

# SOMERSET WASTE BOARD

Minutes of the Meeting of the Somerset Waste Board held in the Luttrell Room, County Hall, Taunton, on Friday 29 June 2018 at 10.00am.

## PRESENT

Cllr P Berry	Cllr G Slocombe
Cllr D Hall	Cllr N Taylor
Cllr D Hill	Cllr N Woolcombe-Adams (Vice Chair)
Cllr H Prior-Sankey	Cllr D Yeomans (Chair)
Cllr B Maitland-Walker	
Cllr J Roundell-Greene	

**Other Members Present:** Cllrs L Leyshon, T Munt

**Apologies for Absence:** Cllrs M Dewdney, M Pullin

### 478 **Annual appointment of Chair and Vice-Chair of Somerset Waste Board 2018/19** – agenda item 1.

Nominations were invited for the Chair of Somerset Waste Board. Councillor Jo Roundell-Greene nominated Cllr Derek Yeomans and this was seconded by Cllr Nigel Woolcombe-Adams.

Members agreed by a majority vote that Cllr Derek Yeomans be appointed as Chair of Somerset Waste Board for 2018/19.

Nominations were then invited for the appointment of Vice Chair of Somerset Waste Board. Cllr Nigel Taylor nominated Cllr Woolcombe-Adams for the position which was seconded by Cllr Brenda Maitland-Walker.

Members agreed by a majority vote that Cllr Nigel Woolcombe-Adams be appointed as Vice-Chair for 2018/19.

### 479 **Declarations of Interest** – agenda item 3

Members of the Waste Board declared the following personal interests:

Cllr H Prior-Sankey	Somerset County Council
Cllr D Yeomans	Member of Curry Rivel Parish Council
Cllr N Taylor	Chair of Somerset County Council

### 480 **Minutes of the meeting held on 23<sup>rd</sup> February 2018** – agenda item 4

Cllr Munt asked that she be added to the attendance list of members present at the meeting.

The Minutes of the meeting of the Board held on 23<sup>rd</sup> February 2018 were taken as read and following endorsement by the Board they were signed as correct by the Chair.

481 **Public Question Time** – agenda item 4

There was one late question which was submitted from Alan Debenham regarding kerbside collection of plastics. As Mr Debenham was not present it was agreed that a written response would be provided by Somerset Waste Partnership Managing Director.

482 **Waste Board Constitution, Membership and Meeting Dates for 2018/19** – agenda item 6

The Chair invited the Strategic Manager for Governance and Risk to introduce the report which set out the Board's meeting dates for 2018/19 together with the County Council, District and Borough Council membership of the Somerset Waste Board from May 2018 to the next Annual General Meeting in June 2019. The report also outlined the future constitutional matters for the Waste Board in relation to the future amalgamation of Taunton Deane Borough Council and West Somerset Council.

Somerset Waste Board RESOLVED to:

1. Note the Board's membership for 2018/19 set out in Section 1.
2. Agree the Board meeting dates for 2018 and 2019 set out in Section 2.
3. Support the necessary work to be taken forward by the Administering Authority with partners to review the Constitution and Inter-Authority Agreement as set out in Section 3.

ALTERNATIVE OPTIONS CONSIDERED:

As set out in the officer report.

REASON FOR DECISION:

As set out in the officer report.

483 **Financial Outturn and the Use of Balances-** agenda item 7

The Chairman invited Martin Gerrish, Finance Officer to introduce the report. Members' attention was drawn to the summary of budget variances table on page 19. Members were reminded that the overspend on garden waste costs experienced by most partners are compensated by the income that the relevant District partner receives directly, so the reported overspends on Taunton Deane and West Somerset are effectively netted off.

The disposal position improved again during Quarter 4, increasing the underspend on this budget area from £867,000 to £1,118,000 or 4.11% of the budget. Members were asked again to carry forward the rental and sale income from vehicles into the next financial year. The request for the use of District balances in Appendix B was made on this basis. The combined total of this income for the last 3 financial years now stood at £370,606.

In addition to the costs and earmarked reserves above, there was an additional request for £246,000 of the County Council disposal underspend to be carried forward within the Partnership. It was requested that this amount is carried forward for Recycle More, where there will be a need for disposal infrastructure

such as delivery and tipping points. There was also a need for additional staffing support for the tendering and roll-out phases of the project, which will need one-off funding. The earmarked reserves that are maintained for each of the Partners were set out in the bottom half of the Balance Sheet.

Members were updated on the two legal claims that were being made on its behalf. Biffa, Veolia and Devon Waste Management had lost their appeals against HMRC regarding whether black bag waste used as landfill 'fluff' is liable for landfill tax. This is a grave blow for the Somerset Waste Partnership's chances of recovering any money through its own claim. The truck cartel claim was still being mapped out.

There was some discussion regarding the prevalence of flytipping, payments to districts, details regarding the truck cartel claim and the purchase of recycling vehicles and ownership.

The Chairman moved the recommendations.

The Somerset Waste Board **RESOLVED** to:

1. Note financial outturn position of the Partnership overall and the individual partners' balances at year end, and the summary accounts for 2017/2018 as presented in Appendix A;
2. Confirm the recommendations of the partner authorities, (as summarised in Appendix B), as to the use of the individual surpluses and deficits as at 31st March 2018.
3. Note the updates on the 2 respective legal claims being made on behalf of the SWB (paragraph 2.6 below).
4. Re-affirm the underlying principles for the necessary amendments to the Cost Sharing Agreement as a result of the formation of a new authority to replace Taunton Deane and West Somerset (paragraph 2.7 below); and
5. Authorise the Managing Director in consultation with the Senior Management Group to propose detailed changes to the Cost Sharing Agreement ahead of formal Board approval of the changes at the September 2018 meeting (paragraph 2.7 below).

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report and as debated at the meeting.

#### 484 **Performance Report - April 2017 to March 2018** - agenda item 8

The Chairman invited SWP Managing Director, Mickey Green to introduce the report which summarised the key performance indicators for the period from April 2017 to March 2018 and compared these to the same periods in 2015-16 & 2016-17.

Members were informed the headline tonnage figures, shown in Appendix A1, reflected a period where tonnages have continued to decline – a 1.57% (-4,080 tonnes) decrease in overall household waste arisings. There was a small

decrease in the amount of food waste collected from household. Appendix B2 shows that the numbers of reported fly tips across Somerset continue to decrease slightly compared to 2016-17. One of the main concerns was missed collections and the reasons for these had been examined further, however the main factor was due to staff shortages.

The following points were raised during discussion:

- Ongoing work to reduce the amount of missed collections – change in approaches and improvement targets
- Performance deductions were being applied to also address the problem
- Recruitment events and promotion arranged to increase the number of drivers
- Other initiatives being employed to increase drivers – upskilling programme, scheme with local driving school
- The effect of Brexit – positive work was being done in Eastern Europe to encourage more people.
- Communication to residents who have missed collections.
- Staff working on Saturdays when required to catch up on collections.
- Members asked for their thanks to be communicated to staff who had worked hard and extra hours to complete the collections
- There was a question about why there had been such an increase in visits to the recycling site at Cheddar and members were informed that this would be looked into and reported back.
- Whether job vacancies were also being targeted at women and members were told that this was starting to be done
- Consideration whether weekend work could help
- Collaboration with colleges to encourage young people into the industry
- Improving system analysis to give more detailed information
- Further research into how much information is given to crews about roadworks

The Chairman moved the recommendations.

The Board RESOLVED to note the tonnage and performance results for the financial year 2017-18, the current kerbside collection service performance issues, the actions being taken to address these issues, and the changes proposed to future performance reporting.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report and as debated at the meeting.

#### 485 **Somerset Waste Board Vision and Future Strategy** – agenda item 9

The Board received a report which reviewed the Somerset Waste Partnership's (SWP's) current vision and sought approval to an updated vision. The current vision had not been updated since 2013 and there were now plans to move away from landfill and recycle more.

SWP needed to refresh its long-term waste management strategy to be clear about its long-term ambition and ensure activities are as joined up as possible (internally and externally). The first step in developing a long-term strategy is to ensure that there is a clear vision – who SWP are, what it values, and what it wants to become.

Further points raised included:

- Recycling more at the kerbside, introducing new technology and reviewing the recycling contract
- The way SWP engages with the public was being reinvigorated such as the schools against waste programme and an active social media presence
- Recognising the ‘Attenborough effect’ and changing public mood effecting industry
- Ability to respond to significant policy changes
- To be ambitious, realistic, and work well with partners

The Chairman moved the recommendations.

The Board RESOLVED to:

1. Approve the revised Vision as set out in the addendum to this report, incorporating amendments agreed at the Board meeting;
2. Amend the action in section 5.2 the Business Plan 2018-23 (to refresh SWP’s waste prevention strategy) to produce a longer-term waste management strategy as outlined in paragraph 2.4 of this report.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report and as debated at the meeting.

486 **Recycle More and Collection Contract Procurement: Update** – agenda item 10

The Board was given an update on procuring a new collection contractor (and hence delivery of Recycle More) since the Somerset Waste Board agreed to end its kerbside waste and recycling collections contract with Kier in March 2020. A key project milestone was achieved on 20 April 2018 when a contract notice was published in the Official Journal of the European Union.

Potential suppliers had until 25 May to submit the pre-qualification questionnaire (PQQ). Members reminded the Board granted the Managing Director delegated authority to select the longlist of potential suppliers that would be invited to engage in dialogue and submit detailed solutions at its meeting on 3 November 2017.

An outline of the next steps was highlighted at 3.1 of the report and a contingency plan was being further explored.

The following points were raised during discussion:

- Communal collections included a diverse range of properties – further trials were taking place to improve this
- Use of smaller vehicles for collections to assess more difficult narrow routes to properties
- Weighting of the contract valuation criteria
- Ensuring that smaller suppliers were aware of Public Board Loans which could help them to apply for larger contracts

The Board **RESOLVED** to note the progress made in procuring a new collection contract.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report and as debated at the meeting.

487 **SWP risk update** – agenda item 11

Members were updated on the changes to the risk register which included significant progress being made with promotion of plastic reduction initiatives, with addition of recycling facilities for plastic pots, tubs and trays at all sixteen recycling sites. Redundancies were planned for two members of SWP staff, with a review of SWP staffing structures to follow to ensure SWP was well positioned for the organisational and technological challenges of the next few years. Other issues highlighted included the introduction of new technology and other IT solutions, difficulties recruiting collection staff, break in at depots, and incidents of vehicles mounting pavements.

There was some discussion around good practice of recycling lorries, advice given to the collection crews about safety, and staffing at Kier.

**The Board RESOLVED to note the changes in the SWP risk profile as described.**

ALTERNATIVE OPTIONS CONSIDERED:  
As set out in the officer report.

REASON FOR DECISION:  
As set out in the officer report.

488 **Health and Safety Update** – agenda item 12

The Board was given an update on the principal contractor's (Kier and Viridor) health and safety performance in quarters 3&4 of the 2017/18 financial year. The report was quite positive and key highlights were:

For Kier

- Accidents remained static at 23.
- Near Miss reports increased substantially from 77 to 1056 (reflecting SWP pressure on Kier to improve the way crews record issues so that the risks can be more effectively managed – see section 2.2)

- Two incidents of Near Miss reports resulting from vehicles mounting the pavement endangering crew (Referred to in the Risk Update report – 2.10.)
- 1 notification under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulation 2013 (RIDDOR).
- No environmental incidents or incidents involving members of the public reported.

For Viridor

- Accidents reduced to 9 (down by 8) and near miss reporting reduced by 23%.
- 6 accidents involving members of the public, of which 2 were RIDDOR reportable.
- 4 Environmental Incidents reported (down by 1)

There was a question around why the Reporting of Injuries, Diseases and Dangerous Occurrences Regulation 2013 (RIDDOR) from October 2017 to March 2018<sup>9</sup> was so low for South Wales compared to other areas in the graph shown under 3.1. It was agreed that this would be looked into and reported back.

**The Board RESOLVED to note the content of this report.**

ALTERNATIVE OPTIONS CONSIDERED:

As set out in the officer report.

REASON FOR DECISION:

As set out in the officer report.

489 **Somerset Waste Board Forward Plan** – agenda item 14

The Board were updated by the Governance Manager on the latest position of the forward plan and that there was no scheduled business for the next meeting.

490 **Information Sheet Issues Since the Last Meeting** – agenda item 15

There were none.

491 **Any Other Business of Urgency** – agenda item 16

There were no items raised.

(The meeting ended at 12.03pm)

**COUNCILLOR DEREK YEOMANS  
CHAIR OF THE SOMERSET WASTE BOARD**