

Somerset Waste Board meeting  
15 December 2017  
Report for decision



Somerset Waste Partnership Business Plan 2018 - 2023

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<b>Forward Plan Reference:</b>	SWB/17/11/01
<b>Summary:</b>	The Draft Business Plan for partner consultation was approved by the November 3 <sup>rd</sup> 2017 meeting of the Somerset Waste Board (SWB). This report updates the board on the partner consultation and seeks approval to the business plan.
<b>Recommendations:</b>	<p><b>That the Board:</b></p> <ol style="list-style-type: none"> <li><b>notes and considers the feedback from the partner consultation process as set out in paragraph 3.2.</b></li> <li><b>approves the Business Plan 2018-2023 (attached at Appendix A), subject to any amendments arising from the feedback that the Board approves.</b></li> </ol>
<b>Reasons for recommendations:</b>	Approval is required to set a clear mandate for SWP delivery of business activities for the period, and an approved Business Plan is a constitutional requirement.
<b>Links to Priorities and Impact on Annual Business Plan:</b>	The annual Business Plan sets key aims and priorities for Somerset Waste Partnership for the coming year.
<b>Financial, Legal and HR Implications:</b>	The 2018/19 financial year will require investment in procurement. As mentioned in the Business Plan we intend to fund these costs from the Recycle More Earmarked Reserve, a reserve fund that will minimise the impact on partner authority budgets of the cost of running this procurement exercise. Legal advice will be sought as required, as will support on procurement processes. TUPE regulations will apply to transferring staff on implementation of any new contractual arrangements.
<b>Equalities Implications:</b>	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.
<b>Risk Assessment:</b>	Failure to approve a Draft Business Plan for consultation with

	the partners will result in difficulties meeting the constitutional timescale for the process and in setting a viable budget.
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## **1. Background**

- 1.1. The Board's business planning cycle requires an annual Business Plan to 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 part of the same process.
- 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. Under the terms of the Inter Authority Agreement, the Board cannot make a decision that has an adverse financial implication on any partner without that partner's agreement. Recognising the need for partners to make difficult savings decisions, the Board does have discretion to determine how any savings targets handed down can be delivered, provided all partners sign up through approval of this draft plan.

## **2. Options Considered and reasons for rejecting them**

- 2.1. The SWP Business Plan is a constitutional requirement and no other option is available.

## **3. Consultations**

- 3.1. Consultation was undertaken as follows:-

- 15<sup>th</sup> November – SCC Cabinet
- 16<sup>th</sup> November – Taunton Deane Scrutiny
- 22<sup>nd</sup> November – Sedgemoor Executive
- 23<sup>rd</sup> November – West Somerset Scrutiny
- 29 November – Taunton Deane Executive
- 30 November – West Somerset Cabinet
- 7<sup>th</sup> December – South Somerset Executive\*
- 11<sup>th</sup> December – Joint Waste Scrutiny\*
- 13<sup>th</sup> December – Mendip Cabinet\*

- 3.2. Feedback from partner consultation has led to the following changes to the Business Plan 2018-2023:

- Further detail of budgets added to this version,
- More detail of Recycle More added to this version as the confidential phase of negotiations with Kier has concluded,
- Updated Risk register to reflect the agreement by the Board to early expiry of our current collection contract with Kier and the commencement of a procurement for a new collection contractor,
- Reference the further work needed with partners to ensure new flats, homes and developments are developed with waste in mind i.e. integration with planning guidance (added to this version),
- Reflect the announcement that the Government is 'minded to' approve the creation of a new District Council covering the Taunton Deane and West Somerset areas.

Note: Where consultation took place after publication of this paper relevant feedback will be given to the Board as a verbal update in the meeting (those meetings marked with an asterisk in 3.1).

#### **4. Implications**

- 4.1. The production and approval of a five year Business Plan is a constitutional requirement. Failure to approve the plan will result in difficulties as outlined above.

#### **5. Background papers**

- 5.1. Draft SWP Business Plan 2018 - 2023 (Appendix A)
- 5.2. SWP Risk Register (Appendix B)
- 5.3. Waste Board Constitution
  - <http://www1.somerset.gov.uk/council/boards.asp?boardnum=32>