposal of food waste, garden waste and residual waste).

SWP is accountable to the Somerset Waste Board (SWB), which consists of two members from each of the partner authorities.

For further information about Somerset Waste Partnership and the Somerset Waste Board please visit [www.somersetwaste.gov.uk](http://www.somersetwaste.gov.uk)

## 2. Key Stakeholders

- Residents of Somerset
- Members and officers of partner authorities
- Kier MG CIC
- Viridor Plc

## 3. The SWP Vision

We will:

- Drive material up the waste hierarchy and, where sustainable markets exist, into the circular economy\*.
- Avoid landfill and encourage high participation in waste avoidance, reuse, recycling and food waste collection schemes.

- Engage with local people, support economic wellbeing and use efficient, sustainable and affordable solutions at every stage of the process.
- Encourage and facilitate innovation, joined up strategy, policy and operations across the county

\*A circular economy is one where resources once used are not disposed of, but become feedstock materials or energy for making new products, thus reducing reliance on raw materials and waste disposal. A “closed loop process” is a variation of this where recovered materials are recycled into the same product. The benefits of a circular economy include reduced energy consumption, resource security and lower environmental impacts. A circular economy works most effectively where there are clear incentives for all persons on the loop (manufacturers, retailers, consumers, local authorities, reprocessors) to move the material around the loop.

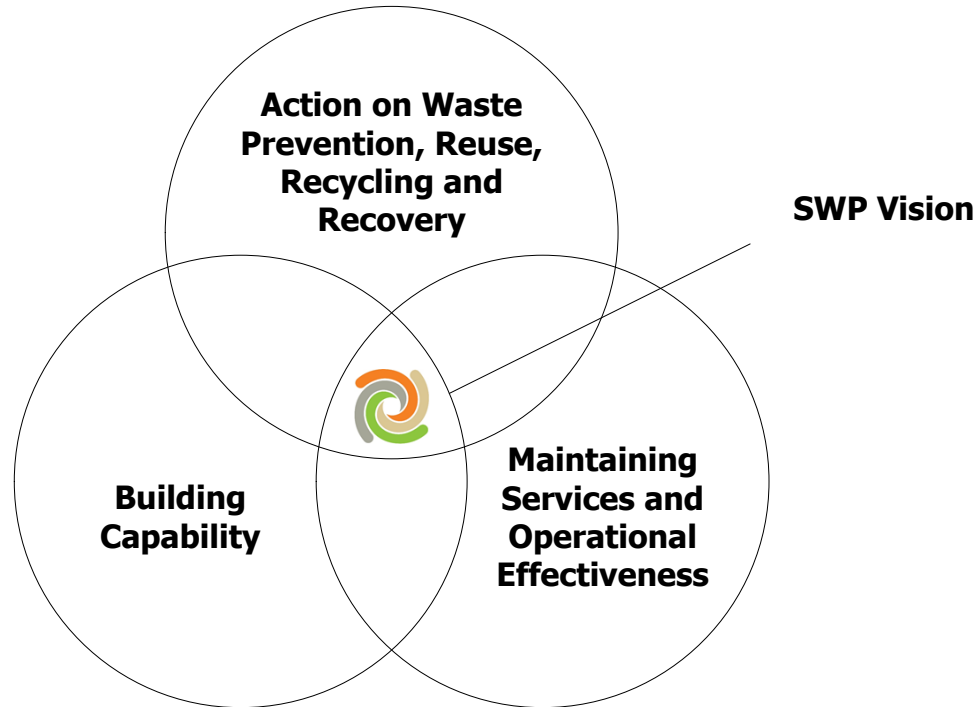
#### 4. Key Issues and Challenges

Issue	Impact	Proposed Response
Legislative impact of withdrawal from the EU	The Great Repeal Bill will see all EU legislation not already enshrined in domestic law transferred to UK statute. This is likely to include the Circular Economy Roadmap, which will be passed into EU law before Britain exits.	No early changes to legislative framework identified. SWP will continue to monitor.
DCLG and non-household waste charging	The Department of Communities and Local Government continue to indicate they intend to stop Local Authorities charging for DiY waste, currently classified as “Industrial”. This intent has been reinforced in the 2017 Anti Littering Strategy, which included the statement “Stopping councils from charging householders for disposal of DIY household waste at civic amenity sites (rubbish dumps) – legally, household waste is supposed to be free to dispose of at such sites.”	SWB may decide to put the case to the DCLG for retaining current arrangements, or accept the financial gap (estimated at up to £600k p/a) with subsequent decisions to be made on how that will be managed. This risk will be addressed as part of the scheduled review of the Core Services contract scheduled in this Business Plan. SWP and the SWB will continue to monitor communications from the DCLG on the matter and engage where appropriate.
Community Recycling Site Charges	In 2015 DCLG brought in an order to prevent local authorities from designating some sites (known in	SWB must consider the impact of this change and how it will affect the network of recycling sites. This will

	Somerset as “Community Recycling Sites (CRSs)” as provided under discretionary “wellbeing” powers within the Local Government Act 2003. This removed the option to introduce charges for entry to sites (even where this option was promoted by the community as an alternative to closure). The effect of this is that the charging at Dulverton and Crewkerne CRSs will not be permitted after April 1 <sup>st</sup> 2020	be done as part of a wider review of the Core Services contract.
WRAP Consistency Framework	The framework, which strives to increase consistency in collection services across the country, continues to be a topic for discussion at governmental level.	SWP to monitor and adopt appropriate recommendations with implementation of service changes.
Deposit/Return Schemes	“Deposit/Return” schemes for items such as glass and plastic bottles are being considered for England by the government following announcement of a scheme to be adopted in Scotland. This initiative could affect the requirements for kerbside services with, if implemented, a potential drop in material volumes.	While supportive of the need to explore these options SWP’s considerations will be highlighted in a response to the “call for evidence” issued by Defra. SWP to monitor developments and consider impact on service design as part of any future procurement strategy for future collection service arrangements.
Financial Pressure	Ongoing financial constraints continue to impact all partner authorities.	SWP will continue to consider cost as a priority issue in all decisions.
Somerset Demographic changes	Somerset’s population is growing and, combined with longer life expectancies and an increased emphasis on community based care, there will be pressure on waste services. Some of the pressures will be on specific services, such as clinical waste (including an increase in adult hygiene waste) and assisted collections.	SWP will consider strategic impacts of demographic changes on waste services as part of the procurement process for future service arrangements.

## 5. Key Aims and Priorities for 2018/19

The action table sets out the most significant set of changes to Somerset’s waste services since SWPs inception in 2007. Co-ordinated for maximum impact and value the changes span all three major contracts for waste collection, treatment, disposal and infrastructure (including vehicles). It also develops SWPs capability, in some instances working in partnership with others, to support Somerset residents in wasting less and recycling more, with residual waste becoming a fuel stock to generate energy.



<b>5.1 Building Capability</b>	Outcome	Timing, Resources
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<ul style="list-style-type: none"> <li>• Improving Intelligence             <ul style="list-style-type: none"> <li>○ Review performance data procedures</li> <li>○ Improve integrity of service data</li> </ul> </li> <li>• Developing systems: -             <ul style="list-style-type: none"> <li>○ Develop ICT strategy</li> <li>○ New Customer Service systems (ITouch)</li> <li>○ Website Upgrades (e.g. self service)</li> <li>○ Develop and Launch Mobile App</li> <li>○ Round Management and performance software</li> </ul> </li> <li>• Understanding behaviour             <ul style="list-style-type: none"> <li>○ Waste Composition Analysis (rolling three year cycle to commence with Waste Transfer Stations)</li> </ul> </li> <li>• Internal Review             <ul style="list-style-type: none"> <li>○ Review SWP staffing structures</li> <li>○ Manage SWP Office move</li> </ul> </li> </ul>	<p>SWP is an organisation that is able to work intelligently to improve delivery of the financial, social and environmental benefits of an effective resource management service.</p>	<p>These activities will run through the financial year. In the main costs will come from existing budgets.</p> <p>Items that fall outside of existing budgets are: -</p> <ul style="list-style-type: none"> <li>- New Customer Service System. This will result in a circa £24,000 annual increase in overall budget but should deliver significant efficiencies in terms of customer request handling, and will provide a means which we can build a mobile App to support delivery of future service changes.</li> <li>- Round management and Performance Software. Because of the potentially significant and direct contribution to the delivery of the new service arrangements, the costs will initially be drawn from the Recycle More Earmarked Reserve (as described in previous Board papers) and estimated at £20,000.</li> </ul>
<p><b>5.2 Action on Waste Prevention, Reuse, Recycling and Recovery</b></p>		

<ul style="list-style-type: none"> <li>• Implementing future collection arrangements (Recycle More model)             <ul style="list-style-type: none"> <li>○ Should the Board decide to tender the opportunity, procure provider for collection services (including appropriate risk management and mitigation arrangements)</li> <li>○ Explore early introduction of household battery collections and trialling ways to increase capture of small waste electricals</li> <li>○ Initiate vehicle procurement</li> </ul> </li> <li>• Reducing cost and impact of waste             <ul style="list-style-type: none"> <li>○ Targeted waste prevention and minimisation activities (including tested approach of Food waste stickers on bins)</li> <li>○ Pilot SWP Education Service</li> <li>○ Continue to explore effective media for communicating messages (including insert in Council Tax mailings)</li> <li>○ Refresh SWP Waste Prevention Strategy, to focus on systemic implementation of activities with a significant measurable benefit over the full five year period of this plan</li> <li>○ Develop SWP Communications Strategy</li> </ul> </li> <li>• Infrastructure             <ul style="list-style-type: none"> <li>○ Oversee development of infrastructure required to deliver new residual waste treatment.</li> </ul> </li> </ul>	<p>Somerset’s recycling rate improves from 52% towards 60% and potentially beyond; residual waste per household reduces, and energy is recovered from materials that cannot be recycled ending the county’s long reliance on landfill.</p>	<p>These activities will be funded either from existing budgets or from the Recycle More Earmarked Reserve, with the exception of the trial reintroduction of education services, which will be funded via the Community Sector Integration Plan fund provided through the Viridor contract.</p>
<p><b>5.3 Maintaining Services and Operational Effectiveness</b></p>		

<ul style="list-style-type: none"> <li>• Viridor Core Services Contract Review             <ul style="list-style-type: none"> <li>○ This contract, which includes management of the Recycling Centre network, ends in 2022 and SWP has the opportunity to extend it to 2031, should we choose to do so.</li> </ul> </li> <li>• Active management of collection service contract (monitoring performance to ensure no degradation in tail end of contract)</li> <li>• Review waste service Fees and Charges structures and implications of varying charges (including inclusion of administration costs)</li> <li>• Recycling Site Maintenance</li> <li>• Assess impact of changes to legislative framework, including removal of powers to designate Community Recycling Sites and to charge for non-household waste at Recycling Sites.</li> <li>• Plan for Broadpath Landfill Site closure</li> <li>• Plan for Dimmer transition (from landfill to Waste Transfer Station – scheduled Feb 2019)</li> </ul>	<p>These activities ensure the day to day functions of the SWP are delivered effectively and safely. SWP must give focus to maintaining the quality of services, predicting risks and preventing issues arising.</p>	<p>These items are funded through existing budgets.</p>
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## **7. SWP Budget 2018 - 19**

The following table shows the projected year budget for Somerset Waste Partnership. A draft Annual Budget for the forthcoming year will be brought to the December meeting of the Somerset Waste Board. While the figures shown here are subject to refinement, historically projections at the stage have been very close to the final budget due in February 2018, particularly for collection partners, with only minor variations for final customer numbers. It is therefore considered a very low risk to approve the Business Plan ahead of the final Annual Budget for 2018/2019.

### **7.1 Revenue Not Included**

Control of income from residents for waste related services is retained by the collection authorities and is therefore not shown in this paper. The most significant portion of this is annual Garden Waste subscriptions, which will generate income for the district council of around £55.40 for each wheeled bin subscription in 2018/23. This is a significant offset of the cost of providing the service. Other income streams are Bulky Waste collection fees and sale of Garden Waste sacks.



7.2 Full Draft Budget Summary 2018/19

Summary Annual Budgets 2018/2019								
	Rounded £000s	Total	SCC	MDC	SDC	SSDC	TDBC	WSC
<b>Expenditure</b>			£000	£000	£000	£000	£000	£000
Salaries & On-Costs	972		481	110	111	155	108	7
Other Head Office Costs	275		126	30	32	45	31	11
Support Services	125		54	14	15	22	15	5
Disposal - Landfill	11541		11541					
Disposal - HWRCs	9484		9484					
Disposal - Food waste	1481		1481					
Disposal - Hazardous waste	225		225					
Composting	1811		1811					
Kerbside Recycling	9162			1878	1893	2812	1848	731
Green Waste Collections	2579			500	619	691	640	129
Household Refuse	6155			1264	1269	1880	1265	477
Clinical Waste	119			24	26	36	25	8
Bulky Waste Collection	84			19	16	24	18	7
Container Maintenance & Delivery	228			51	42	72	51	12
Container Supply	447			98	90	144	96	19
Pension Costs	69			2	2	62	2	1
Depot Costs	186			38	40	56	39	13
Village Halls	6				6			
Transfer Station Avoided Costs	321		321					
Recycling Credits	2460		2460					
Capital Financing Costs	231			52	41	78	39	21
<b>Total Direct Expenditure</b>	<b>47961</b>		<b>27984</b>	<b>4080</b>	<b>4202</b>	<b>6077</b>	<b>4177</b>	<b>1441</b>
<b>Income</b>			£000	£000	£000	£000	£000	£000
Sort It Plus Discounts	-80			-16	-17	-24	-17	-6
Transfer Station Avoided Costs	-321			-65	-69	-97	-67	-23
May Gurney Secondment Saving	-44		-20	-5	-5	-7	-5	-2
Recycling Credits	-2432			-520	-487	-757	-494	-174
<b>Total Income</b>	<b>-2877</b>		<b>-20</b>	<b>-606</b>	<b>-578</b>	<b>-885</b>	<b>-583</b>	<b>-205</b>
			£000	£000	£000	£000	£000	£000
<b>Total Net Expenditure</b>	<b>45084</b>		<b>27964</b>	<b>3474</b>	<b>3624</b>	<b>5192</b>	<b>3594</b>	<b>1236</b>

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## Primary Risks

Ref	Area	Risk	Effect	Raw Score			Mitigation planned	Mitigated Score			Future Actions	Target		
				Impact	Prob.	score		Impact	Prob.	score		Impact	Prob.	Aim
R1	Financial	Pressure to reduce budgets places existing services under financial pressure.	Services may have to change or service providers have to save money by adjusting the service offered.	Med	Hi		Work with contractors to either reduce costs or change service offer to be more affordable.	Lo	Hi		Under guidance from the SWB, agree with contractors delivery of savings.	Lo	Hi	
R2	Financial	Waste growth per household leads to increased volumes of waste requiring collection and/or treatment/disposal	Budget pressure created by increasing waste volumes.	Med	Hi		Implement cost effective treatment and disposal methods. Continued public engagement and interventions to encourage diversion.	Lo	Hi		Meet with suppliers to discuss how to deliver efficiencies. Consider potential for waste to increase during implementation of new service model.	Lo	Hi	
R3	Political	DCLG continues to challenge innovation in funding Recycling Centres	Potential to reduce services provided or lead to increased costs.	Med	Hi		Continue to base policy on performance, popularity, effectiveness and affordability. Work with members from all tiers of local government to seek flexibility to ensure continuity of services.	Med	Med		Keep members, and particularly Board Members, informed especially following changes to administration or portfolio holders.	Med	Med	
R4	Political	Political priorities can and will change over time.	Political priorities change. SWP directed to change strategic and operational priorities.	Med	Med		Ensure members are aware of the social, environmental and financial impacts of SWPs services. Keep up to date with latest thinking to ensure opportunities to innovate are not	Med	Med		Keep members informed especially following changes to administration or portfolio holders.	Med	Med	
R6	Operational	Ability of contractors to deliver is reduced or compromised	As pressure is placed on contractors to deliver more with less service may suffer resulting in increased complaints.	Med	Hi		Ensure SWP carries out sufficient monitoring to keep the contractor focused on meeting contractual standards.	Med	Med		Regular meetings with contractors to keep service levels under review and to joint plan developments.	Med	Lo	
R7	Operational	IT Systems - obsolescence and compatability	Inefficiencies due to inadequate IT systems	Lo	Hi		Work with ICT units to improve compatability. Encourage contractors to invest in appropriate infrastructure.	Lo	Med		Keep systems under review.	Lo	Lo	
R8	Operational	Driver shortages	Impact on service delivery if not all rounds deployed. Quality of delivery suffers where inexperienced drivers employed in service delivery. This is a developing risk due to impacts of Brexit (weak pound and uncertainty of future residency rights)	Hi	Hi		Work with contractors to ensure they have policies in place for driver training and retention.	Med	Med		Create joint SWP/Kier recruitment party to develop recruitment strategies. Seek opportunities to improve role of drivers. Work with local colleges to promote driving as a career option.	Med	Med	
R9	Environmental	Weather related	Service disruption caused by weather. Risk of extended localised disruption caused by flooding.	Med	Med		Follow procedures to ensure least disruption to services.	Med	Med		Review and update procedures in light of experience.	Med	Med	
R10	Commercial	Capacity of contractors to develop/improve services/ make new proposals	As service providers broaden their scope resources can be stretched and other areas may be prioritised; performance and commitment to service development may suffer	Med	Med		Work with service suppliers to ensure changes are managed with appropriate resources and services and delivered to expected level.	Med	Lo		Ensure that expectations are made clear and embedded in contractor meetings	Lo	Lo	
R11	Financial	National Spending Review - uncertainty over where potential cuts to DCLG budget will fall	Strategic plans based on a short horizon, resulting in short term decisions where longer term planning would be better.	Med	Med		Plan service maintenance and development with long horizon in mind but consider alternatives. Flag risks as appropriate to MD, SMG or Board	Lo	Lo		Where relevant maintain log of service changes that could be reviewed in future subject to affordability.	Lo	Lo	
R12	Political	New service model review results in differing collection service models across Somerset.	Inability to implement county wide service model, resulting in implementation delays and sub-optimal financial savings	Hi	Med		Ensure decisions are based on sound business case information, highlighting risks as appropriate, by ensuring SMG, SWP and partner authorities are clearly informed of the full facts.	Med	Med		Seek alternative implementation timescales through the planning process to allow further discussion and debate.	Med	Lo	
R13	Operational	SWP resource capacity insufficient to deliver major changes and maintain service levels	Degradation of current service support, resulting increased complaints. Sub standard planning and implementation of any significant changes.	Hi	Med		Ensure Business Case for major changes includes full outline of resource requirements to deliver the changes so budget is available for support..	Lo	Med		Ongoing review of SWP client team structure and priorities.	Lo	Lo	
R14	Operational	Future service model may have unforeseen impacts	Unforeseen issues arise when introducing a new service model to 240,000 households in Somerset resulting in costs or complaints.	Med	Med		Full risk and impact assessments of NSM proposals to ensure key risks are identified and mitigation put in place.	Med	Lo		Constant review of arising risks through roll out of any service changes	Lo	Lo	
R15	Operational	Site infrastructure ages and degrades	Infrastructure at fixed site, particularly recycling sites, degrades to the point where it is hazardous to site staff or members of the public.	Med	Med		Ensure ongoing programme of site inspection, identification of issues and prioritisation of maintenance and repair based on assessed potential impact.	Lo	Med		Review Health and Safety inspection procedures to ensure risks identified and highlighted efficiently	Lo	Lo	
R16	Operational	Collection infrastructure degrades to point of unreliability	Aging collection fleet reaching the end of its expected service life becomes prone to mechanical issues, resulting in failure to collect waste from households and transport it to disposal/bulking points. Aging balers/bulking facilities result in failure to offload materials causing bottleneck at bulking facilities.	Med	High		Ensure ongoing programme of monitoring service issues resulting from mechanical failures. Proceed with vehicle procurement programme, regardless of outcome of New Service Model decisions.	Med	Med		Procure replacement collection fleet. Ensure contractor meeting requirements to provide fit for purpose infrastructure.	Lo	Lo	
R17	Operational	Contractors fail to deliver service to expected service standards	Unspecified issues result in failure to deliver services to contractual standards resulting in increased complaints and increased cost of processing and managing complaints.	Med	Med		Ensure contractors are addressing issues of repeat failure (failure demand) and that supervisory arrangements are as required by the contract.	Lo	Med		Progress with plans to fit trackers to collection vehicles.	Lo	Lo	

R18	Operational	Contractor lacks capacity (skill/experience/resource) to deliver service change effectively	Contractor skill base inadequate to plan and implement complex service change resulting in problems with service in the aftermath of implementation.	Med	High		Ensure contractors are briefed on requirements well in advance. Ensure contractor planning is scrutinised by suitably skilled SWP staff.	Lo	Med		Review contractor's skill base at regular operational meetings and agree actions to ensure it remains adequate in all areas.	Lo	Lo	
R19	Operational	Focus on service development detracts from day to day service delivery focus.	Monitoring and management of contractors reduces to point where service delivery fails resulting in increased complaints.	Med	Med		Ensure full resource allocation plan in place for whole of SWP, optimising staff time in all areas and identifying and mitigating pressure points well in advance. Short term recruitment of adequate staff to cover requirements.	Lo	Lo		Ongoing monitoring of requirements. Ensure staff are skilled to cover certain aspects of other roles as necessary.	Lo	Lo	
R20	Social	Increase in care in the community for people with clinical needs results in significant and sudden increase in demand for household clinical waste collections.	Pressure on current service model; Contractor requests review of contracted price resulting in increased costs.	Low	High		Review structure and role of clinical waste service. Seek cost effective alternatives.	Lo	Med		Build relationships with Health and Social Care teams to predict and plan for future demand.	Lo	Lo	
R21	Hinkley C	Congestion from construction traffic may impact on collections	Alter times of collections or result in missed collections	Hi	Hi		Engagement with contractor and highways to assess risk and plan times and routes to avoid identified problems	Hi	Med		Continue to engage with appropriate bodies and respond quickly to any new or changed circumstances	Med	Med	
R22	Hinkley C	Increased demand from short term population growth during construction phases	Demand increases cost to SWP for providing the service	Hi	Hi		Engagement with appropriate bodies to identify level of growth and areas impacted	Med	Med		Engage with contractor to seek confirmation that most of the waste produced by the direct population growth as a result of the construction is dealt with by the contractor	Lo	Med	
R23	Hinkley C	Staff shortages through increased and more attractive employment opportunities through the construction phases to build the power station	Difficulty in attracting or keeping sufficient staff to provide the service	Hi	Hi		Establish pay rates and identify areas of concern	Med	Med		Continue to monitor pay rates and seek to promote and improve conditions and benefits of working in our service	Med	Lo	
R25	Operational	Closure of Broadpath Landfill site in 2018 could lead to some disruption to collections services in the rural areas south of Wellington and Chard.	May lead to some increase in collection contract costs due to additional travel time to next nearest disposal site	Lo	Hi		Forewarn contractor of planned closure. Work with contractor to ensure most efficient alternative routing is applied.	Lo	Hi		Implement new service arrangements that factor out dependence on Broadpath landfill site. This may require some changes to collection days in that part of Somerset.	Lo	Lo	
R26	Operational	Landfill site fires, primarily caused by hot ashes in waste, unwrapped broken glass acting as a magnifier, or lithium ion batteries in waste	Hazard for site staff, closure of landfill sites, operational delays for vehicles resulting in late kerbside collections and	Hi	Med		Increase publicity relating to fire prevention, encouraging people to dispose of waste responsibly.	Med	Lo		Cease use of landfill sites for disposal of Somerset's residual waste, transferring to disposal via Waste Transfer Stations.	Lo	Med	

**Other Identified Risks (Low Impact or Low Likelihood or Already Mitigated or combination thereof)**

Ref	Cause	Risks	Effect	Ongoing Mitigation	Future Actions
	Financial Pressures on Local Authorities	Savings required impact on existing services	Kneejerk savings lead to increased whole system costs, whether financial, environmental or social; Reduced Performance; Cost Shunting; Service Degradation; Increased Complaints; Increased Health and Safety Risks; Residents lose Interest/Concern.	Ensure partner authority members are engaged in key decision making; Somerset Waste Board to continue to demonstrate forward thinking approach; Seek external funding opportunities; Use staff flexibly - project approach and continued secondments; On going monitoring of performance and infrastructure to ensure no degradation; Improve business planning and prioritisation processes; Somerset Waste Board to continue to provide effective governance based on strategic priorities; Continue to use staff flexibly	Continued clear dialogue between Board members and Cabinet/Executive Colleagues
		Focus becomes entirely on financial outcomes			Conduct full Impact Analysis of all proposals
		Lack of funds for development			Ensure critical issues are forecast and flagged
		SWP Team capacity reduced			Seek low cost options for promoting key messages
		Maintenance budgets reduced			
		Waste minimisation budgets reduced			
	Financial Pressure on Contractors	Contractor change of strategy	Pressure on SWP staff; Pressure on partnership; Deterioration in service; Necessitates contract review or new procurement; Breakdowns increase; Service disruption	Step in rights in contract already in place; Frequent engagement with Kier management; Monitoring of stability of contractor; Monitoring of contract performance	Continue to engage and monitor
		Contractor management structure reduced			Ensure Business Continuity Plans in place
		Reduced front line resources			
		Contractor default			
		Contractor does not refresh equipment at "end of life"			
		Instability on selling of contract			
		Contractors prioritise other parts of their business.			
	Other Socio-economic impacts	Economic upturn	Increase in packaging disposed of; Viability of contractor threatened; Less attention paid to recycling/prevention	SWP to conduct waste minimisation and prevention campaigns; Promote benefits of the service and transparency of outcomes	
		Value of recyclate goes down			
		People disengage from political processes			
		Austerity makes recycling a lower priority			

	Financial Pressures on Householders	Increased material at kerbside	Increase materials in bins and associated landfill costs; Loss of income from charged for services (including GW collections)	Extended Recycling centre opening; Inflation only increases where charges apply	Promotion of sustainable, cost effective alternatives to waste disposal
		Avoidance of charged for services			
	Multi partner organisation in changing political environment	National/District elections result in change of political steer and make up	Difficulty agreeing priorities and strategy; Focus on managing relationships and not delivering business requirements; Potential failure among partners to understand benefits of SWP; Less staff available to deliver customer requirements as time being spent on other things	Involve all partners in developing strategy and priorities; Offer SWP induction for all members	Maintain awareness of pressures on partners
		Misunderstood by external agencies and therefore lose out			Encourage continuity and support scrutiny committees
		Legislative changes			Ensure benefits of efficiencies are shared by all partners
					Use existing structures such as SMG to ensure partners understand and engage with SWP
	Changes in waste services	Changes implemented inefficiently	Reputational damage; Low morale; Loss of effectiveness; Service failures increase; Failure to reach targets	Ensure change approached in a planned manner; Collaborative working that directs resource effectively and shares knowledge; Follow project management structure when implementing change; Understand and mitigate impacts of changes; Ensure collaborative working in place so all options can be assessed and consensus reached	
		SWP fails to act proactively			
		Loss of senior SWP staff			
		Lack of clear decision about future disposal for residual waste			
		External pressures to deliver early results			
	Service disruption beyond our control	Extreme weather (hot, cold, wet)	Loss of service; Backlog of waste for collection/disposal; Increased Complaints	Have Business Continuity plan in place; Effective communication links in place - media, website, social media; Review effectiveness of responses to previous incidents	
		Industrial action			

## Somerset Waste Board and Somerset Waste Partnership Forward Plan of Key Decisions

The Somerset Waste Board and Waste Partnership are required to set out details of planned key decisions at least 28 calendar days before they are due to be taken. This forward plan sets out key decisions to be taken at Waste Board meetings as well as individual key decisions to be taken by an Officer. The very latest details can always be found on our website at:

<http://democracy.somerset.gov.uk/mgListPlans.aspx?RPId=196&RD=0>

Regulation 8 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 defines a key decision as an executive decision which is likely:

(a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates; or

(b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority.

Waste Board meetings are held in public at County Hall unless the Board resolve for all or part of the meeting to be held in private in order to consider exempt information/confidential business. The Forward Plan will show where this is intended. Agendas and reports for Board meetings are also published on the County Council's website at least five clear working days before the meeting.

Individual key decisions are shown in the plan as being proposed to be taken within a ten day period, with the requirement that a report setting out the proposed decision will be published on the County Council's website at least five working days before the date of decision. Any representations received will be considered by the decision maker at the decision meeting.

In addition to key decisions, the forward plan set out below lists other business that is scheduled to be considered at a Board meeting during the period of the Plan, which will also include reports for information. The Plan is updated on a weekly basis and the latest version is published on the Council's website usually on a Monday (except where this is a bank holiday). Where possible the Board will attempt to keep to the dates shown in the Plan. It is quite likely, however, that some items will need to be rescheduled and new items added as new circumstances come to light. Please ensure therefore that you refer to the most up to date Plan.

For general enquiries about the Forward Plan:

- You can view it on the County Council's website at <http://democracy.somerset.gov.uk/mgListPlans.aspx?RPId=196&RD=0>
  - You can arrange to inspect it at County Hall in Taunton.
  - Alternatively, copies can be obtained from Scott Wooldridge or Julia Jones in the Community Governance Team by telephoning (01823) 359027 or 357628.

To view the Forward Plan on the website you will need a copy of Adobe Acrobat Reader available free from [www.adobe.com](http://www.adobe.com)  
Please note that it could take up to 2 minutes to download this PDF document depending on your Internet connection speed.

To make representations about proposed decisions:

Please contact the officer identified against the relevant decision in the Forward Plan to find out more information or about how your representations can be made and considered by the decision maker.

The Agenda and Papers for Somerset Waste Board meetings can be found on the County Council's website at:  
<http://democracy.somerset.gov.uk/ieListMeetings.aspx?CId=196&Year=0>



Weekly version of plan published on 2 October 2017

FP Refs	Decision Date/Maker	Details of the proposed decision	Documents and background papers to be available to decision maker	Does the decision contain any exempt information requiring it to be considered in private?	Contact Officer for any representations to be made ahead of the proposed decision
<b>SWB/17/09/01</b> First published: 21 September 2017	3 Nov 2017 Somerset Waste Board	Issue: Draft Business Plan 2018-2023 and Risk Register Decision: To comment on content and agree that the draft report be circulated to partner authorities for comment			Mark Blaker, Business and Governance Manager, Somerset Waste Partnership Tel: 01823625720
<b>SWB/17/09/02</b> First published: 21 September 2017	3 Nov 2017 Somerset Waste Board	Issue: Contractual Negotiations for Recycle More Decision: To consider the update and a confidential report		Part exempt	Bruce Carpenter, Interim Managing Director for Somerset Waste Board Tel: 01823 625708
<b>SWB/17/09/03</b> First published: 21 September 2017	15 Dec 2017 Somerset Waste Board	Issue: Draft Annual Budget for 2018/19 Decision: To comment on content and agree that the draft report be circulated to partner authorities for comment ahead of reporting to February's Board meeting			Martin Gerrish, Strategic Manager - Financial Governance and Finance Officer for SWP Tel: 01823 355303
<b>SWB/17/09/04</b> First published: 21 September 2017	15 Dec 2017 Somerset Waste Board	Issue: Financial update Quarter 2 2017/18 Decision: To consider the financial position as at the end of September 2017 and consider any recommendations			Martin Gerrish, Strategic Manager - Financial Governance and Finance Officer for SWP Tel: 01823 355303

Weekly version of plan published on 2 October 2017

FP Refs	Decision Date/Maker	Details of the proposed decision	Documents and background papers to be available to decision maker	Does the decision contain any exempt information requiring it to be considered in private?	Contact Officer for any representations to be made ahead of the proposed decision
<b>SWB/17/09/05</b> First published: 21 September 2017	15 Dec 2017 Somerset Waste Board	Issue: Performance update as at Quarter 2 2017/18 Decision: To consider the update position at the end of September 2017			David Oaten, Contracts Manager - Treatment and Infrastructure Tel: 01823 625721
<b>SWB/17/09/07</b> First published: 21 September 2017	15 Dec 2017 Somerset Waste Board	Issue: Health and Safety update Decision: To consider and note the regular update			Colin Mercer, Contracts Manager Tel: 01823625700