

Somerset Waste Board

Friday 24 June 2022

10.00 am Luttrell Room, County Hall

Taunton TA1 4DY



To: The Members of the Somerset Waste Board

Cllr A Sully, Cllr D Mansell, Cllr F Smith-Roberts, Cllr S Dyke, Cllr T Kerley, Cllr A Gilling, Cllr Keen, Cllr Goater and Cllr T Ronan

All Somerset County Council Members are invited to attend meetings of the Cabinet and Scrutiny Committees.

Issued By Scott Wooldridge, Strategic Manager - Governance and Risk and Monitoring Officer - 16 June 2022

For further information about the meeting, please contact Laura Rose- lxrose@somerset.gov.uk 01823 356151 or Democratic Services on democraticserviceteam@somerset.gov.uk

Guidance about procedures at the meeting follows the printed agenda.

This meeting will be open to the public and press.

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



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AGENDA

Item Somerset Waste Board - 10.00 am Friday 24 June 2022

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

1 Annual Appointment of the Somerset Waste Board Chair and Vice-Chair

The Governance Specialist of the Somerset Waste Board will invite nominations from Board Members and preside over the election.

2 Apologies for Absence

To receive Board Member's apologies.

3 Declarations of Interest

Details of all Members' interests in District, Town and Parish Councils can be viewed on the Council Website at

[County Councillors membership of Town, City, Parish or District Councils](#) and this will be displayed in the meeting room (Where relevant).

The Statutory Register of Member's Interests can be inspected via request to the Democratic Service Team.

4 Minutes from the meeting held on 11 February 2022 (Pages 9 - 16)

The Board is asked to confirm that the draft minutes of the previous meeting are accurate or to agree any amendments that are necessary.

5 Public Question Time

The Chair will allow members of the public to present a petition on any matter within the Board's remit. Questions or statements about any matter on the agenda for this meeting may be taken at the time when each matter is considered (see guidance notes).

6 Constitutional Matters, Waste Board Membership and Meeting Dates 2022/2023 (Pages 17 - 26)

To consider the report.

7 Performance Monitoring Report Q4 2022/2023 (Pages 27 - 58)

To consider the report.

8 Finance update Q4 2022/2023 (Pages 59 - 76)

Item Somerset Waste Board - 10.00 am Friday 24 June 2022

To consider the report.

9 **Recycle More Update** (Pages 77 - 88)

To receive the report.

10 **Approach to partial re-fleet** (Pages 89 - 100)

To consider the report.

11 **Somerset Waste Board Forward Plan** (Pages 101 - 106)

To review the latest version and items of business for future meetings.

12 **Information Sheets Issued Since the Last Meeting**

This is an opportunity for Members to raise matters contained in the following information sheets issued since the last meeting. A compendium of information sheets will be available for members to inspect at the meeting.

13 **Any other urgent items of business**

The Chair may raise any items of urgent business.

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Guidance notes for the meeting

1. **Council Public Meetings**

The former regulations that enabled virtual committee meetings ended on 7 May 2021. Since then, all committee meetings need to return to face-to-face meetings. The requirement is for members of the committee and key supporting officers to attend in person, along with some provision for any public speakers. However due to the current COVID restrictions and social distancing measures only a small number of people can attend as meeting room capacities are limited. Provision will be made wherever possible for those who do not need to attend in person including the public and press who wish to view the meeting to be able to do so virtually.

2. **Inspection of Papers**

Any person wishing to inspect minutes, reports, or the background papers for any item on the agenda should contact Democratic Services at democraticservices@somerset.gov.uk or telephone 01823 357628.

They can also be accessed via the council's website on www.somerset.gov.uk/agendasandpapers.

Printed agendas can also be viewed in reception at the Council offices at County Hall, Taunton TA1 4DY.

3. **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: [Code of Conduct](#)

4. **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.

5. **Public Question Time**

If you wish to speak, please contact Democratic Services by 5pm 3 clear working days before the meeting. Email democraticservicesteam@somerset.gov.uk or telephone 01823 357628.

Members of public wishing to speak or ask a question will need to attend in

person or if unable can submit their question or statement in writing for an officer to read out.

In order to keep everyone safe, we respectfully request that all visitors to the building follow all aspects of the Covid-Secure guidance. Failure to do so may result in you being asked to leave the building for safety reasons.

After entering the Council building you may be taken to a waiting room before being taken to the meeting for the relevant agenda item to ask your question. After the agenda item has finished you will be asked to leave the meeting for other members of the public to attend to speak on other items.

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

At the Chair'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 (20 minutes for meetings other than County Council meetings).

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

If an item on the agenda is contentious, with many people wishing to attend 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, to three minutes only.

In line with the council's procedural rules, if any member of the public interrupts a meeting the Chair will warn them accordingly.

If that person continues to interrupt or disrupt proceedings the Chair can ask the Democratic Services Officer to remove them as a participant from the meeting.

Provision will be made for anybody who wishes to listen in on the meeting only to follow the meeting online.

6. **Meeting Etiquette for participants**

- Only speak when invited to do so by the Chair.
- Mute your microphone when you are not talking.
- Switch off video if you are not speaking.
- Speak clearly (if you are not using video then please state your name)
- If you're referring to a specific page, mention the page number.
- Switch off your video and microphone after you have spoken.
- There is a facility in Microsoft Teams under the ellipsis button called turn on live captions which provides subtitles on the screen.

7. **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.

If there are members of the public and press listening to the open part of the meeting, then the Democratic Services Officer will, at the appropriate time, ask Participants to leave the meeting when any exempt or confidential information is about to be discussed.

8. **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. 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 Chair 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.

A copy of the Council's Recording of Meetings Protocol is available from the Committee Administrator for the meeting.

Please contact the Committee Administrator or Democratic Services on 01823 357628 or email democraticserviceteam@somerset.gov.uk if you have any questions or concerns.

Somerset Waste Board

Minutes of a Meeting of the Somerset Waste Board held at The Canal side on Friday 11 February at 10.00 am.

Present: Cllr S Dyke (Chair), Cllr C Paul (Vice-Chair), Cllr D Hall, Cllr D Mansell, Cllr T Kerley, Cllr J Keen, Cllr P Goater, Cllr T Ronan, Cllr A Gilling.

Other Members Present:

119 Apologies for Absence:

120 Declarations of Interest - Agenda Item 2

There were none.

121 Minutes from the Previous Meeting –Agenda Item 3

The minutes of the meeting on 10 December 2021 were confirmed as correct record and were signed by the Chair

122 Public Question Time - Agenda Item 4

There were no public questions.

123 Feedback from Joint Scrutiny Panel of Somerset Waste Board

The Chair informed the Board that the Panel had a very robust meeting, and the following was highlighted.

- The Panel commented on the Financial Performance Update 2021/2022 and Development of the Annual Budget 2022/2023 with regard to Covid costs. Members were supportive of the draft budget.
- The Panel commented on the Performance Report Quarter 2–July 2021 to September 2021 highlighting the missed collections and recycling element of the Recycle More roll-out.
- The Panel noted the Recycle More update.

- The Panel commented on the SWP outline business plan 2022-2027 and highlighted that it would be helpful if the separating of the collection and disposal figures on the finance and budget information reports could continue post unitary.

124 Performance Report Quarter 3 – October 2021 to December 2021-The Chair invited Mickey Green to provide an update on the performance report for quarter 3.

The following was highlighted:

- Waste Minimisation: Overall household arisings were up by over 7,909 tonnes, or 4.46% compared to 2019-20, which may indicate reduced service disruption from the Pandemic and the growing effects of the continued roll-out of Recycle More.
- Recycling: Our recycling rate continues to improve compared to last year (up 4.34% to 56.98% from 52.64%), as well as showing a smaller increase over Q3 2019-20 (up 2.41% from 54.57%), used as a comparator unaffected by the pandemic.
- End use: Q3 2021-22 almost 100.0% of materials stayed in the UK, with the amount that was reprocessed in Somerset also remaining high at over 56.0%. This meant that just over 20 tonnes of recyclate were reprocessed outside of the EU, with all this material being plastics sent to Portugal and the Netherlands from Recycling Centres and Schools.
- Missed collections: We saw a decrease in missed collections in Q3, compared to Q2 (1.396 per 1,000 collections against 2.431 in Q2), with Q3 being the lowest of the three quarters reported so far in 2021-22.
- Risk: In addition to our corporate risk register we maintain detailed risk registers for Recycle More and Covid-19. Risks have also been updated to reflect those largely relating to the impacts of the national driver shortage. Additionally, the risk of recyclate being dumped inappropriately has decreased as we are now exporting very little.
- Viridor's sale to Biffa does not involve the sale of any SWP assets, nor does it change the service levels required under the contract or have any cost implications.
- Suez/Veolia: Veolia and Suez have announced that they signed a combination agreement on 14 May 2021, following approval by their respective Boards of Directors of the latest terms for their merger. Progress on the global/international transaction has concluded but this does not include the UK. The UK Competition and Markets Authority recently announced a second more detailed review of the proposed merger and its effects on competition in the UK waste industry. CMA approval is unlikely to be granted until mid-2022.

Mickey shared a presentation and highlighted the impact of omicron and the proactive communications ahead of Christmas and the set-up business continuity structure straight after Christmas. Daily members messages post-Christmas and also the 5%

covid absence that impacted the recycle round and a very wide range of services distributed. The graphs show that the complaints reduction continues and highlighted the key focus of activity.

The Board Members asked the following question: for an explanation of the 20tonnes of plastic that were sent to Portugal. How does the tonnage compare to previous quarters; Previous problems in regard to the Electric vehicles and difficulties in the recovery process has this been overcome. The local government ombudsman complaint can we be certain it would not happen again. The repair bus and community action groups were highlighted for more information.

Mickey informed the board where the contamination level is high, and the contractors are required to recycle in the EU. This quarter is the best performance seen currently. Mickey advised the board that ongoing trials with vehicles are happening and exploring alternatives for example hydrogen vehicles.

Work with SUEZ has been ongoing in this area of the complaint. There is a complicated collection, for example, say an assisted collection, which is a bit round. This happened through driver shortage in COVID, as it's not always being the regular crew and understand residences frustration. Discussion about the process for the repair bus and ongoing relationships with the company Romac provided the vehicle to SWP and for the community action groups an update will be provided at Junes meeting.

Colin advised the board the infrastructure for recovery of vehicle and no engagement has happening yet as no final decisions have been approved, electric vehicles can be recovered but will take a longer period of time.

That the Somerset Waste Board: -

Notes the performance results in the Third Quarter 2021-22 Performance Report

125 Recycle More update - Agenda item 7

The Chair invited Somerset Waste Partnership Head of Communications and Engagement Mark Ford to provide an update on Recycle More. Recycle More has been rolled out to three areas: Mendip (October 2020), South Somerset (June 2021) and Taunton Deane (Nov 2021). The fourth and final phase is due to bring the service to households across Sedgemoor and West Somerset at the end of February 2022. The report provides the progress update from Mendip, South Somerset and Taunton Deane and the update on preparation for the final phase of the kerbside roll-out programme and plans to roll-out to schools and the final tranche of communal properties.

The following was highlighted:

- Moving waste from rubbish bins to recycling is a key objective of Recycle More. In the longer-term reducing waste overall is the ultimate aim and future reporting (see 1.3) will include residual (rubbish/refuse) tonnages.
- The impact of Covid on home-working and domestic waste has been dramatic and coincided with the change of collection contract and roll-out of Recycle More. This complicates the picture considerably, making it more difficult to precisely isolate the effects of the new service.
- The initial calculations, using the 30-week period before each service change as the baseline, suggest Recycle More is reducing residual waste by around 20% nearly 80kg per household, or around 1.5kg per week.
- The recycling tonnages figures in the report for the current areas that have had Recycle More roll-out.
- Every primary school in each of the Recycle More phases has now been offered a free visit by the Carymoor team to support the roll-out of the service. From September 2020 to date (19 January 2022), the Schools Against Waste team has visited 30 schools in Mendip, 37 in South Somerset and 18 in Somerset West and Taunton. A further 12 bookings have been confirmed so far – seven in Sedgemoor and five in Somerset West and Taunton.
- The dedicated recycle-more page on the SWP webpage has been updated and at time of writing was seeing steadily increasing traffic which we expect to jump in later January and through February.

The board members asked a number of questions including the 20% reduction in waste how this compares to other recycling authorities. Can SWP build in a good campaign when the roll-out to schools take place. Limited storage space in households for the blue bag and recycling bins in the roll-out for recycle more to have a facility to comply with the recycle more programme. To have the data shared with the board of before and after the roll-out of recycle more. The Eco grants for schools including the activities the grants will be supporting. Communication with community hubs for more information on facilities

Mickey advised the board that they currently are no league today, SWP are in the top ten for recycling rate. The limited storage households are challenging the campaign has been designed to deal the challenges that may happen and the service change was design to fit all households in Somerset. Mickey informed members that community's hubs are not included in the budget SWP currently reviewing this in terms of their policy.

Mark advised the board that currently SWP are working on pre-covid, covid and the roll-out of recycle more data and will be provided at a later date. In November 2021 a grant become available for £500 and 50 of these are available in the first year with the idea of spending on projects that are well established on the ECO schools' program. Templecombe project popup clothing exchange, parents are encouraged to donate surplus clothing for recycling.

That the Somerset Waste Board: -

Notes the progress made in implementing Recycle More and the risks to the programme.

- 126 **Financial Performance Update 2021/2022 and Final Budget 2022/2023** The Chair invited Strategic Finance Manager Christian Evans to provide a presentation update on this item.

The following was highlighted:

- The Annual Budget for 2021/2022 was originally set at the Board meeting of 12 February 2021 at £47,045,658, a carry forward for £112,900 was granted by Somerset County Council in year for delayed work with schools resulting in a revised budget of £47,158,558.
- Inflation for the collection contract has been calculated on 6.11%, this is a basket of indices which includes labour, fuel, and CPI. This percentage is the government published figures in October 2021.
- Household growth figures are provided by each individual District partner. The average of these figures is growth of 0.99% and has been applied to the final budget.
- Household growth is based on the Household numbers provided by the district partners. Members are reminded that each collection partner will be charged according to their individual district housing growth.
- Garden waste is based on current subscriber numbers with additional growth of 0.99% across all District Partners as with household growth.

- Tonnages for recycling credits reflect housing growth applied for 2022/23 however does not include the increased growth from Recycle More as this currently feeds into breakeven.
- Funding costs have been included for Photovoltaic Panels (PV) at our two main depots and the new electric refuse vehicle (e-RCV); this includes a contract saving on diesel fuel costs against the lower cost of electric charging.
- Recycle More capital, ERCV, PV-practicalities and timing of installation, partial refleet, Recycle More break even.
- Members will be aware from previous reports and presentations that the waste budget and actual costs, particularly disposal volumes and recycling credits, remain highly volatile, which has also been further impacted by Covid-19.
- Members will be aware that SWP and SUEZ interpret Force Majeure and Qualifying Change in Law clauses differently in how they apply to the impacts of Covid and the national driver shortage. SWP and SUEZ are currently in an informal dialogue to seek a commercial resolution that avoids a formal dispute.

The board members asked, risk for the future for incinerations tax, 10% increase on the budget for recycle more and should be noted and accept the reasons for this. The extra cost incurred on covid cost and the extend of actions being taken to reduce the risk and how this looks in the next year.

Mickey informed the board that the incineration tax is still a risk but not quantifiable at the moment. On the increase those extra funding amounts in relation to Covid for a couple of months in advance. Currently SWP agreed up to the end of this financial year, there's ongoing conversation and obviously this budget was set before the very recent kind of indication of all measures being relaxed.

Chris advised the board on the increased costs. This is a particular issue when SWP are linked into very large contracts which are linked to annual inflation increases as inflation is extremely high for all sorts of different elements which make up the contract such as fuel pay, utility costs a lot higher. Districts and county councils are suffering from this high inflation and that's reflected in the increased budgets due to carry on from a COVID perspective, we have included costs per month for the foreseeable future.

That the Somerset Waste Board:

Noted the summary financial performance for 2021/2022 to date as contained in this report, and how this will impact on the budgetary requirements for 2022/2023.

Approved a final budget of £48,902,332 for 2022/2023 as set out in Appendix 1 taking into account the savings included in the budget for both the Districts and the County Council as set out in section 3.

127 SWP- Business Plan 2022 - 27– Agenda Item 8

The Chair invited Mickey Green to summarise the report and plan. The draft Business Plan for partner consultation was approved by the Somerset Waste Board (SWB) on 10th December 2021. This report updates the board on the partner consultation and seeks approval to the final Business Plan 2022-27.

The following was highlighted:

- SWP submitted a bid effectively for a reuse and repair truck focused on waste electrical equipment, encouraging and helping SWP link more with the community groups. SWP currently are reaching out and normalize that and spread that across the county and confirm that SWP have been successful.
- Action 3.1 of the Business Plan 2022-27 sets out SWP ambition for further plastic kerbside collection. SWP has accordingly applied to be part of a trial, likely to start in the second half of 2022, to trial the collection of flexible plastics and films at the kerbside. A paper will be brought to the June Board setting out the planned trial approach in more detail prior to SWP agreeing participation and signing a project and funding agreement. If successful SWP will be one of 9 Local Authorities nationwide to be part of the trial. Local authorities will be selected in order to represent a range of different 'DNAs' (profiling of various factors such as social demographics, geographies, GDP and social factors), collection systems (kerbside sort, source segregated, twin stream and co-mingled) and operators (outsourced and in house).

Mark informed the panel that communications will be sent out about the reuse truck and raise awareness within the community and opportunities to submit a name for the truck and SWP have had lots of engagement around this. Also, virtual meetings are currently happening, and the truck will be attending events and able to Pac test electricals and on the road before the summer.

The board members asked the following questions: the repair bus how this will work in regard to events and the involvement with it. Will the bus be a refurbished bus? On the reuse and promoting collection of goods at recycling centres. SWP going forward and the officer resources.

Mark informed the board that conversation with repair groups will take place and suitable events that it will attend. Sharing skills and invitation to go to schools and a clear plan of action going forward. The bus will be a bus that is already being used and refurbished to a reusable repair bus.

Mickey informed the board reuse the HWRC at recycling centre there delayed as a product of the kind of transition from Viridor to Biffa and the kind of contractual implications. Ongoing conversations and SWP have not progressed as far as they would of liked. Currently there is no cause for concern at the moment and the board will have an update on in June. In terms of social value SWP currently working on training up drivers and further updates will be provided in September.

That the Somerset Waste Board: -

- 1. Notes and considers feedback from the partner consultation process as set out in paragraph 3.1 and as verbally updated at the meeting.**
- 2. Approves the Business Plan 2022-2027, noting the significant ongoing risks to implementation of the Business Plan.**
- 3. Notes the approach proposed to the trial of collecting soft plastic from the kerbside as set out in section 4.1.**

128 Somerset Waste Board Forward Plan– Agenda Item 9

The Board agreed the Somerset Waste Board

129 Information Sheets issued since the last meeting- Agenda item 10

130 Any Other Urgent Items of Business - Agenda Item 11

(The meeting ended at 11.56pm)

CHAIR

Somerset Waste Board
24 June 2022
Report for decision



Waste Board Membership, Meeting Dates 2022/23, and Meeting Procedures

Lead Officer: Scott Wooldridge, Monitoring Officer and Strategic Manager for Governance and Democratic Services

Author: Neil Milne, Governance Specialist – Democratic Services

Contact Details: ndmilne@somerset.gov.uk

Forward Plan Reference:	<i>08.06.2022</i>
Summary:	<p>The report sets out changes to board membership for 2022/23 following agreement of each partnership organisation and also the proposed meeting dates for the Board up to April 2023.</p> <p>In addition, it also sets out the meetings procedures for the Board now that the emergency legislation which allowed virtual meetings has come to an end and the requirement to operate under the 1972 legislation and revert to face to face meetings. The Board should acknowledge the need to operate under the basis as Somerset County Council is the administering authority for the Board.</p>
Recommendations:	<p>That the Somerset Waste Board:</p> <ol style="list-style-type: none"> 1. Notes the revised Board's membership for 2022/23 and Joint Scrutiny Panel of Somerset Waste Board set out in Section 2. 2. Notes the Board meeting dates for 2022 and 2023 set out in section 3. 3. Acknowledges the need for the Board to again operate under the 1972 legislation with a return to face to face meetings, which will be webcast.

1. Background

- 1.1.** Since 1992 the Somerset Waste Partnership has improved working arrangements in waste management across the County. In 2007, the partner authorities (comprising Somerset County Council, Mendip district council, Sedgemoor district council, South Somerset district council, Taunton Deane borough council and West Somerset council) agreed to establish the Somerset Waste Board as a Joint Committee with an Administering Authority. The Partner Authorities delegated responsibilities for waste collection, waste recycling, and waste disposal to the Waste Board.
- 1.2.** The legal powers to constitute a Joint Committee and discharge the Partner Authorities' statutory waste functions and responsibilities to it are in Sections 101 and 102 of the Local Government Act 1972, and the Local Authorities (Arrangement for the Discharge of Functions) (England) (Amendment) Regulations 2001 made under Section 20 of the Local Government Act 2000.

A Joint Committee does not have a separate legal personality and as such is not able to hold contracts or employ staff. In this instance a well-established solution is that one of the authorities becomes the 'administering authority' for the purpose of holding contracts and employing staff.

- 1.3.** The Board has a Constitution and there is also an Inter-Authority Agreement which sets out how the partners work together and how costs are shared amongst partners.
- 1.4.** The Constitution sets out the membership of the Waste Board, its functions and voting arrangements. Each of the five Partner Authorities is represented on the Board by two Elected Members, one of whom is the Portfolio Holder for Waste and/or Environment functions. The 10 elected members on the Waste Board are supported by officers from Somerset Waste Partnership, the Administering Authority (Somerset County Council) and from partners.

There will be a requirement for officers to ensure any new members benefit from an early induction and training regarding the Waste Partnership and Waste Board Business Plan priorities, services, meeting procedures and standing orders.

2. Impact of Local Government Reorganisation on the Board's constitutional arrangements

- 2.1** On 18 March 2022 the Secretary of State for Levelling Up, Housing and Communities made the Somerset (Structural Changes) Order 2022 (the **SCO**). The SCO makes arrangements for the transition in Somerset from a two-tier system of local government (i.e. districts and counties) to a single tier (i.e. unitary local government). Where there are currently 4 district councils and one county council in Somerset (together, **Legacy Councils**), there will, on 1 April 2023 (**Reorganisation Date**) be a single council in Somerset responsible for all the functions previously exercised by the Legacy Councils.
- 2.2** The SCO provides that on the Reorganisation Date Somerset County Council will become the only local authority in Somerset and that on the same day it will adopt the functions of the district councils¹. Somerset County Council has in effect been designated a "continuing authority" and will continue to exist as the same legal entity (albeit with a different name and additional functions) on and after the Reorganisation Date.
- 2.3** On the Reorganisation Date the district councils will cease to exist. As a result SWB can no longer be a joint committee (the legislation requires at least 2 councils for a joint committee) and will also cease to exist. All waste functions (i.e. both those which were county functions and district functions) will become executive functions of the Unitary Council unless its constitution provides otherwise. The Unitary Council will need to make arrangements for the appropriate delegation of those powers to members and officers.
- 2.4** The decision-making capacity of each Legacy Council, and by consequence SWB as a joint committee of those councils, will not be affected by the SCO until the abolition of the District Councils and the transition of their functions to the Unitary Council on the Reorganisation Date.
- 2.5** Further, any decisions relating to expenditure made by SWB would, by definition, have to be made within the budget devolved to the board by each of the members.
- 2.6** Therefore, there are no restrictions on decision-making of SWB in relation to the Transition Period except those already set out in its constitution and the law. Any decision of SWB which purports to have effect after 31 March 2023 will be ineffective as decision-making in relation to the period after this date is the function of the Executive of the County Council during the Transition Period.
- 2.7** SWB has already made a business plan and budget for the year 2022/23 – these documents remain effective following the making of the SCO. However, the SWB will have no powers to set a budget for waste services in February 2023 for the

¹ Paragraphs 3 & 4, The Somerset (Structural Changes) Order 2022

period from 1st April 2023 as it will cease to exist as a joint committee on that date. It will be for Somerset County Council to set the budget for the waste functions for the unitary council as a part of its overall budget setting process. Officers working within SWP will therefore need to prepare and present the draft business plan and budget for the year 2023/24 to the executive of Somerset County Council for approval in February 2023. It is intended to try and follow the 'normal' SWB timetable in preparing draft budgets and business plans for 2023/24 onwards, albeit that the reports to the Board will be for information only. This does depend upon there being clarity on the format of budgets and business plans for the new Council.

- 2.8** The governance workstream within the LGR project is responsible for drawing up proposals for a scheme of delegation for approval by the Implementation Executive. This scheme of delegation will need to deal with how waste functions are to be exercised by members and officers. With SWP operating as a virtual unitary already there is less change for SWP than for many services which will form part of the new Council. However, SWP is working closely with partners through the LGR workstream to ensure that we are ready to transition smoothly – for example working to ensure that resident/customer contact is effectively handled, to ensure that enforcement powers and processes are in place, to ensure we are accountable to Local Community Networks. Clearly there will need to be decisions on the Somerset Waste Partnership brand, with knock-on impacts, including on the stand-alone website SWP currently operates. It is expected that SWP's standalone Facebook presence will be retained given its vital role in engaging with the public. It is proposed that a standing item for future agendas will be an update on that preparatory work for the transition.

3. Somerset Waste Board Membership 2022-23

- 3.1.** The Board membership for 2022/23 is as follows:

3.2. Mendip District Council

Tom Ronan
Peter Goater

3.3. Sedgemoor District Council

Andrew Gilling
Janet Keen

3.4. Somerset County Council

Sarah Dyke (also an SSDC rep, which is permitted)
Federica Smith-Roberts

3.5. South Somerset District Council

Tim Kerley
Sarah Dyke

3.6. Somerset West and Taunton Council

Andy Sully
Dave Mansell

3.7. The Joint Waste Scrutiny membership for 2022/23 is as follows:

Mendip District Council

Adam Boyden
Michael Dunk

Sedgemoor District Council

To be confirmed at their next Scrutiny Committee

Somerset County Council

2 Members to be elected from the newly constituted Scrutiny for Policies and Environment Committee.

South Somerset District Council

Cllr Robin Bastable
Cllr Brian Hamilton

Somerset West and Taunton Council

John Hassall
Anthony Trollope-bellow

4. Board Meeting Dates for 2022 and 2023

4.1. The Board is requested to approve the following Board meeting dates for 2022 to 2023:

4.2. Somerset Waste Board Dates

2022

23 September
9 December

2023

10 February

Joint Waste Scrutiny Panel Dates

2022

21 September
7 December

2023

8 February

4.3. All meetings to be held at 10 am and will be held in a committee room in one of the partnership board authorities. Details of this will be updated nearer the meeting date.

Agendas and papers will be published five clear working days before the meeting. Details of any proposed key decisions for consideration by the Board are published in advance via the Waste Board's Forward Plan which can be viewed on the County Council's website. The meetings for Joint Scrutiny Panel of Somerset Waste Board will be held a couple of days before the board meeting.

5. Meetings Procedure and Guidance

5.1. Background

As the temporary regulations which enabled local authorities to hold remote 'virtual' meetings have expired on 6 May 2021 all future meetings of Somerset Waste Board will continue to operate under the 1972 legislation meaning that meetings are held at a venue and Board members must attend in person.

5.2. Accessing Meetings

All Council meetings are now being webcast, with a live stream to the YouTube website. Also for those members of the public unable to attend the meeting in person that can participate and view meetings using Microsoft Teams. Further guidance on this is provided on the Council's webpage with details about Board meetings.

5.3. Accessing Agendas and Reports

Democratic Services will continue to publish the agenda and reports for Board meetings ahead of these taking place on the Council's website and will notify councillors by email in line with usual practice.

5.4. Meeting Procedures

At the start of the meeting, the Democratic Services Officer will check all required attendees are present.

The Democratic Services Officer will also have details of any Members of the public attending and / or press. The public and press will be notified via the meeting information on the website to contact the Democratic Services Officer to obtain the details for the meeting.

The Chair will ask all Members and Officers to turn off their microphones, unless they are speaking. This prevents background noise, feedback and echo when webcasting the meeting. Members in the meeting room, and anyone participating remotely would then need to turn their microphones back on when they wish to speak.

The meetings will be recorded by the Council in line with the current recording

protocol. Participants will be asked to only turn on their microphones when they are invited to speak. This is good practice for all meetings, but especially important because the meeting is recorded. It might be helpful to think in terms of switching the mic on and off at the appropriate times, just like it would be in the committee room.

When the Chair invites someone to speak at the meeting, the speaker should say whom they are for the benefit of everyone listening to the meeting so it is clear who is speaking at any point.

It is important that the chat function (in MS Teams) is used solely for this purpose or to raise a point of order, otherwise it is very distracting if other questions/conversations are happening within the chat, simultaneous to the meeting.

When referring to reports or making specific comments, Councillors should refer to the report and page number so that all Members of the Board have a clear understanding of what is being discussed at all times

5.5. Minutes of the Meeting

Following consent from the Board, the Chair will sign the minutes of the meeting as a correct record at the next scheduled meeting of the Board.

5.6. Public Participation

Participation by members of the public will continue in line with the current public participation scheme.

This can include speaking and / or asking formal questions and / or making representations at various Board in line with the scheme.

Provision must be made at the venue for members of the public who wish to ask a question or speak at the meeting. However, members of the public can also listen to or observe the proceedings of a committee in person or remotely. They are asked to contact the Democratic Services Officer for the details of each meeting.

When a member of the public is addressing a meeting, in line with the public participation scheme, they will be invited to speak at the appropriate time by the Chair.

If they are addressing the meeting remotely, both they and the Democratic Services Officer will need to ensure their microphone is enabled so the meeting can hear them. It must be switched off again after they have made their statement or asked their question.

5.7. Voting

The Chair may ask each Member (of the Board) to vote in turn. If this is the case, Councillors should express their vote verbally and the Democratic Services Officer will record the outcome of votes and announce these to the meeting.

5.8. Confidential or exempt issues

There are times when part of a council meeting is not open to the public, when confidential, or “exempt” issues – as defined in Schedule 12A of the Local Government Act 1972 – are under consideration. It is important to ensure that there are no members of the public at the meeting in person or at remote location are able to hear or see the proceedings during such periods of a meeting.

If there are members of the public and press that attempt to listen to the private / closed session part of the meeting, then the Democratic Services Officer will ask them to leave or, if necessary, virtually remove the participant from the meeting.

5.9. Disturbance from Members of the Public

In line with the council’s procedural rules, if any member of the public disrupts a meeting the Chair will ask them to stop and, if necessary, advise them that they may be asked to leave the meeting.

If that person continues to interrupt or disrupt proceedings the Chair can ask the Democratic Services Officer to remove them as a participant from the meeting.

5.10 Expectations

Operating Board meetings both physically in a venue and online will be challenging. The following advice is suggested:

- Careful agenda planning; agendas and work programmes may need to change at short notice. Planning to do less in Board meeting than would be usual will provide flexibility when things don’t go as planned;
- More preparation before each meeting. Chairs and Board members will need to put more time into thinking about a meeting’s outcomes;
- Use time in each meeting effectively. There may be a need to pause discussions, remind people of the process and the meeting’s outcomes, and work to ensure that everyone is able to contribute.

Supporting Members

The amount of work to effectively Chair these meetings is likely to increase as the webcasting process is still new to the Council, and report authors and presenting officers will need to be mindful of how they can support the Chair and Board in these new arrangements. This includes producing reports for publication prior to each meeting, providing clear and easy to read information in presentations or slides, ensuring they are viewable on small screens that explain the recommendations and desired outcomes at meetings.

6. Background Papers

- 5.1** Waste Board Constitution which can be viewed at the following link - [Information about Somerset Waste Board](#)

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Somerset Waste Board meeting
June 2022
Report for information

Performance Report Quarter 4 – January 2022 to March 2022

Lead Officer: Mickey Green, Managing Director

Author: John Helps, Performance & Insight Officer

Contact Details: 01823 625705

Forward Plan Reference:	08.06.22
Summary:	This report summarises the key performance indicators for the period from January 2022 to March 2022 and compares these to the same period last year (and where relevant the year before). This period was again affected by Covid-19 and also by the national driver shortage. A verbal update will be provided to the board on the stability of collection services and on the transfer of some of Viridor's operations to Biffa.
Recommendations:	That the Somerset Waste Board notes the performance results in the Fourth Quarter 2021-22 Performance Report.
Reasons for recommendations:	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.
Links to Priorities and Impact on Annual Business Plan:	Transparency – Publishing Key Performance Indicators
Financial, Legal and HR Implications:	No direct financial, legal or HR implications.
Equalities Implications:	No equalities implications
Risk Assessment:	Areas of poor performance inform our overall risk assessment. A summary of risk is now included within each quarterly performance report, showing our top risks, new risks, changes in risks and mitigating actions.

1. Background

- 1.1. As part of the Somerset Waste Partnership's drive for continuous improvement, this report ensures that each quarter, Board Members receive an update on progress in delivering the Business Plan and on all key aspects of what SWP does and hence how well it is delivering its vision and outcomes. Subject to the views of the board, we will continue to improve how we report performance to the board. In June SWP reported on Energy From Waste environmental metrics for the first time, and have taken on board feedback from the discussion at the Board to incrementally improve the transparency of this reporting.

2. Summary

- 2.1. Key headlines are:

- **Business Plan:** The roll-out of the final phase of Recycle More began on 28th February in Somerset West and Taunton (old West Somerset area) and Sedgemoor.
- **Waste Minimisation:** Overall household arisings (inc. kerbside and recycling centres) were up by over 9,864 tonnes, or 3.85% compared to 2019-20 (i.e. pre-covid and Recycle More). This equates to a gain of 22.20kg/hh for household arisings; whilst ideally we would like to see arisings falling this is a positive result of a gain of 44.48kg/hh for household recycling and a reduction of 22.28kg/hh for household residual. Recycling increased by almost 11,200 tonnes at the kerbside, and over 2,600 tonnes at recycling sites. Kerbside collected residual waste reduced by 8,500 tonnes, but there was an increase in residual waste at recycling sites of almost 4,560 tonnes, of which circa 3,340 tonnes related to an increase of low grade timber, rather than necessarily being displaced residual waste from the kerbside bin.
- **Recycling:** Our recycling rate continues to improve compared to last year (up 3.85% to 56.22% from 52.37%), as well as showing a smaller increase over 2019-20 (up 3.22% from 53.00%), used as a comparator unaffected by the pandemic. This continues to show the benefit of Recycle More across Somerset, with further improvements expected to be seen across 2022-23, when we'll have a full year of Recycle More and with additional gains still to come once communal roll-outs are also completed.
- **End use:** For Q4 2021-22, again almost 99.9% of materials stayed in the UK, with the amount that was reprocessed in Somerset at almost 45.0%. Currently, this amounts to just over 44 tonnes of recyclate was reprocessed outside of the UK, albeit within the EU, with all this material being mixed plastics sent to Portugal, from Recycling Sites and Schools. However, it has recently come to light that Biffa may have incorrectly reported the destinations of some materials for part of last year and are now working to establish the correct information. It is likely though that some mixed paper and cardboard was sent abroad, both within and outside of the EU, with plastic remaining now remaining in the UK. This will be

materials only from Recycling Sites.

- **Missed collections:** We saw a small decrease in missed collections in Q4, compared to Q3 (1.247 per 1,000 collections against 1.396 in Q3). However, following the roll-out of the final phase of Recycle More at the end of February, there was a significant increase in missed collections across all service areas, but mainly affecting recycling collections. However, the numbers began to reduce again into the early part of Q1 2022-23, returning to more acceptable levels as service and round changes began to bed in. This measure only records reported missed collections where collections should have been made and do not include, 'dropped' or 'incompleted' rounds. The levels of missed collections continue to be one of our main areas of focus with SUEZ, particularly those affecting assisted collections.

Time and resources continue to be devoted to ensuring significant service failures are less likely to happen in future, as SUEZ shows improvement in the short term and missed collections reduce even further. As the Board are aware, SWP have issued SUEZ with a Service Breakdown Warning Notice and remain in contractual/commercial conversations with them – though our focus has been on working in partnership with them to stabilise services.

A verbal update will be given at the Board on the current position and on work ongoing to further reduce levels.

- **Risk:** In addition to our corporate risk register we maintain detailed risk registers for Recycle More and Covid-19. Risks have also been updated to reflect those largely relating to the impacts of the national driver shortage. Additionally, the risk of recyclate being dumped inappropriately has decreased as we are now exporting very little.

2.2 Consultation on preventing charges to householders for the disposal of DIY waste at household waste recycling centres

Defra are seeking to clarify the legislation for when construction waste should be treated as DIY and instead classified as household waste. Government consider DIY activities to include any construction work, such as building, decorating or repairing activities, carried out by the householders by themselves, in their own homes.

Government believes their current policy is clear, that householders should not be charged to dispose of DIY waste at household waste recycling centres and they propose that construction waste should be considered DIY waste and thereby classified as household waste by the 2012 Controlled Waste Regulations when it meets certain criteria;

- a) The construction waste is produced by householders whilst carrying out construction works themselves at their home. Construction is defined in the 2012 Regulations as including improvement, repair or alteration.
- b) The construction waste is not produced as a result of commercial activities or by a commercial contractor charging for work in a domestic premises.

- c) The construction waste is of a volume, which is no greater than 300L (based on the approximate boot size of a family car).
- d) The construction waste is not produced on a regular basis requiring HWRC visits more frequently than once a week.

The proposed criteria are intended to allow householders to deposit DIY waste for free (as it should be treated as household waste) but for local authorities to still be able to charge for other construction waste, which is classified as industrial waste. For example, if a householder brought more than 300L of construction waste to the HWRC or brought 300L of construction waste to the HWRC on a regular basis, it would not be DIY waste and could be charged for. Equally, if a tradesperson brought any amount of construction waste, it would still be industrial waste. To adopt such an approach would create a significant additional administrative cost burden for SWP & its contractors.

It is believed that the range of materials the Government wish to see received for free at the household waste recycling centres includes hardcore, rubble & plasterboard, all of which Somerset has applied a charge to since 2011, in line with the currently drafted Controlled Waste Regulations, where such waste (including DIY) is defined as Industrial Waste. At this stage it is not clear whether asbestos is included within the Government intentions. Should Government ultimately decide to implement their intended change in legislative meaning for DIY waste, this would result in loss of income for Somerset County Council of circa £130,000 per annum, at current tonnage levels, but potentially increased by a factor of 4 should we see a return to pre 2011 tonnage levels of such waste at the sites.

Whilst the suggested change in legislative meaning would have a clear financial impact on the Council's budgetary position, in theory the New Burdens Doctrine (NBD) would ensure that the local government sector would get the support it needed as a result of such a change.

Unfortunately, at this stage, Department for Levelling Up Housing and Communities (DLUHC) Ministers have decided to waive the NBD in relation to the DIY waste disposal proposal because this policy will ensure householders can dispose of DIY waste free of charge. It is suggested that this would support the government's wider strategy on environmental protection as it will remove a financial disincentive to dispose of waste properly. DLUHC has therefore decided that LAs, which currently charge householders to dispose of DIY waste, will be required to absorb any associated costs.

The NBD is government guidance. DLUHC Ministers have the right to deviate from government guidance if there is a good reason.

It is further suggested that amending the legislation will help ensure DIY waste is disposed of properly, reducing the risk of waste, such as plasterboard, being placed in residual waste bins. It is suggested it will also reduce the potential risk of fly-tipping, littering and backyard burning, creating additional costs for local

authorities and causes environmental issues. However, as reported on many occasions to the Board, we do not see a link between the charges we impose to the frequency & number of fly tipping incidents, this further supported by a report published in June 2021 by WRAP that concluded "This research found no evidence of an association between fly-tipping and charging at HWRCs. While a regression model cannot prove or disprove the existence of a causal relationship, if such a relationship does exist it is likely to be weak, as no difference in outcomes can be predicted based upon the data currently available."

A response to this technical consultation will be supplied on behalf of the Board, following discussion with the Senior Management Group. We are also supporting a response on behalf of ADEPT. The consultation deadline is 4th July 2022.

2.3 Government response to the final consultation on Extended Producer Responsibility for Packaging (EPR)

Government published its response to the final consultation on Extended Producer Responsibility for Packaging (EPR) on 26 March. This means that from 2024, producers will be responsible for paying for the collection and disposal of their packaging products in household waste and litter bins, but not litter on the ground. Business waste will not be included initially. A national Scheme Administrator will be introduced, responsible for collecting funds from producers and allocating and making payments to Local Authorities. The first payments will be made in April 2024 based on modelled costs, with funding confirmed in late 2023. £1.2billion of funding is expected to flow to local authorities nationally from 2024 as a result of EPR but we do not yet know what this means for Somerset's funding. Modulated fees based on packaging recyclability will be introduced in 2025, which means that producers will pay more for non-recyclable or difficult to recycle packaging, and mandatory labelling is to be introduced to ensure consumers know whether the packaging item is recyclable or not. All Local Authorities and businesses will be required to collect plastic films by end-March 2027.

Government's response on the other two elements of 'collection and packaging reforms' ('Deposit Return Scheme' (DRS) and 'Consistency in household and business recycling') are still awaited. Although this response is welcome and helps provide further details, until we receive the responses for Consistency and DRS (though we now know this will not include glass), it is difficult to see the full picture e.g., standards and frequency of collection.

2.4 Corporate changes to our contractors

Viridor/Biffa: As updated to the Board in December, following the announcement on the 21 May 2021, that part of Viridor's business was to be sold to Biffa, it was believed that this had concluded the strategic review by KKR (the global investment

company that acquired Viridor for £4.2 billion in July 2020), which culminated in Viridor's decision to focus on Energy from Waste rather than the wider waste sector.

Viridor proposed to retain those services provided under the New Waste Treatment Facility Contract (NWTF2) including the provision of Avonmouth Energy from Waste plant (EfW), and the two in county Waste Transfer Stations (Dimmer & Walpole). The services currently provided through the Core Services Contract (Recycling Sites, Compost Sites, Walpole Anaerobic Digester & closed landfill management) is still expected to transfer to Biffa. However, since the December Board, KKR have also sold Viridor's landfill operation (including Walpole Landfill) to Valencia Waste Management Ltd – this has resulted in further delay in publishing the planned VEAT notice & subsequent novation of the Core Services Contract to Biffa, due in the main to the need for additional due diligence checks to be carried out.

KKR's partial sale of the Viridor business to both Biffa & Valencia does not involve the sale of any SWP assets, nor does it change the service levels required under our contracts or have any cost implications. However, some service levels provided under the Core Services Contract have noticeably deteriorated over the past few months and work is ongoing with Biffa to bring the standards of operational and data provision back to that expected. For example, once the contract novation completes, we will have the same level of control on the destination of SWP recyclable material as exists under the Collection Contract held with Suez. SWP have taken on external legal advisors to support us in the process and ensure that the process does not expose SWP to any undue risk. Despite the additional legal complexity that the sale of the landfill operation to Valencia Waste Management Ltd has created, it is expected that a VEAT notice will be issued shortly. Once the transfer to Biffa is complete SWP will have no contractual relationship with Valencia.

2.5 Suez/Veolia: In a provisional ruling on 19 May, the UK's Competition and Markets Authority has said that the merger of Veolia and Suez in the UK would "lead to a loss of competition". It is important to note these findings are provisional with the final decision by the CMA due to be made by 17th July 2022.

And, subject to further discussion, it is possible that Veolia will be required to either sell off Suez UK or even sell Veolia UK to ensure there is sufficient competition in the UK's waste and recycling marketplace. They will continue to operate under the SUEZ name and brand and to trade as SUEZ an independent UK company whilst the CMA investigations are ongoing. Contractual agreements remain unchanged by the investigations, and we are assured by SUEZ, that service delivery will remain a central focus for the SUEZ team

Fixy - bringing repair and reuse of electricals and electronics to communities across Somerset

Our new Fixy service is bringing repair and reuse of electricals and electronics to communities across Somerset. The customised Fixy van (named "Fixy McFixFace" by a public vote), (see Figure. 1), is travelling the county supporting repair cafes and

groups with tools and portable appliance (PAT) testing. It will also host pop-up events and provide information, visit businesses and schools, and take donations of broken or unwanted smart tech for repair to pass on to those in need. The van will be driven by a Community Repair Coordinator (Rob Hookway) and we are working with Repair Cafes and similar groups to develop an itinerary for the coming months. The van was unveiled on Somerset Day and its first public event was the Eat Festival in Taunton Saturday 14 May where public engagement was very positive.

As well as providing practical support, promoting community-led activities and engaging new audiences, Fixy will encourage more volunteers into this field and seek to support expansion of existing groups. We appreciate that data security is a concern and can stop people offering devices for repair, reuse or recycling. Through our partnership with Donate-IT we can offer a collection point for unwanted tech items and ensure that these are securely data wiped before being refurbished and donated to those in need.

Recycling is great, but repair and reuse is even better. It's easy, saves money and helps save the planet. This is about loving your stuff for longer - if it has a plug or takes batteries, Fixy wants to give it new life. The project is being delivered in partnership with Resource Futures with grant funding from Ecosurety Exploration Fund. We have also partnered with local company Donate-IT CIC which collects, refurbishes and distributes tech like laptops and smart phones to people, schools and groups in need.

Fixy will be active between May and December this year. If it is successful, we will consider continuing it and expanding it to cover broader repair and reuse (subject to a business case and the availability of budget or new sources of grant-funding).

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** Key implications of the performance data are:
- Ongoing work with SUEZ to continue to improve service quality, with a particular focus on how they reduce repeat missed collections and improve their complaint handling.
 - The commercial pressures on SUEZ from responding to the issues also place them under financial stress on this contract and contractual discussions are ongoing between SWP and SUEZ.

- Continued further development of our new Customer Relationship Management system, My Waste Services, (incl. website changes, app and a new chatbot), reflecting the significant opportunity for better customer service that these system changes will enable, and ongoing work to deal with issues, as they come to light.
- Continuing to influence national policy on resources and waste, maintaining Somerset Waste Partnership's influence at this level, and implementing the actions we have agreed through the joint County-wide Climate Emergency Strategy/Plan (where funding permits us to do so).
- Robustly managing our new relationships with Viridor and Biffa to ensure that there is no degradation in service or other adverse impact on SWP.
- Continue to understand progress with the SUEZ/Veolia transaction, noting that until it concludes its review by the Competition and Markets Authority there is limited opportunity for SWP to understand any potential implications for Somerset.
- Continue to closely monitor budgets and spend, seek opportunities for external funding (especially for our climate emergency projects).

5. Background papers

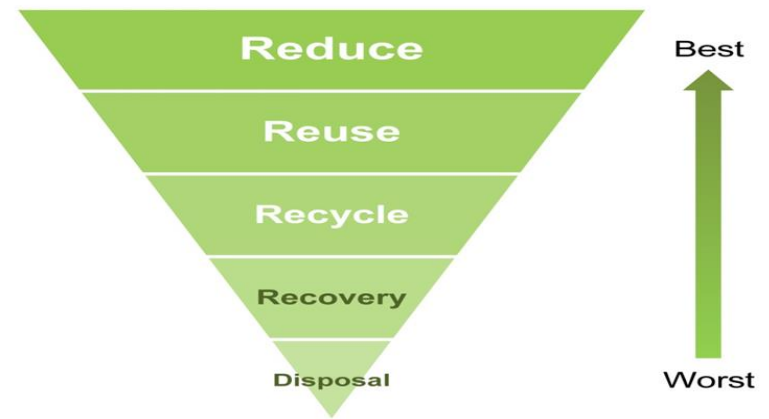
5.1. Performance Monitoring Report Q4 2021-22 (Appendix 1)



Figure 1: Fixy van

Somerset Waste Board Fourth Quarter 2021-22

PERFORMANCE REPORT



Our Vision

Who we are: Somerset's Local Authorities working together as the Somerset Waste Partnership, ensuring that our household waste is reduced, collected, reused, recycled and effectively treated.

What we do:

- Preserve our environment by making every effort to ensure our household waste is not waste but reused as a valuable resource.
- Deliver excellent customer service and value for money to create a more sustainable Somerset.

What we are aiming to become:

An exemplar for how we manage waste as a resource, work with others and support our residents to manage their household waste and make our service the best it can be.

Our Values

- **Insight:** Working with our partners to understand how and why people behave as they do and use this knowledge to shape our service.
- **Collaboration:** Treating everyone we work with as equal, knowing we have greater success when we work together.
- **Innovation:** Learning from others and constantly looking at new ways of working to give the best service we can.
- **Quality:** Focusing on excellent customer service and making the best use of the resources we collect.

Business Plan

Our Business Plan explains how we will work towards our Vision over the next five years, with a particular focus on current year actions. The Business Plan contains ten areas of focus, beneath which sit a range of activities.

Background

Somerset Waste Partnership (SWP) was established in 2007 and manages waste services on behalf of Mendip, Sedgemoor, South Somerset, Somerset West and Taunton Councils 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 services are in turn contracted to SUEZ (collection services) and Viridor Plc (recycling sites and waste treatment and disposal). SWP is accountable to the Somerset Waste Board (SWB), which consists of two elected members from each of the partner authorities.

For further information please visit www.somersetwaste.gov.uk

1. Waste Reduction

- 1.1 Food waste reduction
- 1.2 Refill campaign
- 1.3 Pledge against preventable plastic
- 1.4 Signpost to zero waste shops
- 1.5 Reusable nappies
- 1.6 Waste prevention campaigns

2. Promoting Reuse

- 2.1 Develop a reuse strategy
- 2.2 Implementing reuse strategy
- 2.3 Monitor effectiveness of reuse
- 2.4 Reuse campaigns

3. Increasing Recycling

- 3.1 Recycle More roll-out (all households)
- 3.2 Ensuring homes are built with recycling in mind
- 3.3 Food waste in communal properties
- 3.4 Rolling year garden waste subscriptions
- 3.5 Tackling hard to treat waste streams
- 3.6 HWRCs
- 3.7 Waste composition and recycling participation analysis
- 3.8 Recycling A-Z guide
- 3.9 Targeted campaigns

4. Decarbonising Residual Waste

- 4.1 Heat offtake from Avonmouth
- 4.2 Carbon capture and storage
- 4.3 Educating the public about energy from waste

5. Decarbonising Our Operations

- 5.1 Roll-out electric supervisors vans
- 5.2 Implement green infrastructure improvements to depots
- 5.3 Pilot alternative fuels in our fleet
- 5.4 Drive down carbon intensity of day-to-day operations
- 5.5 Partial re-fleet of refuse vehicles

6. Tackling Non-Household Waste

- 6.1 Schools
- 6.2 Public sector estate
- 6.3 Business waste

7. Working With Others

- 7.1 Parish Councils
- 7.2 Local data and engagement
- 7.3 Developing partnerships
- 7.4 Community action groups
- 7.5 Engagement with front-line staff

8. Improving the Customer Experience

- 8.1 Fully utilise in-cab technology
- 8.2 Growing our channels
- 8.3 Website review
- 8.4 CRM system procurement
- 8.5 Processes and Policy
- 8.6 Assisted collection review
- 8.7 Improve processes around occupation of new homes
- 8.8 Enforcement and householder support
- 8.9 Supporting out most vulnerable

9. Supporting Wider Goals in Somerset

- 9.1 Tackling waste on-the-go
- 9.2 Tackling fly-tipping
- 9.3 Supporting local businesses and those far from the labour market

10. Enabling Activities

- 10.1 Depot infrastructure improvements
- 10.2 Contract reviews
- 10.3 Health & safety
- 10.4 Contract management
- 10.5 Influencing national policy
- 10.6 Developing a long-term strategy
- 10.7 Embedding behavioural insights
- 10.8 Business continuity planning

Purpose of the Report

This report reflects the SWP's ongoing progress towards the priorities laid out in the Business Plan.

This report also sets out the key activities and measures used to check our performance for the year against the priorities we are working towards. It doesn't cover everything we do, but does set out the aspects of our work that are most relevant to the Somerset Waste Board.




Further information on how the Somerset Waste Partnership monitors and reports on performance can be found on the SWP website www.somersetwaste.gov.uk

Key to KPI Ratings Used




This report includes Key Performance Indicators (KPIs), where progress is assessed against targets and project updates.

Progress is shown in terms of Direction of Performance (DOP) through the use of arrows, with Performance shown using Performance Ratings.

Performance Direction



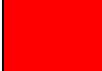

	Performance is improving
	Performance is steady
	Performance is declining

Performance Rating

	Performance is on or exceeding target Project is on target
	Performance is off target but within tolerance Project requires attention
	Performance is off target outside tolerance Project is off target

Performance Rating & Direction for Individual Measures

Business Plan Item (RAG)

	Performance is on or exceeding target Project is on target
	Performance is off target but within tolerance Project requires attention
	Performance is off target outside tolerance Project is off target
	Project suspended or not yet started

RAG Applies to Business Plan Items Only

Executive Summary - Fourth Quarter 2021-22 (Submitted to the Somerset Waste Board on 24th June 2022)

Measure	Headlines	Performance Direction	Performance Rating
Business Plan 2021-2026	Collection service pressures (and the ownership changes at Viridor) continued to place SWP under considerable pressure towards the end of 2021-22. This has resulted in delays to a number of planned workstreams. Securing funding for two key decarbonisation initiatives (an e-RCV and solar panels) is enabling us to progress with our wider climate change activities, and a successful funding bid has helped us move reuse and repair forward, with the Fixy van.	↑	✓
GDPR Audit	This project is now complete and the Follow up report issued, which confirmed that the substantial effort committed to the previous audit actions has resulted in a much-improved control framework that now mitigates the risk of non-compliance to an acceptable and managed level.	↑	✓
Key Risks	Our 'Recycle More' risk register is up to date and a new Covid-19 register developed. Our top 2 risks continue to be: 1) Driver shortages / labour market risks 2) Resource requirements for Recycle More.	→	⚠
Health & Safety	2 minor injuries to the public using Recycling Centres, reducing the accident rate per 100,000 visits slightly from 0.58 to 0.57, the drop attributable to a higher number of visits during Q4, with numbers up by over 8,300 visits. No accidents to staff members. The SUEZ accident ratio was 10.9 per 100,000 hours worked (33 accidents), up from 10.2 (30 accidents) in Q3. We continue to closely monitor this metric.	→	✓
Waste Minimisation	Compared to 2019-20 we have seen an increase in total arisings of 9,864 tonnes of household waste – with a decrease seen at the kerbside of 1.22kg/hh and an increase at recycling sites of 23.42kg/hh. This equates to an increase of 3.85%, from 993kg/hh to 1,015kg/hh. Residual Household Waste per Household reduced by 4.77%, or 22.28kg/hh from 466.92kg/hh to 444.63kg/hh.	↑	✓
Energy Recovery	During Q4, the Avonmouth plant has continued to operate well. The fire damage repair to Dimmer Transfer Station was delayed due to a lack of suitable contactors. Repairs to the Dimmer site are now expected to commence early in June and be concluded by September. A small scale plastics extraction trial was held at Walpole Transfer Station during December which showed promising results - a further large scale (6 month) trial is now planned from June/July.	→	✓
All Recycling	Our recycling rate (NI192) increased by 3.85% to 56.22% compared to 2020-21, with garden waste up 5,894 tonnes, cardboard up 3,451 tonnes, wood to recycling up 2,490 tonnes and mixed paper & cardboard up 1,574 tonnes from all sources. It should be noted that last year was a low comparator, due to the affects of the Pandemic and lockdown restrictions.	↑	✓
Recycling Sites	Total arisings increased by 5,148 tonnes compared to 2020-21 and was made up of increases in recycling and reuse of 3,947 tonnes, garden waste by 5,253 tonnes and hardcore & soil by 1,134 tonnes. All offset by decreases in residual to recovery of 2,482 tonnes and residual to landfill of 2,704 tonnes. Visitors to recycling sites in 2021-22 increased by 177,448, up from 1,268,440 in 2020-21 & decreased by 78,792, down from 1,524,680 in 2019-20.	↑	✓
End Use of Materials	We continue to see demand from the UK for our materials. Excluding residual waste, in Q4 99.87% was recycled within the UK, with 44.68% staying in Somerset and only 0.13% being exported, which was mixed plastics from recycling sites and schools collections. This was 44.56 tonnes which were exported for recycling in Portugal. In Q4, 93% of Somerset's residual waste was sent for recovery at the Avonmouth EFW plant.	↑	✓
Missed Collections	The number of missed collections in Q4 increased significantly along with the roll-out of the final phase of Recycle More. Levels towards the end of Q4 were averaging around 780 reported missed collections per week, with levels in the early part of the quarter being less than half, at around 370 per week. However, over the first half of Q1 2022-23 numbers have again stabilised returning to more normal levels, although more work is required for further improvement.	→	⚠
Fly-Tipping	There was a decrease in 2021-22 of 735 fly-tips, down from 5,158 to 4,423. These were waste types: 'Black bags - household' (down 298 to 1,052), 'Other household waste' (down 154 to 1,732) and 'Green' (down 91 to 204). The areas that have seen the biggest increases in the numbers reported were 'Other commercial waste' (up 40 to 177), 'Black bags - commercial' (up 34 to 56) and 'Clinical' (up 9 to 16).	↑	✓
Financial Performance	Collection Budget: The forecast position for all collection partners is an overspend of £691k. Disposal Budget: The forecast for the year is an underspend of £155k.	↑	✓
Customer Interaction	Collection complaints peaked in March at 475, with a low of 265 in January, while February produced marginally more at 267. Recycling Centre complaints remained relatively low, with 2 for each of February and March and a low of 1 in January.	→	⚠
Communications	Over 632,000 hits on our website in Q4, over 18,000 Facebook followers and over 34,000 'Sorted' e-zine's sent out over the quarter. A Facebook post on 'Collections suspended (Storm Eunice)' reached 1,400 people.	→	✓



Why do we measure and report this?

The 2021-2026 Business Plan sets out what we need to do, so that the services we deliver ensure our household waste is effectively collected, reused, recycled and treated and that people recognise waste is a resource and fully play their part in reducing, reusing and recycling. It is structured under ten areas of activity (each reported against in this performance report) which together contribute to our three outcomes: Delivering excellent services, changing behaviours and tackling climate change.

What did we commit to do?	RAG	Progress in previous quarter	Planned activity for next quarter
<u>1. Waste Reduction</u>			
1.1 Food waste reduction	Green	Food waste is a frequent and popular subject on SWP social media (using recognised assets and campaigns e.g. Love Food, Hate Waste) and the successful Schools Against Waste programme. Promotion and support for (PR, social media, partner newsletters, Sorted Newsletter) Food Waste Action Week (March).	Continue to use social media and other channels to promote, and look for opportunities to work with partners on relevant initiatives (e.g. support for food banks) and Platinum Jubilee celebration advice. Food waste reduction to be an important component of future public events.
1.2 Refill campaign	Red	No specific action on this due to other priorities.	Seek opportunities to promote through existing channels. Will link in with and support the SWT/SCC/Wessex Water refill points in Minehead, Taunton and Wellington.
1.3 Pledge against preventable plastic	Red	No specific work on this, though reduction of single-use plastics remains part of messaging where appropriate.	Continue to reflect this in ongoing communications through established channels. (Capacity dependent - seek to review/refresh the pledge).
1.4 Signpost to zero waste shops	Yellow	Some work through social media channels. Progress on mapping (along with other relevant reduce/reuse services) stalled due to staff availability. Will include incorporated in the A-Z work.	Seek opportunities to sign-post and promote through existing channels. Incorporate in the development of the Recycling A-Z (note, this now likely to be part of the refreshed A-Z presence, either on existing SWP site or within waste presence on new Somerset Council site..
1.5 Reusable nappies	Green	Hire arrangements ongoing. Data not requested from all three hire organisations owing to SWP capacity issues. No further customer surveys completed.	Contact hire organisations to encourage data reporting and reminder to prompt customers to complete the on-line survey after returning nappy kit. Continue to seek opportunities to promote through social media and other channels.
1.6 Waste prevention campaigns	Green	Considerable comms and engagement work for the development of the Fixy initiative - including branding process, naming of the vehicle, promotion of repair and reuse. Promotion and support for (PR, social media, partner newsletters, Sorted Newsletter) Food Waste Action Week (March).	Support/enable launch of Fixy initiative - PR, promotional materials, social media, traditional media. Continue to support other national campaigns through existing channels, especially social media, and event presence, potentially moving forward support for food waste reduction through food banks.
<u>2. Promoting Reuse</u>			
2.1 Develop a reuse strategy	Green	Reuse strategy consisted of 3 options - containers to divert materials at HWRCs, CAG network to support existing groups, repair bus concept. Repair bus is now on the road, initial meeting held with Suez and Resource Futures to talk about the CAG concept and how it might work in Somerset.	Continue looking at CAG options, arrange meeting with Biffa to talk about on-site diversion and how this can complement Bulky diversion from Suez.
2.2 Implementing reuse strategy	Green	Funding bid for Repair Bus successful and funds received from Ecosurety Exploration Fund. Van purchased and refurbished/wrapped. Recruitment of coordinator successful.	Launch of Fixy on Somerset Day with first event coinciding with The Big Fix on 14th May. Develop itinerary and continue to engage with groups to see how it can support them.
2.3 Monitor effectiveness of reuse	Green	Draft Fixy targets outlined in Comms Plan.	Fixy comms plan updated 28/04/2022. Systems for recording and evaluating data to measure against targets and to inform future project development to be developed on shared drive.
2.4 Reuse campaigns	Green	Reaching out to community repair groups, held launch meeting and follow up for Fixy project. Developing and procuring event collateral. Refining information about repair events and helpful Fixy tools and display kit to support groups. Preparing Fixy launch events and PR.	Continue updating and reviewing of repair cafes in support of Reuse strategy and eventual mapping. Identifying potential Fixy events, inviting and responding to Fixy booking requests. Continuing comms to support Fixy initiative and local community repair groups. Planning for reuse week in July.
<u>3. Increasing Recycling</u>			
3.1 Recycle More roll-out (all households)	Green	Recycling More was rolled out into Sedgemoor District and Somerset West and Taunton (West Somerset Area). The Recycle More collection service has now been delivered to all properties that receive a kerbside service.	The recycling More service will be delivered to communal locations and Sedgemoor District and Somerset West and Taunton (West Somerset Area), concluding the transition to this service type.
3.2 Ensuring homes are built with recycling in mind	Green	This has now been updated and redesigned with SWP branding and published on our website. The guidance is directly referred to in the SCC Waste Core Strategy and has also been added to	Review guidance to ensure working as it should. Work with planners to ensure it is kept high profile in LGR work.

Business Plan 2021-2026 - (2)			
What did we commit to do?	RAG	Progress in previous quarter	Planned activity for next quarter
3.2 Cont..		the local list in MDC. SWT have now included a reference in their Design Guide.	
3.3 Food waste in communal properties		Ongoing introduction where requested and where practically possible through Recycle More (i.e. enabling people to access the kerbside service).	Still waiting further clarity from gov't on requirements and funding around food waste, and once this has been forthcoming start planning for communal food waste (noting that this will impact on fleet and so may be a substantial lead time).
3.4 Rolling year garden waste subscriptions		Work undertaken within Q4 to increase the robustness of the IT offering that has been delivered in preparation for the 2022-23 renewal activity. SWP are also preparing email renewal notifications and expect to communicate with c85% of customers in this way.	Await clarity from Government over whether they will make garden waste collections free.
3.5 Tackling hard to treat waste streams		Mattress recycling options are on hold, pending the expected Core Services Contract novation from Viridor to Biffa. Option discussions will commence with Biffa once the contract novation is completed. The uPVC recycling trial has been delayed and is now expected to commence at a number of sites in the summer.	Commencement of the uPVC recycling trial at a number of sites. Development of further plans to treat hard to recycle material, once the contract novation has concluded to Biffa.
3.6 HWRCs		A Recycling Site Dilapidation report is being constructed as part of the planned Contract Novation works - this will inform future maintenance requirements for the incoming contractor. The Yeovil traffic re-routing scheme is progressing and expected to be in place during Q2. Plans to help attenuate the noise emanating from the Frome site have been completed.	On completion of the contract novation to Biffa, initial Partnership Management Board meetings will be arranged to discuss the opportunities of further developing or enhancing the customer experience at all of the Somerset Recycling Sites. The first stage of the site signage review is expected to conclude during Q2.
3.7 Waste composition and recycling participation analysis		Not planned to undertake until roll-out of Recycle More complete.	Start early planning work in readiness for post-RM rollout work. Initial scoping plans to include HWRCs too so that we have a full picture of householder behaviour in Somerset.
3.8 Recycling A-Z guide		Work paused pending discussions on future SWP website presence. Existing platform cannot successfully deliver a quality A-Z. Update of existing platform a possibly, or make A-Z part of a waste presence in a new Somerset Council web presence. Finalising content delayed due to staff sickness.	Discussions to take place with SCC web team about future of waste web presence. A-Z progress will depend on this. Resume the finalising of content.
3.9 Targeted campaigns		Recycle More continues to dominate. Delivery of comms actions in support of Phase 4 incl. 70k+ direct mailings, Facebook Q&As, Talking Cafes, Recycle More Messenger stakeholder updates. Processing and promotion of Eco-school grants..	Deliver phase 4 of Recycle More communications to communal properties (changes at end June) including two direct mailings to approx. 5,800 residents. Promote the Eco-school grants, Garden waste subscriptions, Jubilee impacts on collections, Easter-themed waste reduction tips and guidance PR, social media and web presence.
4. Decarbonising Residual Waste			
4.1 Heat off-take from Avonmouth		Hot commissioning of the polymer plant continued during Q4. It is expected that the heat connection is made to the polymers plant during a planned outage of the Avonmouth Energy from Waste plant scheduled for June.	Provision of heat from the Energy from Waste plant to the Polymer plant expected in June.
4.2 Carbon capture and storage		Viridor will continue work to develop their Carbon Capture plans, and announced that the Avonmouth facility is one of five plants to benefit from additional Government funding to help resource these ambitious plans.	Viridor's roadmap to reach a position of net zero (by 2040) and net negative (by 2045) for emissions from their operations has been confirmed. This includes, but is not restricted to a Carbon Capture, Utilisation & Storage plan. The exact role that the Avonmouth facility will play in this ambition is still to be confirmed. Viridor have been invited to present their plans & progress to the September 2022 SWB.
4.3 Educating the public about EfW		Viridor's on-line Virtual Visitor Centre is working well and providing a valuable resource reference.	Further on-line support provided via the SWP website with regards the use of the appropriate residual

What did we commit to do?	RAG	Progress in previous quarter	Planned activity for next quarter
4.3 Cont..			waste bins at the Recycling Sites (EfW & Landfill), with affiliated on site signage to follow.
5. Decarbonising our Operations			
5.1 Roll-out electric supervisor vans		Initial work to install charging infrastructure at depots has begun and we hope to see this completed and ready for use early next year. Limited off road parking when supervisors charging from home overnight and investigating options to have on street charging capability	SUEZ have placed orders, but due to long lead time they will not arrive in the next quarter.
5.2 Implement green infrastructure improvements to depots		Business case for photovoltaic (PV) panels for installation into two collection depots (Evercreech and Taunton) was finalised.	Capital bid has been approved and SWP/SUEZ have begun to programme installation for 2022-23. Problems with the manufacture of panels and issues with international freight could potentially delay delivery of this project.
5.3 Pilot alternative fuels in our fleet		HVO trial ongoing at Evercreech. Results in line with expectation to date.	Continue with trial and review fundings to inform potential expansion to other depots. Secure HVO supply and test claims of 90% carbon savings on some of our own fleet
5.4 Drive down carbon intensity of day-to-day fleet operations		Secured funding for solar panels at Evercreech and Taunton.	Plan installation of solar panels. Ensure SUEZ robustly reporting on day to day carbon usage (e.g. heavy braking/acceleration).
5.5 Partial refleet of refuse vehicles		Secured funding for e-RCV and completed purchase. Approach to testing around County agreed with SUEZ.	Finalise arrangements to charge the e-RCV at Lufton depot enabling us to test this in South Somerset. Commence project in earnest for partial re-fleet. Use on rounds identified as suitable for electrification from desktop exercise
6. Tackling Non-Household Waste			
6.1 Schools		First Eco-Schools grant application approved and to be awarded in January. Ongoing review of Eco-School applications and support required from Carymoor for applicants. New SLA with Carymoor to started in Jan. 25 SAW visits completed in Q4, including 3 new schools. 1 in person visit was postponed to next Quarter owing to covid isolation. Since start of scheme (Feb 18), SAW has reached >46,600 children across 304 schools.	Eco-Schools grant application continue to be reviewed and grants awarded as appropriate. A further 14 SAW sessions are already booked for this quarter - these are now offered county wide since phased rollout of Recycle More (household collection) is completed. Work ongoing with Suez regarding rollout of extended Schools Recycling Service.
6.2 Public sector estate		Work ongoing to finalise specification. Project will be taken forward as part of the Unitary Assets workstream, though SWP will still be involved.	Pressing assets workstream to ensure this work isn't unnecessarily delayed. Continue to seek discussions with Police and NHS to see whether they wish to be involved for their office-type waste.
6.3 Business waste		Chard TC shared the report from their business waste audit - highlights lack of understanding of legal responsibilities and inappropriate disposal of business waste.	Catch up with Chard TC to see how projects are progressing and what we can learn. Review new national policy (EPR published, but still waiting for consistency and DRS).
7. Working with Others			
7.1 Parish Councils		Continuing Town/Parish Council stakeholder engagement for Recycle More and attending events on request to promote services and initiatives.	Attending events on request to promote services and initiatives (e.g. compost champions, Fixy) and seeking to progress food bank-food waste reduction initiative.

What did we commit to do?	RAG	Progress in previous quarter	Planned activity for next quarter
7.1 Cont..			
7.2 Local data and engagement		Held kick-off meeting to explore how we can revise our data systems to be more accountable to future Local Community Networks and to make even better use of our data.	Continue to progress work, though this may be constrained by unitary timescale.
7.3 Developing partnerships		Increased engagement with repair groups and information gathering. Fixy update meeting held on 8 March to keep groups informed of project's progress. Online map of group locations not possible due to technical issues (wouldn't upload), however listing of groups improved on SWP website.	Continued liaison to update new at-a-glance monthly listing of community repair events. Next Fixy update meeting with repair groups in June. Ongoing liaison with community organisations about potential Fixy promotional locations. Will explore options for working with partners to businesses to host Fixy. Responding to Repair Cafe Toolkit requests from interested parties.
7.4 Community action groups		Commissioned Reuse Report by Resource Futures recommends Community Action Groups as a successful way to boost reuse/repair in Somerset. The report outlines indicative costs. Report recommendations to be reviewed by SWP and SUEZ to explore how this can be linked with their social value commitment for 2023-24.	Identify next steps, in consultation with SUEZ and Resource Futures.
7.5 Engagement with front-line staff		Employee forums were disrupted because of Covid pressures but are being reintroduced with the support of SWP who will look to be a regular contributor to these focus groups	Continue to refocus time on depot and crew visits and expand our presence at H&S and supervisors forums and monthly senior management meetings..
8. Improving the Customer Experience			
8.1 Fully utilise in-cab technology		Planned progress in using data from in-cab technology to send letters out targeting residential behaviour was not progressed due to pressures on the service including service issues and rollout of the final phase of Recycle More.	Progress actions intended for last quarter.
8.2 Growing our channels		Facebook following continuing to grow, successfully made more use of Nextdoor in the Phase 4 Recycle More roll-out.	Continue to use Facebook as key channel, seek to further expand use of Nextdoor e.g. in support of Fixy and Jubilee collection changes.
8.3 Website review		No significant progress to date due to other priorities.	Discussions with SCC web team re future presence within Somerset Council, appropriate actions to follow and will include a review/refresh of content.
8.4 CRM system procurement		Agreed that adoption of MWS will be in tranche 1, ensuring waste and recycling functions are ready on vesting day for the new authority.	Ensure SWP are embedded in work for unitary CRM / customer services, and map out what rewiring our CRM would entail (to inform decisions taken through unitary work).
8.5 Processes and Policy		The following elements of the project have been completed so far: Identification of data entry points, Data Protection Impact Assessments and review of non-SCC IT systems.	These items are expected to be completed during this period: Review and update Privacy Notices, share and implement Data Subject Access Request processors and provide guidance on retention periods.
8.6 Assisted collection review		Scoping and planning for Assisted Collection review planned for 2022 in progress.	Planned for 2022.
8.7 Improve process around occupation of new homes		No substantial progress - daily updates still in place for 2 Districts but further progress not possible due to service instability.	Progress with extending new approach to final 2 Districts.
8.8 Enforcement and householder support		Agreed approach with workstream responsible for leading on all environmental enforcement, and SWP to be involved in their working group.	Continue engaging with the enforcement workstream.

What did we commit to do?	RAG	Progress in previous quarter	Planned activity for next quarter
8.9 Supporting our most vulnerable		Toolbox talks for Dementia Awareness training continue to be presented across the workforce and a greater concentration on service provision to those requiring assisted collections are reducing the impact of service failures on this vulnerable group.	Continue to ensure this element of the service receives concentrated attention and continued improvement is embedded in the contract.
9. Supporting Wider Goals in Somerset			
9.1 Tackling waste on-the-go		Initial composition analysis identified that rather than just plastic and cans, recycling containers were being used for all 'traditional' recycling materials - e.g. paper/cardboard/glass. Contamination with dog waste also an issue in some cases.	Monitor use and fill levels to determine appropriate collection frequency. Monitor levels of contamination. Resource Futures have been commissioned to carry out further composition analysis in late summer to directly compare with the initial analysis.
9.2 Tackling fly-tipping		As part of the Climate Strategy, there has been an initial meeting to discuss a proposed Somerset wide project aimed at combatting fly-tipping. To progress as part of LGR work.	There continues to be no further progress on this project since the last report, but is planned to be picked up as part of the move to a Unitary Authority..
9.3 Supporting local businesses and those far from the labour market		Working closely with SCC Economic Development to create a pilot Green Business Support project. Significant HR activity with SUEZ to win-win by addressing the driver shortage by reaching those far from the labour market.	Continue activity from previous quarter.
10. Enabling Activities			
10.1 Depot infrastructure improvements		Taunton Depot (Walford Cross) completed before roll-out of Recycle More in Taunton and fully operational. Planning permission for Williton Depot (Roughmoor) granted and PV funding at Evercreech and Taunton secured.	Finalise minor (non-operational impacts) at Taunton, rescope timetable for Williton works having secured replacement for initial development contractor.
10.2 Contract reviews		None planned.	Engage with SUEZ to have informal dialogue to resolve Force Majeure and Qualifying change in law issues, and to plan a contract review in 2022 once national legislation etc is clearer.
10.3 Health & safety		We are now gathering more information on this aspect of the contract.	We intended to bring further detail to the board in this report but as we continue to develop and examine this aspect of the contract in more detail, now was felt too early in the process to change this metric and will look to do so next year.
10.4 Contract management		SWP & SCC (Legal & Procurement) continued to undertake the due diligence process to ensure that Biffa are an appropriate entity to provide the Core Services Contract to its expected termination in March 2031. Legal complexity within the process means that the novation is yet to take place.	It is expected that the due diligence and legal process will conclude during Q1.
10.5 Influencing national policy		EPR consultation published and reviewing the impact on SWP services (still need further detail on policies). Single use plastics consultations responded to.	Await publication of DRS and consistency policies post consultations, and respond to other smaller consultations (e.g. on charging for DIY materials at Recycling sites).
10.6 Developing a long-term strategy		Revised timetable reflected in draft business plan.	No significant work planned until national legislation is clarified.
10.7 Embedding behavioural insights		Schedule meetings with WRAP to explore best practice.	Continue activity from previous quarter.
10.8 Business continuity planning		Ensure as we move toward a more stable period, business continuity remains updated and accessible.	Continue to ensure Business Continuity Plan is up to date and is compatible with risk profile.



Why do we measure and report this?

Implement the Action Plan that resulted from the General Data Protection Regulation (GDPR) compliance audit that SWP requested to support our ongoing work in this area.

What did we commit to do?

- 1) Create standardised processes for FOI and complaints.
- 2) Compile a Record of Processing Activity (ROPA).
- 3) Create and implement a Data Rights Rectification process.
- 4) Review and update Privacy Notices.
- 5) Complete Data Protection Impact Assessments.
- 6) Review Consent.
- 7) Ensure all training is completed and up to date.
- 8) Conduct review of non-SCC IT systems.
- 9) Review Inter Authority Agreement (IAA).
- 10) Ensure compliance with retention periods.
- 11) Ensure SWP contracts contain GDPR compliance statement.
- 12) Create a Data Breach process.
- 13) Review of the audit to be carried out in Q4.

Timeline

Create Standardised process for FOI /EIR and complaints	Will happen as part of unitary work	31/12/2021
ROPA	Complete	31/12/2021
Data Rights rectification process	Will happen as part of unitary work	31/12/2021
Review and update Privacy Notices	Will happen as part of unitary work	31/12/2021
Carry out Data Protection Impact Assessments	Complete	31/10/2021
Reviewing Consent	Complete	31/12/2021
In-house DPO training	Complete	31/12/2021
Review of non-SCC IT systems	Complete	30/09/2021
Inter Authority Agreement Revision	Complete	31/12/2021
Enforcement of retention periods	Complete	31/12/2021
Contract review	Complete	31/12/2021
Data Breach Process	Will happen as part of unitary work	31/12/2021

What progress has been made in this quarter?

The project is now complete and the Follow up report issued, concluding that the substantial effort committed to the previous audit actions has resulted in a much-improved control framework that now mitigates the risk of non-compliance to an acceptable and managed level.

Most importantly, they have confirmed that:

- A Record of Processing Activity is now in place, and this has facilitated the review of a number of different aspects of the service and related processes.
- There is closer working with SCC as the lead authority, principally the Data Protection Officer who now has an ongoing working relationship with SWP and also the means for greater involvement with the ICT team.
- Training and guidance have been provided to SWP staff and there is now improved clarity for how data and requests should be handled, including the awareness that the SCC Information Governance Team can provide support.

What tasks will we look to complete in the next quarter?

Key Risks



Why do we measure and report this?

Whilst our full risk register is brought to the Board annually, SWP keeps these risks under constant review. It is important to investigate, highlight and where possible mitigate against known upcoming risks in order to ensure we remain operationally effective in the services we provide, whilst building capability to deal with future challenges.

What are the risks that we should be focusing on right now?

Our top 10 'red' risks are:

- 1) Driver shortages / labour market risks.
- 2) Resource requirements for Recycle More.
- 3) Health and Safety of staff and public at kerbside and recycling sites.
- 4) Contractor cost pressures, or reduction in management or front-line staff.
- 5) Financial pressures on partners.
- 6) Contractor changes due to sell off of parts of business, or takeover.
- 7) Legislation changes impact on financial viability of service: requiring separate food at all communal properties, free garden waste collections for all, and preventing charging for non-household waste at Recycling Centres.
- 8) Legislation changes requiring minimum standards for collection services.
- 9) Changes in demand and value of recycle.
- 10) Impacts of Covid-19.

Recycle More: The main roll out is complete, and key risks involve getting to service stability and ensuring suitable resource to support the roll out in schools and communal properties.

Covid-19: Key risks include the pressures that Covid places on all our services, and the risk this places on service stability.

What has changed since the last time we reported?

	Risk No.	Risk Summary	Current Rating (Previous)
Increased Risks & Opportunities:	Op 4	Fixy project and campaigns about repair and reuse help residents save money during cost of living crisis	20 (16)
	RM 5	Prolonged tipping at Walford Cross as a result of plant breakdowns and delays to Williton depot upgrade has impacted service stability	16 (9)
Reduced Risks:	RM 10	Reduced risk around highways works impacting roll out of Recycle More in Taunton, general risk still applies	9 (16)
	RM 16	Mobilisation risk reduced as Phase 4 complete. Still need to ensure mobilisation team in place for communals and schools roll outs	9 (12)
	17	Reduced risk of increase of material in refuse bins as Recycle More roll out limits capacity, and data shows refuse falling	8 (12)
	21	Reduced risk of material being dumped inappropriately overseas as stronger contractual requirements and little being exported	4 (6)
	26	National policy changes including EPR and Plastic Packaging Tax will reduce risk of compostable packaging and new materials contaminating recycling streams. Risk reduced but not gone.	4 (6)

As we are still in the implementation phase of Recycle More and moving towards service stability, many risks have not changed. The introduction of Fixy helps raise the profile of repair and reuse, saving residents money. We have seen the results of the EPR consultation so get a little information, but need Consistency and DRS to get a fuller picture.

What are we doing to ensure these risks are managed?

- 1) Increased recruitment, retention bonus, internal training to upskill loaders.
- 2) As (1), and working with Suez to address issues.
- 3) Regular monitoring, supporting Suez in liaison with police to ensure dangerous driving from the public is robustly addressed. H&S management review.
- 6) Regular monitoring through operational meetings and senior manager meetings.
- 5) Close liaison between SWP MD and partners to understand impact on SWP (incl. sequence of s151 meetings).
- 6) Regular monitoring through operational meetings and senior manager meetings.
- 7-8) Review and respond to future Resources and Waste Strategy Consultations. Continue engagement with national bodies and directly with Defra..
- 9) Monitor price indexes, maintain emphasis on quality and UK recycling.
- 10) Monitor covid absences and work with contractors to address any issues.

Recycle More: Continue working with Suez to address service issues. Ensure resource in place for roll out of communal and schools service.

Covid-19: Risk is reducing as cases drop and things get back to normal. Continue monitoring and prepare for potential of autumn surge. Ensure BCP are kept updated.

What will success look like in terms of managing risks?

Future success would mean an overall reduction in our risk profile, (e.g. fewer 'reds') and success of the mitigation measures we've put in place.

- 1) Staff shortages are minimised and full permanent employment reached to reduce agency reliance.
- 2) Minimal disruption to services.
- 3) The issues inherent with the service are well managed, and Avon & Somerset Police take our concerns seriously.
- 4) Staff shortages are minimised and full permanent employment reached to reduce agency reliance.
- 5) SWP continues to have the budget available to deliver the Board's vision whilst meeting partners' saving requirements, and this doesn't affect the excellent working arrangements with SWB.
- 6) Any changes in contractor make-up would result in no degradation to service and a continued good relationship with shared values.
- 7-8) SWP's concerns are reflected in national policy.
- 9) SWP continues to produce quality recycle that fetches a good price and is in demand within the UK.
- 10) Covid has limited impact on services

Recycle More: A smooth roll out of Recycle More to communal and schools service, and continuous improvement on service stability.

Covid-19: We learn from the 1st -3rd waves (from our own experience & others) & revise our Business Continuity Plans to reflect this, with partner support ensuring that critical services are maintained.



Why do we measure and report this?

The Waste Management sector has an injury and fatality rate significantly higher than the all-industry average. Health and Safety management within the scope of the Somerset Waste Partnership has therefore always had a very high profile. A public report on a quarterly basis helps maintain awareness, gives transparency and keeps members up to date on performance.

Recycling Sites - H&S Performance and Initiatives

There were 2 Site Staff injuries for the reporting period of Q4. A small cut to a hand in one instance and, bruising to a hand in the other. When calculated against time worked, this gives a ratio of 6.6 accidents per 100,000 hours. The figure is up from the zero accidents reported in Q3 but is still seen as good performance given the minor nature of the injuries and the low number.

There were also 2 accidents to site visitors. One injury was the result of a site visitor cutting their hand on waste they were depositing, and the other from a fall that resulted in a person banging their knee on the steps to a container. Both injuries were classed as minor and no contributing factors for either was found to be attributable to the sites, or their operational methods. The resulting ratio of accidents per 100,000 visits dropped fractionally to 5.7 from 5.8.

79 reports of 'Near Misses' and Hazard Spots' were recorded, an increase from the previous 28. This is due to a concerted effort by the contractor encouraging staff to be extra vigilant in spotting potential hazards and recording them. This ensures observed risks can be assessed and addressed.

There no reports under 'Reporting of Injuries, Diseases & Dangerous Occurrences Regulations' (RIDDOR).

However, there was one Environmental Incident – A small fire in the metal waste container at Yeovil HWRC during the compaction of its contents.

Collection Services - H&S Performance and Initiatives

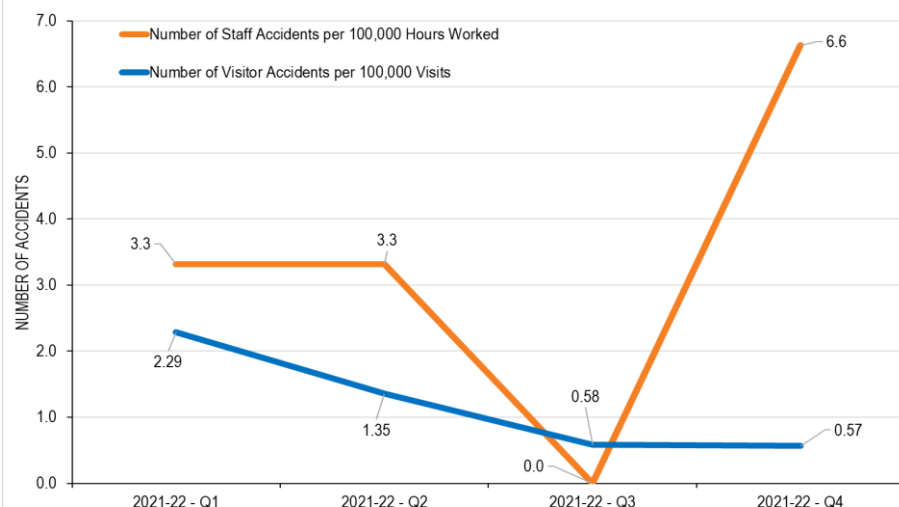
A continued focus by staff on identifying and highlighting risks and a continuing engagement with the importance of a strong H&S culture has seen a positive impact on near miss reporting which continues to increase and shows signs of becoming engrained into the workforces daily practises.

The number of reported accidents to Suez operational staff stands at 33 for Q4.

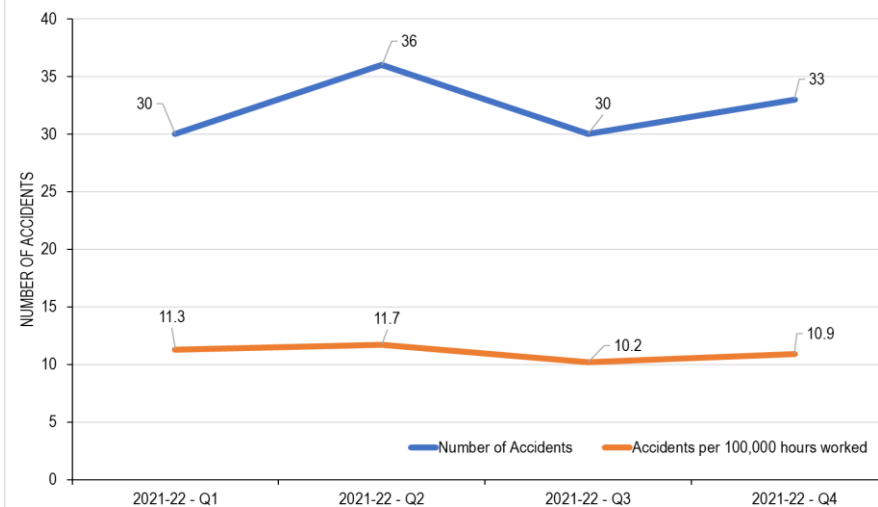
Accidents are measured per 100,000 hours worked across the contract and in this quarter has resulted in a score of 10.9, slightly up from 10.2 in Q3.

There were no incidents reported under the Reporting of Injuries Diseases and Dangerous Occurrences Regulations (RIDDOR) in this quarter.

Recycling Sites - What does H&S performance look like on Somerset Recycling Sites



Collection Services - H&S performance figures for SUEZ employees





Why do we measure and report this?

In accordance with the waste hierarchy, reducing the amount of waste that is generated in the first place, is the best environmental (and financial) outcome. Reporting on the amount of waste overall (and residual waste in particular) that each household in Somerset generates, ensures we continue to target the minimisation of residual waste, in addition to ensuring that we treat the waste does arise as a valuable resource.

What tonnage have we had to handle this quarter?

Results for 2021-22 have been compared to 2019-20 to exclude the affects of the pandemic seen during 2020-21.

The amount of waste generated across Somerset during 2021-22 showed the following changes:

The total household arisings year to date in 2021-22 increased by 9,864 tonnes to a total of 266,329 tonnes. This equates to 1,015.67kg/hh, an increase of 22.20kg/hh (made up of an decrease of 1.22kg/hh at the kerbside and an increase of 23.42kg/hh at recycling sites).

The total amount Reused, Recycled & Composted increased overall by 44.48kg/hh, with an increase of 37.23kg/hh at the kerbside and 7.24kg/hh at recycling sites. Of these amounts, dry recycling from the recycling sites improved by 2.47kg/hh, as did green garden waste at 5.61kg/hh. At the kerbside we continued to see increases for dry recycling of 17.91kg/hh, food waste of 17.23kg/hh and green garden waste of 2.65kg/hh.

Residual Household Waste per Household for 2021-22 was 444.63kg/hh, down 22.28kg/hh from 466.92kg/hh (a decrease of 38.45kg/hh from the kerbside, but an increase of 16.17kg/hh from the recycling sites). There was also a continuing reduction in local authority collected waste (LACW) landfilled, down 40.93% from 45.56% to 4.63%, as a result of our residual waste now being sent for energy recovery, rather than to landfill.

From the beginning of 2020-21 all of Somerset's residual waste was either sent for disposal by EfW, with the majority going to the new Avonmouth RRC, or to landfill at Walpole, Bridgwater.

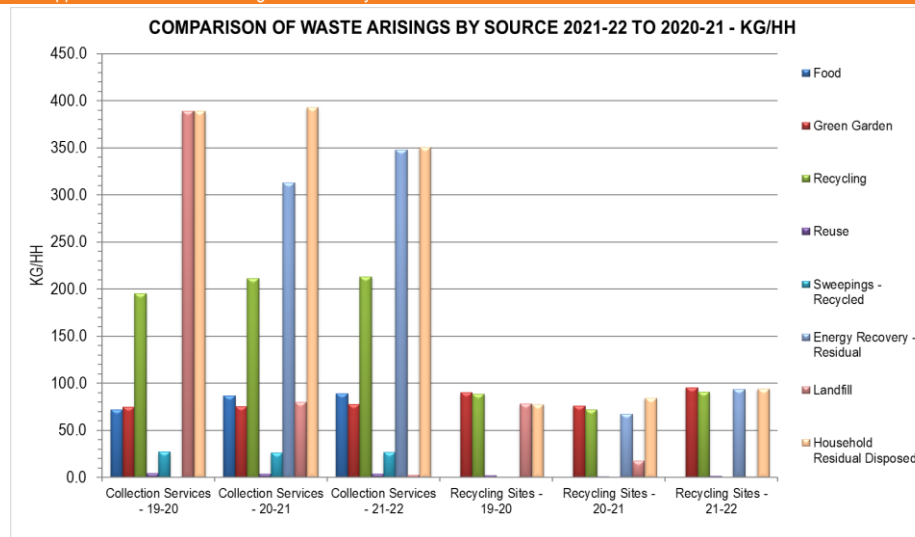
What are we doing to ensure we continue to improve?

Various initiatives have either commenced, or are planned to do so over the next 12-18 months, some of which include:

- 1) Schools education programme; Schools Against Waste
- 2) Increasing targeted social media publicity.
- 3) A new draft Waste Minimisation Strategy - informed by expected national policy, this will include setting targets and considering how we report waste minimisation.
- 4) Focus on plastics.
- 5) Focus on reuse.
- 6) Ensuring new developments are planned with waste in mind.

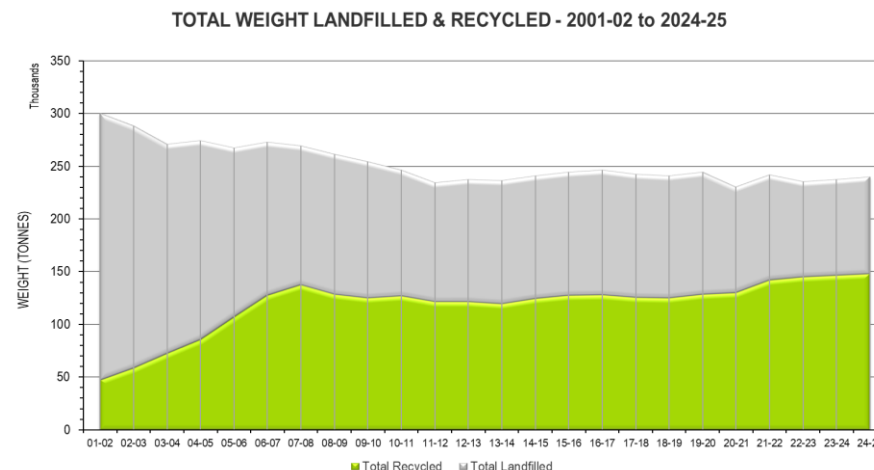
For more detail on the above initiatives, see the SWP 2021-2026 Business Plan.

What has happened and what has changed since last year?



What will future success look like?

A reduction in the amount of household waste we handle, with more used as a resource - tackling the stagnation that has been seen in Somerset (and nationally) in driving down waste.





Why do we measure and report this?

Under the New Waste Treatment Facility (NWTf2) Contract, Viridor have provided 3 new waste plants to help us move the majority of our residual waste away from landfill. Since contract signature in March 2017, formal commencement on the contract in April 2020, through the plant commissioning phases that ran until December 2020 and upon Viridor taking on operational control of the Avonmouth EfW from that point, we have successfully reduced our reliance on landfill. The new facilities provided are Dimmer & Walpole Waste Transfer Stations & Avonmouth Energy from Waste Plant (Walpole Landfill remains as a contingency site). We include this section within the Performance Report to ensure public transparency for operational & emission purposes.

Avonmouth EfW, Waste Transfer Stations & Walpole Landfill - Progress & Latest Developments

Avonmouth EfW

1. The plant has operated continuously with no operational concern during Q4. There is a planned and scheduled outage due in June, where the heat connection will be fitted to the Polymer Plant. The outage is not expected to impact waste deliveries.
2. There has been good availability of the plant during Q4 and no impact on any aspects associated with the Environmental Permit.
3. Viridor have been invited to attend the September 2022 Somerset Waste Board to provide an update on the Avonmouth plant performance and to provide detail of their Carbon Capture, Utilisation & Storage plans.

Avonmouth Polymer Plant

1. The polymer plant continued its commissioning during Q4. It is a significant user of the EfW power.

Dimmer Waste Transfer Station

1. The partial reopening of the site has worked well, only bulky recycling site material still routing to the 3rd party contingency facility.
2. No financial impact to the SWP has resulted from the fire, despite the delay in finding a suitable contractor to carry out the repairs.
3. Two of the four tipping bays are operational, repairs expected to be undertaken from June, reopening expected from September.

Walpole Waste Transfer Station

1. A limited small scale plastics extraction trial was completed during December - initial results are positive.
2. A larger scale trial is now planned to commence from June/July for a period of 6 months.
3. It is hoped a visit can be organised for Members to visit the Transfer Station during the trial period.

Walpole Landfill

1. No operational issues during Q4.
2. KKR (Viridor owner's) sold the landfill business (including Walpole) to Valencia Waste Management in early April.

Somerset's Total Residual Waste & Avonmouth's EfW Plant Performance (Q3 only - October 2021 to December 2021)

SWP Residual Waste Destinations Qtr4 2021/22

Avonmouth EfW Plant	25,432	96.17%
Other Viridor EfW Plants	0	0.00%
Landfill	1,015	3.83%
Total Residual Waste Qtr4	26,447	

Total SWP Avonmouth Tonnage 25,432 Between 1st January 2021 - 31st March 2022

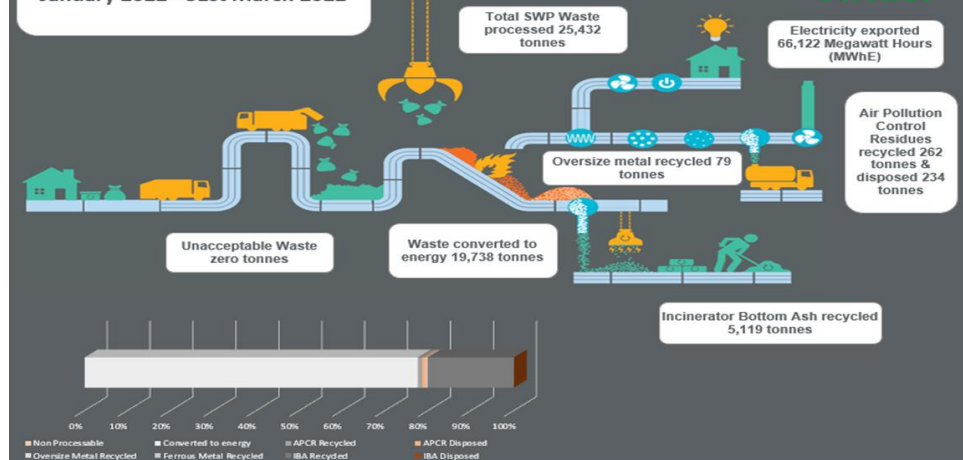
			Percentage	Tonnes	Site
Avonmouth Energy from Waste Plant	Incinerator Bottom Ash	Recycling	20.13%	5,119	Avonmouth, Bristol, BS11 9BT (Permit Number EPR/DR3332JX)
	Metal	Recycling	0.31%	79	Doncaster, South Yorkshire, DN11 0PS (Permit Number EPR/BB3394CL)
	Energy Recovery	Recovery	77.61%	19,738	Avonmouth EfW, Avonmouth, Bristol, BS11 0YU (Permit Number EPR/GP3834HY)
	Air Pollution Control Residues	Recycling	1.03%	262	Ilkeston, Derbys, DE7 4BG (Permit Number AP3337SJ)
	Air Pollution Control Residues	Disposed	0.92%	234	Ilkeston, Derbys, DE7 4BG (Permit Number AP3337SJ)
	Unprocessed	Disposed	0.00%	0	Zero as SWP waste is pre sorted at the 2 Somerset Transfer Stations

Avonmouth EfW Plant Performance (Q3 only - October 2021 to December 2021)

Avonmouth EfW Emission Results (Q3 only - October 2021 to December 2021)

Substance	Reference Period	Emission Limit Value	Burning Line 1		Burning Line 2	
			Maximum	Mean	Maximum	Mean
Oxides of Nitrogen	Daily mean	200 mg/m ³	183.90	167.91	179.60	166.73
	½ hourly mean	400 mg/m ³	283.70	168.33	236.00	167.00
Particulates	Daily mean	10 mg/m ³	0.03	0.16	0.10	0.10
	½ hourly mean	30 mg/m ³	0.50	0.20	0.20	0.10
Total Organic Carbon	Daily mean	10 mg/m ³	0.90	0.34	0.50	0.34
	½ hourly mean	20 mg/m ³	26.90	0.27	3.70	0.37
Hydrogen Chloride	Daily mean	10 mg/m ³	6.00	2.67	5.00	3.07
	½ hourly mean	60 mg/m ³	16.60	2.80	9.30	2.77
Sulphur Dioxide	Daily mean	50 mg/m ³	39.69	6.57	32.48	10.41
	½ hourly mean	200 mg/m ³	95.00	7.67	50.60	5.53
Carbon Monoxide	Daily mean	50 mg/m ³	48.59	7.90	31.15	9.05
	95%ile 10-min mean	150 mg/m ³	131.22	8.13	59.72	6.58
Ammonia	Daily mean	No limit set	7.20	0.57	0.40	0.21
Dioxins & Furans (Toxic Equivalency)	6-8hrs	0.1 ng/m ³	N/A	0.0194	N/A	0.0148

Avonmouth EfW Mass Balance 1st January 2022 - 31st March 2022



All Recycling



Why do we measure and report this?

Where waste does arise, the best thing that can be done with it is that it is reused or recycled. The recycling rate at kerbside and at our recycling centres helps keep track of how we are managing our household waste, ensuring we are pushing as much of it as we can up the waste hierarchy to derive the most benefit from it, whilst keeping our costs down.

What has happened in this quarter?



Recycling rate (NI192) for Apr-Mar 2021-22: 56.22% (an increase of 3.85% on 2020-21)

What are we doing to ensure we continue to improve?

- 1) The successful bidder for the new kerbside service, Suez Recycling & Recovery UK, commenced work on 28 March 2020. A revised start to the roll-out of Recycle More in Mendip began at the end of October 2020, with Phase 2 in South Somerset beginning at the end of June 2021, Phase 3 in Taunton Deane at the beginning of November 2021 and finally Phase 4 beginning at the end of February 2022 in Sedgemoor and West Somerset.
- 2) In September we started collecting wearable clothes and shoes - because there is only demand for reuse and not for the recycling of textiles. We are still seeking to secure a viable outlet for other (i.e. non wearable) kerbside recycled textiles and shoes, but do not anticipate market changes in the short term.
- 3) Ongoing revision of contingency plans so that we are less likely to see significant service disruption due to potential issues as we continue to recover from the Pandemic and face the effects of economic instability.
- 4) Plan targeted campaigns: In addition to considering when and how we can complete the Slim My Waste, Feed my Face campaign, we will use the data to plan further behaviour change campaigns.

What has driven the changes in this quarter?

SWP's recycling rate for 2021-22 of 56.22% is again higher when compared to last year (an increase of 3.85%) and slightly up on 2019-20 which was unaffected by the Pandemic (an increase of 3.22%). This uplift consisted of an increase of 3.31% in the recycling rate at the kerbside to 52.25% (48.94% in 2020-21) and an increase of 2.89% for recycling sites to 66.59% (63.70% in 2020-21). It should be noted that during the transition of our core services contract from Viridor to Biffa a small discrepancy was found between the figures for food waste collected at the kerbside and the figures for food waste delivered to the Anaerobic Digestion Plant. We are reviewing in more detail, but it is likely to result in a small increase in kerbside recycling tonnages (possibly around half a percent).

The slightly lower increase of 3.22% (up from 53.00%) when we compare 2021-22 to 2019-20, is indicative of the unusual waste patterns we saw in 2020-21 which appear to have affected the proportions of recycling and residual waste generated, by such things as home working, garden waste suspensions and site closures and restrictions.

The main changes were, an increase in cardboard (up 3,451 tonnes), mixed plastics (up 1,415 tonnes), green garden waste (up 641 tonnes) and food waste (up 555 tonnes), along with decreases in paper (down 2,983 tonnes), mixed glass (down 1,423 tonnes) and aluminium & steel cans (down 154 tonnes), all across kerbside collections. It should be noted that the net change between the increase in cardboard and the reduction in paper is still in a positive direction (up 469 tonnes) and is as a result of how the outgoing materials are classified and sold.

At the recycling sites, we saw increases in garden waste (up 5,253 tonnes), wood (up 2,490 tonnes), mixed paper & cardboard (up 1,375 tonnes) and scrap metal (up 853 tonnes). There were only minor reductions in the weight of materials at recycling sites, with textiles (down 79 tonnes), paper (down 51 tonnes), plasterboard (down 40 tonnes) and mixed plastics (down 11 tonnes). However, generally the majority of materials all saw increases over the previous year.

Other sources that contributed to the overall increase included recycled street cleaning residues (up 221 tonnes) & schools recycling (up 500 tonnes), this being due to more schools being open for more of the year, compared to the lockdowns of the previous year.

What will future success look like and what are we doing about it?

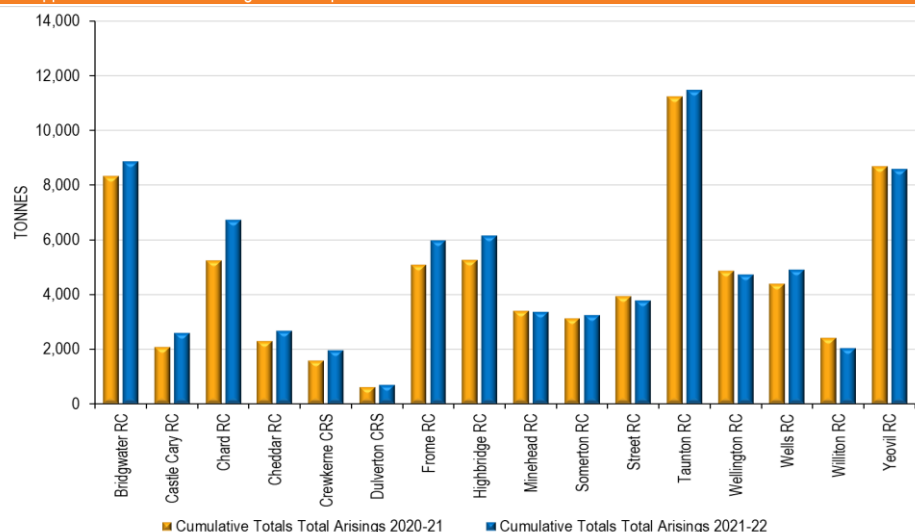
- 1) Recycle More: Successfully implementing Recycle More and delivering the anticipated benefits in terms of increased recycling – increasing food waste by 20% and dry recycling by 30%.
- 2) Behavioural Change: In addition to supporting the behaviour change necessary to support Recycle More, focussing our behavioural change activity on the most carbon intensive materials.
- 3) Reuse: Developing an effective county-wide approach which leads to substantially increased levels of reuse. This will include working with both SUEZ and Biffa to explore how we can improve reuse across Somerset.

Recycling Sites



Somerset's 16 recycling centres are vital resources for the local community. Whilst garden waste and bulky waste (e.g. fridge/freezers) a big driver for people using their local recycling centre, they also enable people to recycle a wide range of other materials - including water-based paint, wood, batteries, gas bottles, oil and light bulbs. There is a reuse shop at the Priorswood site and arrangements at nearly all other sites to ensure materials capable of being reused are captured.

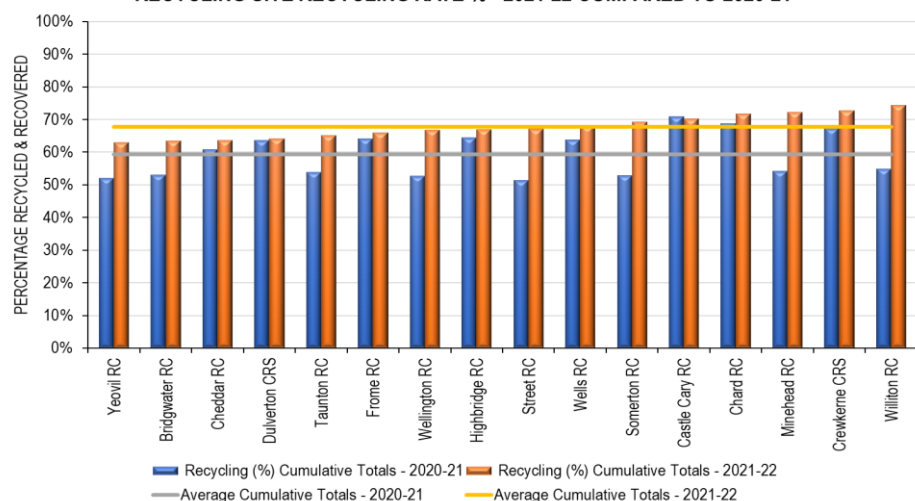
What has happened and what has changed in this quarter?



Recycling Site	Cumulative Totals Visitor Numbers			
	2020-21	2021-22	Difference	% Change
Bridgwater RC	153,750	144,760	-8,990	-5.85%
Castle Cary RC	34,023	40,557	6,534	19.20%
Chard RC	99,796	109,942	10,146	10.17%
Cheddar RC	49,698	55,865	6,167	12.41%
Crewkerne CRS	22,465	34,502	12,037	53.58%
Dulverton CRS	4,523	2,941	-1,582	-34.97%
Frome RC	82,372	115,673	33,301	40.43%
Highbridge RC	114,094	124,950	10,856	9.51%
Minehead RC	67,275	91,322	24,047	35.74%
Somerton RC	50,414	62,979	12,565	24.92%
Street RC	48,313	53,708	5,395	11.17%
Taunton RC	216,095	230,633	14,538	6.73%
Wellington RC	79,532	99,224	19,692	24.76%
Wells RC	86,924	98,242	11,318	13.02%
Williton RC	29,903	32,433	2,530	8.46%
Yeovil RC	129,263	148,157	18,894	14.62%
All Sites	1,268,440	1,445,888	177,448	13.99%

Note: Table shows full year 2021-22.

RECYCLING SITE RECYCLING RATE % - 2021-22 COMPARED TO 2020-21



In 2021-22, total arisings were up by 5,148 tonnes compared to the same period last year. This total comprised increases of 3,947 tonnes of dry recycling and reuse, 5,253 tonnes of garden waste composted and 1,134 tonnes of hardcore & soil, along with reductions of 2,482 of residual waste and wood sent for recovery and 2,704 tonnes of residual waste sent to landfill. The decrease in the amount of residual waste in 2021-22 to a total of 24,406 tonnes, is a reduction from the very high base in 2020-21 of 29,592 tonnes, due to elevated waste levels due to the pandemic. The more accurate comparator would be 2019-20 with a total of 19,721 tonnes, therefore indicating a return to more 'normal' levels. However, it should be noted that this shows an increase of 4,685 tonnes, over pre-Pandemic levels.

Comparing total arisings to 2019-20 (the last 'normal' year), we have seen an increase of 7,524 tonnes, comprising of 201 tonnes of recycling and reuse, 1,835 tonnes of garden waste, 4,685 tonnes of residual waste and 802 tonnes of hardcore & soil.

The best performing recycling sites across 2021-22 were, Williton (74.38%) and Crewkerne (72.74%), with the worst performing being Yeovil (63.02%) and Bridgwater (63.51%). There were 5 sites with rates over 70%, with the remaining 11 sites over 63%.

The number of visits to the recycling sites were up, with 1,445,888 in 2021-22 compared to 1,268,440 in 2020-21, an increase of 177,448 (13.99%).

It should however be noted, that in 2020-21, the sites were closed for approximately 6 weeks due to the Pandemic and so the comparison baseline is lower than normal.

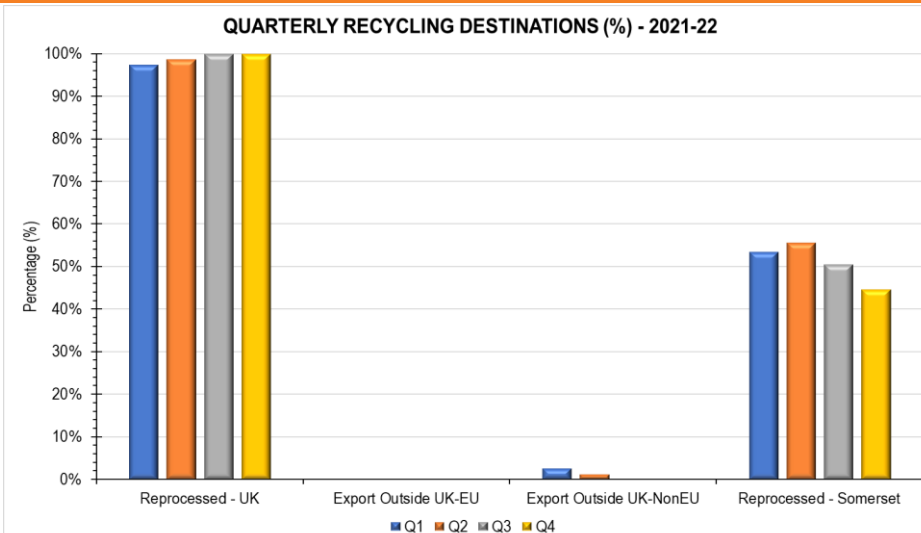
Additionally, the site visitor numbers for 2021-22 are not as accurate as they could be; due to the need to upgrade the CCTV and Automatic Number Plate Recognition (ANPR) infrastructure and software at Recycling Centres. This was identified following a review of functionality and efficiency of the existing system, measured against more modern alternatives. Some testing of alternative ANPR equipment is currently taking place at Frome and Bridgwater, with a view to further equipment replacements, as budgets allow.



Why do we measure and report this?

As the first Authority in the UK to publish the detail of what we do with our household waste, it remains important that we are transparent to our Members and residents in terms of how and where we treat and recycle the materials we handle - in particular how much stays in Somerset and the UK, and how much remains in closed loop recycling. As we roll-out Recycle More, it is particularly important that we emphasise to Somerset residents that the way they separate their recycling and the way we collect it means that it is nearly all recycled in the UK and in the best way possible - building trust in our services.

What are the headline numbers?



Have there been any significant changes since the last report?

In Q4, we recycled 99.87% of our waste in the UK. Overall for the year, we recycled 98.82% within the UK. This largely reflects the fact that no paper and cardboard has been exported from schools and recycling sites since Q2. Just 1.18% of the total for the year was exported and this was a small quantity of plastic from kerbside collections, recycling sites and schools collections along with paper and mixed paper and cardboard from recycling sites and schools. These figures reflect both market demands and our commitment within both the new collections contract and the recycling site contract to recycle within the UK where possible.

126.83 tonnes of plastic have been exported over the whole year, with this being only around 2% of the total plastics collected. The material was sent to Portugal, the Netherlands, Lithuania, Spain and Poland and was a small quantity from the kerbside which was sent to Biffa's Plastic Recycling Facility in the Midlands, and some from Recycling Sites and Schools collections exported via a broker.

Food and garden waste continue to be processed in Somerset, along with some electrical items, scrap metal and automotive batteries. Overall for the year, 51.38% of the material from the kerbside and recycling centres was reprocessed in Somerset, with the reduction in Q4 due to the decreased tonnages of garden waste expected at this time of the year.

Most of the kerbside refuse has been sent to Viridor's energy from waste (EfW) plant at Avonmouth instead of to landfill, with small quantities also sent to Trident Park ERF, South Wales and Beddington ERF, Surrey, both also run by Viridor. Bulky waste and that not suitable for EfW was sent to landfill at Walpole, Bridgwater with this equating to 12.56% of residual waste across the whole year.

What changes are likely to have happened the next time we report?

The roll out of Recycle More will have been fully embedded, and we will start to see the results of the trials of removing plastics from residual waste, and also the impact of breaking up larger items to enable them to be put through the EfW plant rather than to landfill.

SWP has signed up to work with INCPEN (The Industry Council for Packaging and the Environment) and a number of local authorities to work on a project to improve public confidence in recycling nationally. This builds on the previous Recycling Charter from a number of years ago of which SWP was also a signatory. SWP was invited to take part as we have been a leader in transparency and providing clear and accurate information about what happens to the materials we collect for recycling. A national survey was conducted over the summer to establish a baseline understanding the factors that affect public confidence. The results of this study have been shown, and one of the key factors in encouraging people to recycle, was to receive information about what happens to recycling - the most trusted source being from the Council.

What will future success look like?

The transition to Recycle More will increase the amount of recyclables captured (both existing and new materials). Our collections contract and recycling centre contract will have ever more stringent requirements on end use. We will continue to produce high quality, in-demand recyclables and will continue to reprocess in the UK where possible, and into closed loop applications.

Somerset residents will be aware of the existence of the Recycling Tracker, and will have trust and confidence that what they put out for recycling, is recycled. They will be aware of the environmental benefits of recycling and can track their success year-on-year.

In future, we plan further work on developing our carbon reporting so that as well as weight based reporting, we can look at materials by their carbon impact. Some materials have a high weight and high carbon impact (food waste), whilst others may have low weights, but high carbon impact (textiles).

Due to ongoing volatility in the textiles market, it may become more difficult for both Suez and Viridor to source a reprocessor willing to take this material. So our continued ability to collect this material and that of our contractors' to find an outlet, although challenging, will be seen as a successful outcome, and this is a key focus of ours as it is the material with a large carbon impact, and also because of problems textiles in the bin can cause with operating machinery.

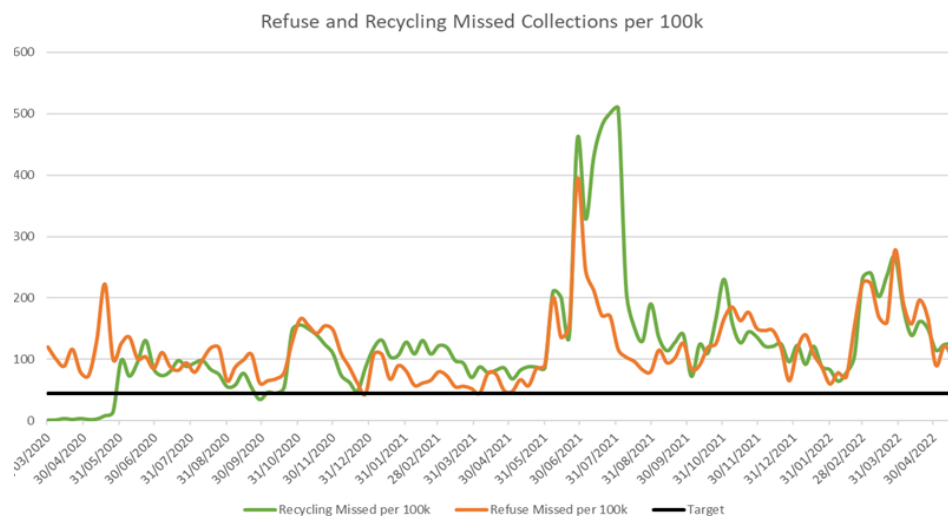
Missed Collections



Why do we measure and report this?

Missed collections remain the cause of the majority of customer contacts to the Waste Partnership and remains an area of concern whilst we are in the process of moving from our incumbent collection contractor, to the new Recycle More contract.

What are the headline numbers?

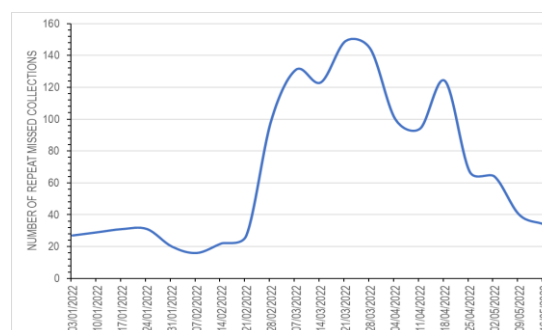


What are the issues underlying current performance?

Performance this quarter saw a dip as we began to roll-out phase 4 across the remaining areas of Somerset.

Ongoing above average waste tonnages, continue to create challenging operating circumstances for our contractor.

Performance continues to be of concern and Q4 does have some of the festive collection within its reporting and the impacts of rolling out phase 4 of RM within the numbers. It is at this stage in the operation we expect to see our contractor move toward tendered assumptions on resourcing which we will closely measure against performance.



The numbers of weekly repeat missed collections increased significantly in Q4, from around 27 at the start of the quarter, to a peak of 149 in the penultimate week of March, which coincided with the roll-out of the final phase of Recycle More. However, as the service has bedded in, we appear to be back towards more normal levels in the first half of Q1 2022-23.

This continues to be an SWP priority, with still more work to be done on reducing the number even further and maintaining them at a satisfactory level.

What are we doing about it?

- 1) Performance this Quarter has dipped as we introduced the new service to Sedgemoor and the old West Somerset Council areas.
- 2) Service recovery plans continue to be reviewed regularly and we are now focusing down to an individual depot specific plans for each of our sites in order to concentrate on quality as well as a quantity performance matrix.
- 3) As we reach the latter stages of new service roll out we will be looking to focus more on service quality issues and improving the service offering to our customers.

Where do we expect to be by the end of the year?

- 1) We expect SUEZ to continue efforts to improve this element of the contract and will continue to measure these against any changes to resource profiles within the contract.
- 2) Plan the continued roll out of Recycle More to our communal properties and complete refresh of signage and bins to this section of our community.
- 3) During the next phase as we settle down to the new service we need to make sure moving to the tendered assumptions for resources does not negatively impact on service quality.
- 4) We continue to meet on a regular basis with our Contractor to discuss missed collections. We use these meetings as an opportunity to analyse, identify and instigate actions to correct and measure levels of risk to both organisations and a partnering approach to resolving issues where possible.

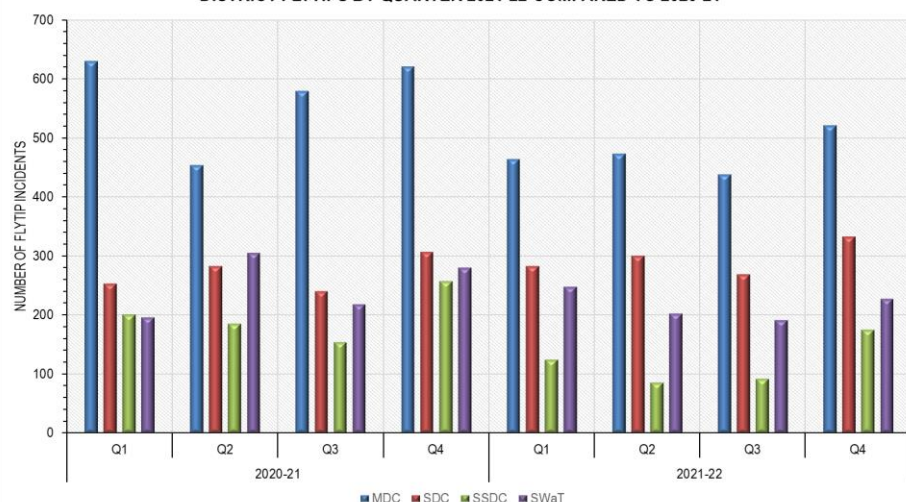


Why do we measure and report this?

Fly tipping continues to be a blight on the Somerset landscape and it is vitally important that we monitor whether any of the service changes we make impacts the level of this criminal activity. Whilst we report fly tipping numbers as part of this Board report, the Somerset Waste Partnership has little control or influence over the number of fly tips being shown, as the statutory function to manage fly-tipping events still rests with the District partner authorities.

What are the headline numbers?

DISTRICT FLYTIPS BY QUARTER 2021-22 COMPARED TO 2020-21



Have there been any significant changes in what's being fly tipped?

The overall number of fly-tipping incidents continues to show a downward trend across 2021-22 when compared to 2020-21, although they are still at higher levels than for 2019-20.

The number of fly-tips during 2021-22 decreased by a total of 735 incidents, from 5,158 in 2020-21 to 4,423 in 2021-22. The number of fly-tipping incidents in Mendip saw the biggest fall, down by 387 to 1,896, with South Somerset and Somerset West and Taunton also reducing, down 319 to 478 and down 130 to 867, respectively. However, Sedgemoor saw a rise, increasing by 101 to 1,182. There is no evidence that any of the SWP's activities have contributed to any changes in the number of fly-tipping incidents.

Across the Partnership the main decreases were 'Black bags - household' (down 298 to 1,052), 'Other household waste' (down 154 to 1,732) and 'Green' (down 91 to 204). The areas that have seen the biggest increases in the numbers reported were 'Other commercial waste' (up 40 to 177), 'Black bags - commercial' (up 34 to 56) and 'Clinical' (up 9 to 16).

What are we doing about it?

Whilst we report fly tipping numbers as part of this Board report, the Waste Partnership has little control or influence over the number of fly tips, as the statutory function to manage fly-tipping events still rests with the partner District authorities.

As part of the Climate Strategy, there has been an initial meeting to discuss a proposed Somerset wide project aimed at combatting fly-tipping.

The problems associated with fly-tipping are becoming more of a key issue particularly in Mendip, which has a significantly higher number of incidents, compared to other parts of the County. This project is being led by Officers from Sedgemoor and South Somerset districts, with the aim to look at best practice around the country and see if there is something suitable being used elsewhere that could be adopted for use in Somerset.

The Somerset Waste Partnership is taking an active part in this project and further information will become available as the project progresses.

There continues to be no further progress on this project since the last report, but is planned to be picked up as part of the move to a Unitary Authority..

What will future success look like?

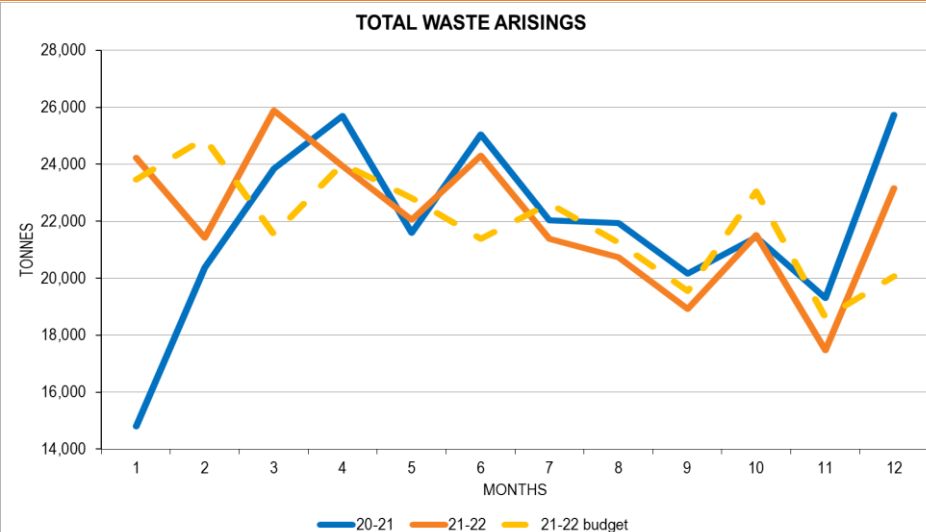
- 1) Continued effective joint working with Districts around enforcement (and crucially, publicising any successful prosecutions).
- 2) The successful development and adoption of a suitable scheme to help combat and therefore reduce fly tipping across Somerset.
- 3) As a result of this project, year on year reduction in the numbers of fly tipping incidents across all Districts in Somerset.



Why do we measure and report this?

It is important to keep track of how we are managing our finances, ensuring we are remaining within budget. A separate finance report continues to be presented to the SWB, but a summary is included here to ensure that this report presents a rounded picture of our performance.

What is our forecast outturn position?



What has changed since the last time we reported?

This financial report for Q4 2021-22 compares the actual spend for the full financial year against the annual budget which was set in December 2020.

1) Collection Budget: The forecast position for all collection partners is an overspend of £691k, a movement of £353k from the previous forecast. The additional inflation correction has now been invoiced to District partners and this accounts for £340k of this movement. The effect of Covid-19 has increased demand on the recycling kerbside service and covid secure ways of working have increased the contractors cost of providing this service. This forecast includes additional contractor costs for Covid-19 of £706k. All four roll-outs have now been completed with the final phase going live at the end of February 2022. All additional costs relating to the implementation of the new service have been funded through the Recycle More Fund, and the breakeven point was reached at 31st March 2022. This includes some estimated costs which are still to be contractually agreed and invoiced.

2) Disposal Budget: The forecast for the year is an underspend of £155k, this outturn position excludes two carry forward requests totalling £185k. The underspend relates to savings at the closed landfill sites and the overall mix and volumes of waste handled for the year.

Recycle More is delivering the desired move of waste from the refuse bin to the recycling boxes, with residual diversion higher than originally modelled. The associated budget saving feeds into the Recycle More fund, so is excluded from the overall waste disposal outturn position.

What have we achieved during the year?

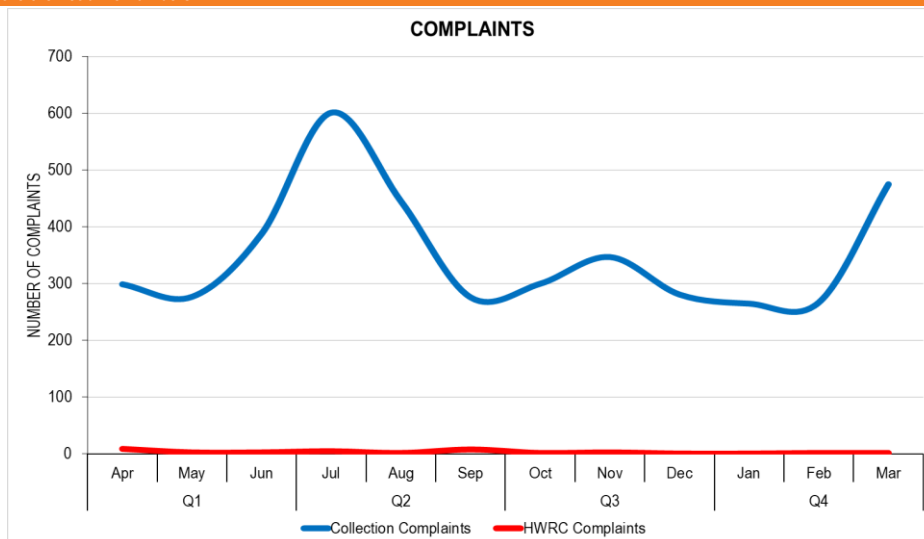
- 1) The budget has been set to include provision for an increase in tonnages as a result of the ongoing impact of Covid-19. This includes additional tonnage growth of 1.5% across the board to cover increased costs, though the actual increases will vary for the different waste streams.
- 2) Work with contractors continues to ensure staffing levels are deployed to deliver all elements of the collection contract, including the reintroduction of the previously suspended garden waste service. The driver shortage will continue to be an ongoing issue.
- 3) Continued to manage and minimise the financial costs related to Covid-19 claims from our collection contractor for additional resources.
- 4) All Recycle More costs have been modelled within the breakeven model, enabling the project to be tracked from a financial basis, with the breakeven point updated on a regular basis for partner financial planning.
- 5) Successful roll out of Recycle More in South Somerset in June 21, Somerset West and Taunton in November 21 and February 22 and Sedgemoor in February 22.
- 6) Recycle More Fund has reached breakeven point as at the end of the year, subject to some estimated costs not changing significantly and no unforeseen costs or changes to service performance in 2022-23.
- 7) Capital borrowing arrangements agreed with Mendip to enable the purchase of an electric refuse vehicle to trial across the county and the purchase and installation of photovoltaic panels at the Evercreech and Taunton Depots.



Why do we measure and report this?

SWP's revised vision highlights the importance of delivering excellent customer service, and the importance of driving behavioural change. It is vital that SWP are accountable to the board on these crucial aspects of our service.

What are the headline numbers?



Key highlights in performance

Recycle More was rolled out into the Sedgemoor District and the West Somerset area of Somerset West and Taunton during February/March. The change was initially delivered well and without significant disruption to customers. During the latter part of the mobilisation period, vehicle reliability, staffing issues and transfer station failure adversely affected performance standards. Bright Blue deliveries took place on time with a reduced level of failure demand than previous phases.

The communication and technical implementation of Recycle More Phase 4 was good, with very few snags arising from the introduction of the new service.

The delivery of bright blue bags throughout the phase was also a strong performance with a reduced level of failure demand from each of the previous phases. The demand for additional recycling containers was very high and long in duration, this put a very high demand on teams processing and delivering these items but 88% of customers received these items within 5 working days.

Preparatory changes have been to the Garden Waste Renewal process, this is to ensure that renewals are appended to existing subscriptions with the MWS. Additionally changes in the process have been specified to ensure that c85% of customers are notified of the requirement to renew via email.

SWP have re-tendered the MWS offering on a 2+1+1 year basis, this is to allow sufficient flexibility in the run in to unitary status.

SWP have specified changes to the Gate Check system in MWS to improve its robustness and provide better messaging to those customers affected by contractor disruption.

Customer Services training and other propriety works were undertaken in preparation for the implementation of Recycle More in Sedgemoor District Council.

What changes are likely to have happened the next time we report?

- 1) Continued service stability across the operational area and reduced levels of customer complaints and missed collections.
- 2) Implementation of Recycle More within the communal locations within Sedgemoor District Council and the West Somerset District area.
- 3) Data, systems and training deployed ahead of Recycle More Phase 5, during June / July 22.
- 4) Service stabilisation to satisfactory levels across all service areas.
- 5) High levels of renewal activity across the Garden Waste service via email, providing a significant reduction in Call Centre contact, savings in mailing cost and channel shift improvement.

What will future success look like?

- 1) My Waste Services being optimised to ensure best value is being gained from the system.
- 2) Missed collections and complaint loading through the new collection contractor running at contracted levels.
- 3) A bedded in Garden Waste service operating at acceptable parameters.
- 4) Transitioning focus to ensuring service stabilisation and targeted interventions in areas of high waste arisings.



Present actions

1) Delivering Communications and Engagement in support of Recycle More

Phase 4: 4 stakeholder updates issued.
 Phase 4: 5 Facebook Q&A sessions, 2 Talking Café events.
 Phase 4: Updates for lead members, 5 media releases.
 Phase 4: delivers of 70k warm-up and pre-launch leaflets.
 Phase 4: Planning and engagement re schools roll-out.

2) Wider communications and engagement

PR, social media re: recycling site hours, delays to container deliveries, Fixy project and van naming, Eco-school examples: Newsletter sign-up push through social media, web and briefings (nearly 1,000 added).
 Food Waste Action Weeks (March) - PR, newsletter content, social media.
 Storm Eunice - PR, social media, member briefings, newsletter content re service suspension.
 Processing and Awarding Eco-school grants.
 Completing relevant paperwork and admin needed to bring SWP volunteering arrangements into line with County Council policy (to benefit for recruitment opportunities).
 Your Somerset: March 2022 edition (Recycle More - making the most, garden waste, Eco-school grants, Bank Holiday changes).
 Presence at events: community events.

Key figures

Social Media

Facebook followers:	17,145	Start	18,074	End March
Twitter followers:	2,978	January	3,048	

Website Hits

January	216,544	Page Views	176,916	Unique
February	217,339		177,160	Page Views
March	198,404		156,123	

Sorted e-zine

January	10,941 (up 465)	Delivered	7,300 (67%)	Opened
February	11,287 (up 346)		7,564 (67%)	
March	11,450 (up 163)		7,973 (70%)	

Briefings sent to 326 parishes, and County and District councillors.

Highlights

Facebook

17/02/2022 Collections suspended (Storm Eunice)
 28/02/2022 Get Recycle More right
 20/03/2022 Mothering Sunday
 14/03/2022 Van for all seasons
 20/02/2022 Volunteers 'gleaning' + link to Observer article

Total Engagements:

January
 February
 March

Engagement

1.4k
 477
 248
 233
 220

Twitter Topics

18/02/2022 Collections suspended (Storm Eunice)
 21/01/2022 It's a cold start
 21/02/2022 Monday collections underway
 19/01/2022 Dolly Parton / 9-5
 21/01/2022 Squash, crush and flatten

Total Engagements:

January
 February
 March

Engagement

175
 42
 29
 28
 16

519
 1,093
 500

Future actions

- 1) Recycle More Phase 4 comms - review letters for 5,800 communal residents, procure print and postage.
- 2) Engagement with Phase 4 communal residents via Homes in Sedgemoor.
- 3) Planning communications and engagement for Recycle More communal and schools roll-out.
- 4) Content for July edition of Your Somerset.
- 5) Fixy launch actions and ongoing promotion (7-13 March).
- 6) Conclude next steps for SWP web presence, incl. A-Z.
- 7) Finalising volunteering policy for compost and food waste champions.
- 8) Three editions of the SORTED! newsletter to circa 10k subscribers and move to new distribution platform.
- 9) Planning for the Somerset Reuse Week (week beginning 18 July)
- 10) Awareness raising around Jubilee collection day changes.



Contact us

If you have any specific questions or comments on this publication, please contact the Somerset Waste Partnership on 01823 625700, or email enquiries@somersetwaste.gov.uk

This document is also available in Braille, large print, tape and on disc and we can translate it into different languages.

We can provide a member of staff to discuss the details.

Please phone 01823 625700.



Somerset Waste Board meeting
24th June 2022
Report for decision

Financial Outturn and Use of Balances 2021/22

Lead Officer: Mickey Green, Managing Director and Christian Evans, SCC Strategic Finance Manager (SWP Finance lead)

Author: Christian Evans – SCC Strategic Finance Manager (SWP Finance Lead)

Contact Details: cevans@somerset.gov.uk

Forward Plan Reference:	08.06.22
Summary:	<p>A Joint Committee such as the Somerset Waste Board is not required to produce full statutory accounts in accordance with the CIPFA Code of Practice or undergo a full external audit. It was agreed by the Board that we would bring a report and summary financial statements to the Annual General Meeting.</p> <p>As part of the end of year financial reporting, we ask the Board to note the proposed use of balances held as of 31 March 2022.</p>
Recommendations:	<p>That the Somerset Waste Board: -</p> <ol style="list-style-type: none"> 1. Approve the financial outturn position of the Partnership overall and the individual partners' balances at year end, and the summary accounts for 2021/2022 as presented in Appendix A. 2. Approve the recommendations of the partner authorities as to the use of the individual surpluses and deficits as of 31st March 2022. Detailed in paragraph 2.5. 3. Note the outturn position of the Recycle More fund in paragraph 2.4. 4. Note the outcome of internal audit reports set out in Appendix B.
Reasons for recommendations:	<p>The Board should be aware of the final financial performance of the Somerset Waste Partnership for 2021/2022, and some of the key reasons behind the performance.</p> <p>It is for the Board to approve recommendations of the partners</p>

	<p>as to the usage of any useable balances at the end of the financial year.</p> <p>In accordance with previous internal audit recommendations, officers provide in-year financial information for the Board alongside the regular Performance Monitoring reports as they are complementary reports.</p>
Links to Priorities and Impact on Annual Business Plan:	The Annual Budget is entirely linked to the Annual Business Plan and sets out the financial resources required to deliver the plan and the waste collection and disposal services that have been delegated to the Somerset Waste Board. The financial outturn position will show how the Partnership has managed its resources as it delivered the Annual Business Plan.
Financial, Legal and HR Implications:	<p>If the recommendations in this report are approved, particularly regarding balances, the impact on each partner is set out in 2.5.</p> <p>There are no specific legal or HR implications of this report.</p>
Equalities Implications:	There are no specific equality impacts of this report.
Risk Assessment:	Members will be aware from previous reports and presentations that the waste budget and actual costs, particularly disposal volumes and recycling credits, remain highly volatile, potential national roll out scheme for packaging, inflation including fuel and energy costs, and national driver shortages.

1. Background

- 1.1. The Annual Budget for 2021/2022 was originally set at the Board meeting of 12 February 2021 at £47,045,658, a carry forward from 20/21 for £112,900 was granted by Somerset County Council in year for delayed work with schools resulting in a revised budget of £47,158,558. Partners contribute to the overall costs in accordance with our Cost Sharing Agreement. Individual contributions are based on key cost drivers such as household numbers, sparsity, and garden waste customer numbers. As the waste disposal authority, all such costs fall to the County Council.
- 1.2. The Annual Budget is predominantly spent on making payments to our main contractors, these were Viridor and Suez for 2021-2022.

- 1.3.** A number of assumptions are made in the setting of each Annual Budget, such as the tonnage arising, amounts going through each disposal option, household numbers, inflation, the amount of kerbside recycling achieved for recycling credits and the number of green waste customers. Some of these cost drivers are quite volatile and will account for the variations from budget reported below.

2. Financial performance and options for balances

2.1. Summary of budget variances

	SCC £'000	MDC £'000	SDC £'000	SSDC £'000	SWaT £'000	Total £'000
Head Office	(19)	(5)	(5)	(7)	(6)	(42)
Disposal Costs	(136)	0	0	0	0	(136)
Collection Costs	0	6	1	7	5	19
Covid - 19	0	145	145	217	199	706
Other - includes PV & E-RCV	0	(4)	1	(5)	(3)	(12)
	(155)	142	142	212	195	537

E-RCV = Electric Refuse Collection Vehicle

The table above shows the variations from budget on all our major expenditure areas. For the avoidance of doubt in the table above, negative figures shown in brackets are underspent budgets. Figures not in brackets are overspent budgets.

Overall, the Somerset Waste Partnership was an **overspend by £536,776** for 2021/22 (1.14% of the original budget), this figure excludes two carry forward requests totalling £185,000 (see 2.3 below). Also excluded is the Recycle More project work which was funded from a separate project fund. The reasons for the outturn variances to budget are set out in sections 2.2. and 2.3 below.

2.2. Waste Collection Variations

The overall position for District partners was an **overspend of £690,841**. This was a favourable movement from the overspend position of £1,044,000 reported at the February Board, this movement was as a result of the additional inflation correction cost amounting to £340,000 being recharged by invoice to the district partners in year.

The overspend position was in the main due to Covid-19 costs of £706,005. This related to contractor costs to provide a safe working environment and the impacts of covid including staggered starts, extra vehicle cleansing, staggered debriefs, cover for covid absence. The balance was several other small budget variances.

2.3. Waste Disposal variations

The waste disposal position for the year was an **underspend of £155,065** subject to the agreement of the carry forwards below. This excludes waste streams directly impacted by the Recycle More roll out, such as kerbside collected residual waste, as these form part of the Recycle More project.

The underspend was related to reduced costs at the closed landfill sites, the mix and volumes of waste tonnages and small head office savings.

The outturn position excludes the two carry forward balances. The roll out of an enhanced recycling provision to schools was delayed and a carry forward of £175,000 has been requested to enable this work to be completed in 2022/23. A further carry forward of £10,000 has been requested for a signage review at the recycling centres which was delayed in 2021/22. This is funded from the annual Community Sector Integration Plan funding we receive from Viridor.

2.4. Recycle More

The figures in the above table do not include the Recycle More fund. It was agreed by the board that this project is kept separate from the continuation budget.

The Recycle More fund balance as of 31st March 2022 was a surplus of £853,792. However, there are several commitments to approximately the same value as the surplus which are expected early in 2022/23. A key element of this is commercial negotiations with SUEZ about appropriate sharing of the additional costs incurred in responding to the national driver shortage and its implications for the labour market – as previously highlighted to the board. This settlement is likely to be reached for a net amount of £547k, reflecting a fraction of the costs actually incurred by SUEZ and resulting in the removal of SUEZ's contractual claims against SWP (Qualifying Change in Law and Force Majeure) in relation to Covid and the National Driver Shortage. Additionally, SWP contributed an additional 0.5% (£65.5k) matched by SUEZ over the contractual inflation to increase the pay offer to Loaders from 4.0% to 5.0% (drivers received an 8.75% pay rise). This was undertaken to ensure that the pay offer was accepted in a union ballot, and SMG/s151 officers were consulted throughout the negotiations to achieve this result. SWP therefore successfully avoided the wave of industrial action sweeping waste contracts around the Country and hence were able to maintain the roll-out timetable for Recycle More. The communal roll out element of the project has also yet to be delivered and hence the Recycle More fund is not yet closed.

The key reasons for the movement in the breakeven model is due to changes since the last review in the variable elements that inform the breakeven model:

- Materials income yields and values increase - £400k
- Residual waste diversion - £100k
- Variable elements including container demand - £265k

There are a number of potential significant variables which may affect the the Recycle More fund, commercial negotiations with Suez (to reflect the potential claim from SUEZ on housing numbers and to review the adequacy of resourcing in light of post Covid-19 waste volumes and Recycle More, a potential claim on the small delay to the communal property roll-out, risks associated with the high inflationary context) and recycle income (affected by market prices and tonnages). A contingency has been included within the breakeven model to cover the reasonable worst case scenario of these risks. This has been discussed and agreed with SMG and s151 officers. The previous forecast of savings for 2022/23 was £700k (shared with partners to reflect in their MTFP process) and we now expect savings of £1,025m to be achieved in 2022/23. SWP remain confident of achieving over £2m savings per annum from 2023/24 onwards. As set out above, uncertainties remain though prudent allowance has been made for them.

As agreed no savings because of the new contract will be taken from the Somerset Waste Partnership until all roll out costs have been fully funded and breakeven point is reached – as set out above whilst the Recycle More fund was in surplus as of 31 March 2022 not all roll-out costs have yet been paid.

2.5. Use of Balances

Recommendations for use of individual surpluses and deficits

The recommendation for the use of balances has been discussed and agreed with SMG and s151 officers. As set out above, further Recycle More costs are expected in 2022/23 and the roll-out programme (communal properties) has not yet completed. The deficits relate to Covid-19 costs which partners are already aware of. The Somerset County Council surplus relates to the underspend of £155,065, the carry forward of £175,000 (delayed roll-out of schools Recycle More) and carry forward of £10,000 (delayed HWRC signage review).

All partners	To retain within the Somerset Waste Partnership the £853,792 surplus of the Recycle More project fund.
Mendip DC	To pay the year end deficit balance of £142,223 to the Partnership.
Sedgemoor DC	To pay the year end deficit balance of £142,568 to the Partnership.
South Somerset DC	To pay the year end deficit balance of £212,978 to the Partnership.
Somerset West and	To pay the year end deficit balance of £194,254 to

Taunton DC	the Partnership.
Somerset County Council	To receive the year end surplus balance of £340,065 from the Partnership.

3. Consultations undertaken

- 3.1.** The Senior Management Group and S151 Officers receive a summary financial management report on a regular basis, and regularly covers financial topics on their agenda. The outturn position has been shared with Finance colleagues within the District Partners.

4. Implications

- 4.1.** The table above shows the implications of the 2021/22-year end deficit and surplus balances for each partner.

5. Background papers

- 5.1.** Previous Financial Performance and Annual Budget reports to the Somerset Waste Board (all available on the website or from the report author)

Appendix A**SOMERSET WASTE PARTNERSHIP****Profit and Loss Account**

(Period 1 April 2021 - 31 March 2022)

2020/21		WDA	WCA	Total	2021/22	Notes
£		£	£	£	£	
	INCOME					
29,988,500	Somerset County Council Contribution	31,556,900		31,556,900		1
3,157,678	Mendip District Council		3,208,321	3,208,321		1
3,557,143	Sedgemoor District Council		3,236,921	3,236,921		1
5,199,071	South Somerset District Council		4,803,484	4,803,484		1
5,991,818	Somerset West & Taunton Council		4,352,935	4,352,935		1
2,614,820	Recycling Credit Payments to Districts		2,729,740	2,729,740		
1,023,424	Materials Income		2,323,324	2,323,324		
704,545	Garden Waste Subscriptions		3,206,378	3,206,378		
120,990	Bulky Collections		133,152	133,152		
3,228,898	Covid 19 Funding		0	0		
571,672	Other Income	172,274	782,842	955,116		2
381,000	Schools Recharge	362,000		362,000		
-	Vehicle Sales and Rental		3,991	3,991		
19,708	Treasury Management	15,130	0	15,130		
423,111	Recycle More Recharges		1,214,947	1,214,947		
824,215	Drawdown Recycle More Reserve			0		
57,806,593		32,106,304	25,996,036		58,102,339	
	EXPENDITURE					
1,107,300	Staff	511,220	612,907	1,124,127		3
69,000	Admitted Body Pension Costs		69,000	69,000		
379,906	Admin & Support Costs (Client Group)	153,902	189,383	343,285		4
4,858,116	Projects		2,233,003	2,233,003		5
10,477,983	Waste Collection - Recycled		10,520,268	10,520,268		
8,010,222	Waste Collection - Refuse		7,114,698	7,114,698		
1,829,983	Waste Collection - Garden		2,898,590	2,898,590		

437,123	Waste Collection - Other		331,821	331,821		
7,298,887	Recycling Centres	7,736,473		7,736,473		6
1,462,291	Composting	1,879,626		1,879,626		
1,660,699	Food Waste	1,598,114		1,598,114		
15,757,387	Energy from Waste (plus landfill)	16,432,032		16,432,032		7
264,201	Hazardous Waste	404,426		404,426		
2,621,382	Recycling Credits	2,736,017		2,736,017		8
244,780	Depot Costs		213,839	213,839		
442,603	Container Purchases		499,295	499,295		
127,894	Container Delivery		186,070	186,070		
268,099	Schools Waste Collection Service	314,429		314,429		9
	Return to Recycle More Reserve		1,818,002	1,818,002		
57,317,855		31,766,239	26,686,876		58,453,115	
488,738	OPERATING SURPLUS / (DEFICIT) FOR THE YEAR	340,065	(690,841)		(350,776)	
(824,215)	Recycle More Fund Movement				1,818,002	10
(335,477)	Total Surplus /(Deficit) for the year				1,467,226	

Notes to the Income and Expenditure Statement

1. Partner contributions are set as part of the Annual Budget approved by the Board prior to the commencement of the financial year in question.
2. Other income includes depots recharges to Suez, transfers between partners, collection contract defaults, recharges to partners and income received at recycling centres.
3. The Waste Partnership has made a commitment to show Managing Director's remuneration as senior officers' pay is shown as part of the individual accounts of the partner authorities. This is set out in the table below.
4. Under the Inter Authority Agreement, the Waste Partnership buys in a number of support services from the Administering Authority and the South West Audit Partnership where it would not be practical for it to provide the expertise within its staff. This is set out in the table below. Other costs on this line include rent, running costs at Broughton House and officer's travel.
5. Projects covers just the Recycle More project in 2021/22.
6. The expenditure shown on the Recycling Centres line includes the costs of providing the sites to the residents of Somerset, and the recycling of the waste passing through these sites. Residual waste received at the sites is included under Energy from Waste.

7. Energy from Waste includes any residual waste sent to landfill (this could be bulky items or rejects from the energy from waste plant).
8. Recycling credits paid out by the County Council include some to third parties, such as furniture reuse groups. Therefore, this amount will always be slightly higher than the figure paid to District partners, because of these payments.
9. The schools waste collection service now forms part of the main household waste collection contract.
10. The value returned to the Recycle More Fund in 2021/22 was £1,818,002. In 2020/21 the value taken from the fund was £824,215.

Grant Income

Grant Income	2020/21 £	2021/22 £
MHCLG Covid-19 Grant	2,700	-
Total	2,700	-

Grant in 2020/21 was to cover loss of income at the reuse site

Managing Directors' Remuneration

Post Holder Information	Salary (inc fees and allowances) £	Total wages and benefits but not including pension contributions 2020/21 £	Employer's pension contributions £	Total wages and benefits including pension contributions 2020/21 £
Managing Director	84,623.00	84,623.00	17,114.00	101,737.00

Post Holder Information	Salary (inc fees and allowances) £	Total wages and benefits but not including pension contributions 2021/22 £	Employer's pension contributions £	Total wages and benefits including pension contributions 2021/22 £
Managing Director	84,623.00	84,623.00	17,114.00	101,737.00

Support Services Costs

2020/21 £	Support Costs Breakdown	2021/22 £
111,669	Legal	109,712
3,447	Insurance	3,259
81,490	Finance	81,490
12,200	Internal Audit	12,200
73,605	Property Services	69,223
32,047	Other Services (including ICT),	84,082
203	Archiving of Records	205
314,661	Total	360,171

SOMERSET WASTE PARTNERSHIP Balance Sheet as of 31 MARCH 2022

(Period 1 April 2021 - 31 March 2022)

2020/21 £		2021/22 £	2021/22 £	Notes
	CURRENT ASSETS			
281,200	Inventories		435,093	1
2,014,574	Short Term Debtors & Payments in Advance		3,768,997	2
1,310,031	Cash and Cash Equivalents		(1,677,175)	
3,605,805			2,526,915	
	CURRENT LIABILITIES			
2,724,676	Short Term Creditors & Receipts in Advance	2,025,081		2
1,356,601	Provisions	-		3
4,081,277		2,025,081		
(475,472)	NET CURRENT ASSETS		501,834	
	Reserves			4
636,610	Somerset County Council Reserve	340,065		
(199,342)	Mendip District Council Reserve	(142,223)		
10,587	Sedgemoor District Council Reserve	(142,568)		
(1,181)	South Somerset District Council Reserve	(212,978)		

42,064 (964,210)	Somerset West & Taunton Council Reserve Recycle More Fund	(194,254) 853,792	
(475,472)	TOTAL RESERVES		501,834

1. The only inventory carried by the Waste Partnership is a stock of various bins for the collection service. The balance sheet figure represents the amount of stock not yet distributed to District partners. Partners are not charged for bins until they are ordered and delivered to a household within their area. Stock purchases and issues are set out in the table below. The new containers for the Recycle More roll out are recharged to District partners and are excluded from this figure and the table below.
2. A breakdown of creditors and debtors is shown in the tables below. These represents a typical creditor and debtor list at any point in the year.
3. At the end of the financial year, finance staff consider whether there is any financial risk to the Waste Partnership's figures, and whether a provision is necessary to acknowledge a risk (a typical provision would be a bad debt provision, if payment of monies owing were considered doubtful).
4. All reserves held by the Waste Partnership are "usable", which means that they are cash reserves and can be applied as the Board and partners see fit.

Stock Account

	Bins & Containers	
	2020/21 £	2021/22 £
Balance outstanding at start of year	33,417	281,200
Purchases	690,386	642,983
Recognised as an expense in the year	(442,603)	(489,090)
Balance outstanding at year-end	281,200	435,093

Creditors and Debtors Analysis

Creditor	Creditor Accruals 2020/21 £	Creditor Accruals 2021/22 £
Other local authorities		
Mendip District Council	2,167	-
Sedgemoor District Council	88,332	9,500
South Somerset District Council	104,783	-
Somerset West & Taunton Council	124,044	-

Other entities and individuals		
Viridor	-	10,000
Suez	2,270,472	1,931,913
Wessex Water	58,700	59,670
Other	76,178	13,999
TOTAL	2,724,676	2,025,082

Debtor	Debtor Accruals 2020/21 £	Debtor Accruals 2021/22 £
Other local authorities		
Mendip District Council	201,509	154,774
Sedgemoor District Council	59,745	316,202
South Somerset District Council	88,964	561,404
Somerset West & Taunton Council	81,980	236,617
Other entities and individuals		
Viridor	448,800	545,407
Suez	1,133,576	1,954,594
TOTAL	2,014,574	3,768,998

Movement in Funds
(Period 1 April 2020 – 31 March 2022)

	Balance at 31 March 2020 £	Prior year balances repaid £	Current year balances £	Balance at 31 March 2021 £	Prior year balances repaid £	Current year balances £	Balance at 31 March 2022 £
Somerset County Council Fund	1,283,417	(1,283,417)	636,610	636,610	(636,610)	340,065	340,065
Mendip District Council Fund	376,927	(376,927)	(199,342)	(199,342)	199,342	(142,223)	(142,223)
Sedgemoor District Council Fund	51,294	(51,294)	10,587	10,587	(10,588)	(142,567)	(142,568)
South Somerset District Council Fund	175	(175)	(1,181)	(1,181)	-	(211,797)	(212,978)
Somerset West and Taunton Council Fund	84,045	(84,045)	42,064	42,064	(42,064)	(194,254)	(194,254)
Recycle More Fund	(139,995)	-	(824,215)	(964,210)	-	1,818,002	853,792
Total Earmarked Reserves	1,655,863	(1,795,858)	(335,477)	(475,472)	(489,920)	1,467,226	501,834

Notes to Movement in Funds Statement

1. This statement ties up the balances at the end of each financial year on the Balance Sheet, the surplus and deficits in each year from the Income and Expenditure Statement, and the decisions made by the Board to apply such balances (a positive figure denotes where cash is held or when funds have come into the Partnership, such as an in year surplus, a negative number denotes where a balance is in deficit or where money leaves the Partnership, such as an in year deficit).
2. Columns headed "current year balances" show the surplus or deficit for a given financial year attributable to each partner.
3. Columns headed "prior year balances repaid" show where the Board has agreed a recommendation either to repay a partner, or to request it makes good a shortfall, or when it has released funds back to the Partnership to spend on specific projects.

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Internal Audit Plan 2021/2022 delivery

1. Role of Internal Audit

- 1.1.** The statutory basis for internal audit in local government is provided in the Accounts and Audit Regulations 2015, which states that:

“A relevant authority must undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance.”

In addition to the above, each Client's Section 151 Officer has a statutory duty under Section 151 of the Local Government Act 1972, to establish a clear framework for the proper administration of the local authority's affairs. To perform that duty the Section 151 Officer relies on, amongst other things the internal audit work for reviewing systems of internal control, financial management and other assurance processes.

Therefore, the primary objective of internal audit is to provide assurance in an independent and objective manner. This means the span of work covers issues of risk management, control and governance and focuses on assessing how manager's arrangements regarding these matters support the achievement of Somerset Waste Partnership's (SWP) objectives.

There is a requirement for some annual checks of key financial systems (payroll, creditors, debtors, SAP HR), which we have continued to deliver via our key control audits for SCC.

Somerset County Council, as the Administering Authority, still has the duty to provide the s151 requirements for the Somerset Waste Partnership, which includes the need for an "adequate and effective internal audit".

1.2. 2021/22 Audit Plan

The 2021/22 SWP annual plan was a total of 40 days audit, with five days allocated annually to SCC Key Control work (Creditors and Debtors), therefore leaving 35 days for the work detailed below.

Data Quality Part Two – Follow-Up Audit

SWAP gave a 'reasonable assurance' opinion with the following conclusion, which may be useful text for your update report:

This audit has followed-up the findings and actions of the Data Quality Part Two audit, finalised in August 2019, and reviewed the processes of the current contractor. Since the original audit and the new collections contract, there have been significant developments. Several of the previous reported issues have been addressed on the basis that the contractor is a data driven organisation and their system was pre-programmed with specific SLA terms at the start of the contract, which has ensured consistent performance reporting.

In the following action plan, we have reported that previous recommendations have either been addressed in full or are no longer applicable, due to the change in contractor and their revised processes. We have also identified a further three areas for potential improvement, although none are fundamental weaknesses.

We acknowledge that there has been a long period of significant disruption to the service, due to the impacts of the pandemic and the national driver shortage. It is therefore difficult to isolate these impacts from contractor performance during business as usual and therefore, the new recommendations should be considered when some degree of service stability has resumed.

GDPR Audit – Follow-Up Audit

SWAP is pleased to conclude that the substantial effort committed to the previous audit actions has resulted in a much-improved control framework that now mitigates the risk of non-compliance to an acceptable and managed level. Most importantly, we have confirmed that:

- A Record of Processing Activity is now in place, and this has facilitated the review of a number of different aspects of the service and related processes.
- There is closer working with SCC as the lead authority, principally the Data Protection Officer who now has an ongoing working relationship with SWP and the means for greater involvement with the ICT team.
- Training and guidance have been provided to SWP staff and there is now improved clarity for how data and requests should be handled, including the awareness that the SCC Information Governance Team can provide support.

Audit Plan 2022/23

There is no current audit work planned for 2022/23, due to the work required on LGR.

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Somerset Waste Board meeting
24 June 2022
Report for decision

Recycle More Update

Lead Officer: Mickey Green, Managing Director, Somerset Waste Partnership

Author: Mark Ford, Head of Comms & Engagement Somerset Waste Partnership

Contact Details: mickey.green@somersetwaste.gov.uk

Forward Plan Reference:	08.06.2022
Summary:	By early July Recycle More will have been rolled-out across the county (the service being introduced to communal properties in Sedgemoor and West Somerset happening at the end of June). This paper provides a progress update on the expanded kerbside service and plans to roll-out to schools.
Recommendations:	That the Somerset Waste Board notes the progress made in implementing Recycle More and the risks to the programme.
Reasons for recommendations:	Recycle More is the most significant element of our current Business Plan given the environmental and financial benefits it delivers to all partners. Clearly, the Covid-19 pandemic has added risks of the roll-out programme, as does has national shortage.
Links to Priorities and Impact on Annual Business Plan:	Action 3.1 of the Business Plan 2021-26 concerns the implementation of Recycle More. All partners have declared climate emergencies and the environmental benefit from Recycle More is an important part of achieving these.
Financial, Legal and HR Implications:	Recycle More has achieved break even earlier than anticipated, see Financial outturn and use of balances 21/22 report.
Equalities Implications:	An impact assessment on Recycle More is maintained and updated as the project progresses.

Risk Assessment:	The roll-out is set to be completed by the end of the June/early July. The impacts of Covid-19 have been a significant risk throughout the successful introduction of the new service, although these have clearly eased in recent months. A repeat of poor service quality seen last summer/autumn, primarily due to driver shortages, would also put our ability to roll-out Recycle More at risk. At the time of writing (early June) staffing levels are sufficient and services have stabilised though further improvement is needed. Covid absence continues to be monitored closely and the underlying nationwide driver shortage also remains a challenge to recruitment.
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1. Background

1.1. Background to Recycle More

On 29 March 2019 the Somerset Waste Board decided upon SUEZ Recycling and Recovery UK as the preferred bidder for Somerset's waste collection contract. SUEZ took over delivering services on 28 March 2020 including the phased roll-out of our new Recycle More collection service. It enables the public to recycle more through the kerbside sort system, adding the following materials to the weekly collections:

- Plastic pots, tubs and trays (including black plastic)
- Food and beverage cartons (e.g. Tetra Paks)
- Small electrical equipment (e.g. a kettle or toaster)
- Household batteries

This is in addition to what can already be recycled every week – food, paper, glass, cans, aerosols, plastic bottles, cardboard, foil and wearable clothes and shoes.

A 60litre weighted reusable sack (a 'Bright Blue Bag') provides extra space for recycling. With more recycled each week, rubbish collections will take place every three weeks.

This change is crucial to us being able to respond to public demand to recycle more, to nudge those that aren't recycling fully at the moment and support our aim to see waste treated as a resource. Communal properties (where space and access allow, adding in plastic, pots, tubs and trays and ensuring all can recycle cardboard) and schools (adding in plastic, pots, tubs and trays) will also have scope to recycle more options to recycle. Neither schools nor communal properties will see changes to their rubbish collection frequency, which will still be responsive to when bins are full.

We expect this to take our overall recycling rate toward 60% and reduce the amount of residual waste by up to circa 23% – with all the kerbside residual waste being used to create Energy from Waste rather than going into landfill.

Note. SWP's introduction of Recycle More has been short-listed for the Local Government Chronicle Awards 2022 in the "Environmental Services" category.

1.2. Roll-out timetable

Every time SWP has rolled-out a major service change it has taken a phased approach. Is not practical or desirable to change recycling and waste collection services for 260,000-plus households at one time. Phasing work allowed depots to be upgraded and gave time for public engagement, support and behaviour change work.

The roll-out of Phase 1 (Mendip) was delayed due to the unprecedented and uncertain impact that Covid-19 was having on waste services. We have successfully rolled out in Mendip (kerbside on 26 October 2020, communals on 8 March 2021), South Somerset (June 2021), and Taunton Deane (November 2021) and to all mainline properties (non-communal) in Sedgemoor and West Somerset.

In light of the unpredictable impact of Covid (notably the Omicron variant), several steps were taken to manage the risks to a smooth roll-out of Phase 4 (Sedgemoor and West Somerset).

Mainline properties in Phase 4 received the new service at the end of February, while communal properties will see Recycle More introduced in late June/early July. This separation reduced the pressure on the mainline roll-out in light of uncertain Covid pressures (the same approach was taken in Phase 1, Mendip, when Covid pressures were also prominent).

The changes for Phase 4 communal properties starts the week beginning 27 June.

When	Where	Households
28 Feb 2022	Sedgemoor & Somerset West & Taunton (old West Somerset) 'Mainline' households.	71,000
27 June 2022	Sedgemoor & Somerset West & Taunton (old West Somerset). Properties receiving 'communal' collections of some kind.	Circa 5,600
October 2022	All Somerset schools receiving waste services from SWP.	273 Schools.

2 Phase 4 roll-out (Sedgemoor and West Somerset)

The introduction of Recycle More to mainline properties in Sedgemoor and West Somerset started in the week beginning 28 February.

As well as delaying communal aspect of the roll-out, the risks posed by Covid and national driver shortages were further mitigated by:

- Starting the delivery of Bright Blue Bags a week earlier than originally planned (7 Feb rather than 14 Feb). This built in 'catch-up' time should deliveries be affected by heightened staff absence or severe weather.
- Delivery of the Warm-up leaflet was paused for one week. Originally planned to arrive from 17 January, it was delayed to allow for any significant post-festive spike in Covid-related staff absence to become apparent.

2.1 Extra pressures and complications

A number of factors added to the pressures and challenges to a smooth roll-out.

Storm Eunice saw a cancellation of all collections on Friday 18 February. This meant crews needing to catch-up the missed rounds (which included Saturday working) in the build-up to the launch of Recycle More. This added strain on crews already committed to consecutive Saturdays for interim collections on 26 February and 5 March (approx. 12,000 in total).

The period immediately before and several weeks after launch coincided with a time of fuel supply problems, some mechanical issues with vehicles (and slower than usual delivery of spares), and some increased staff absence. After an initial positive start this resulted in higher levels of missed collections and slower return for missed collections than we expected. A verbal update to the Board under the performance paper will summarise the ongoing progress since then

2.2 Phase 4 communications and engagement

Stakeholder engagement:

Detailed briefing packs were distributed to stakeholders in November 2021. Two out of hours virtual Briefing/Q&A sessions were hosted for Councillors at county, district, town and parish level in early December, attracting around 50 attendees. Five Recycle More Messenger stakeholder updates were sent to political and community stakeholders (including environmental groups, village agents, community group, childcare providers) highlighting key information, reiterating key dates and encouraging community awareness raising and engagement. Regular updates are also provided for staff and member internal newsletters at all partner authorities.

Online engagement:

The dedicated Recycle More page on the SWP webpage was been updated and we have seen the expected steadily increasing traffic, along with increased engagement through the SWP Facebook page (though, clearly, page engagement is affected by a wide range of factors and issues).

Four Recycle More Facebook Q&A Days were hosted to encourage questions and provide answers, running 7am to 7pm.

We expanded our use of the Nextdoor, which reaches an audience of over 15,000 in Sedgemoor and West Somerset. Four posts generating nearly 200 comments/questions. More than 500 votes were cast in two polls and showed a shift toward 'Excited. Can't wait!' as the launch date approached.

Direct mail leaflets:

As with previous phases, the most important elements of communications were the two directly mailed leaflets, in this phase being delivered to more than 70,000 households. The warm-up leaflet arrived five weeks before launch (a week later than originally planned, see 2). The crucial "Coming soon" leaflet, which contains individual collection day calendars and a detailed "what goes where?" guide arrived from 7 February (3 weeks before launch).

3. Impacts of Recycle More on refuse/rubbish and recycling

As mentioned in previous reports, isolating the impacts of Recycle More on refuse and recycling tonnages has been challenging because of the effects of the pandemic and associated lockdown restrictions.

The new service launched in different districts at different times, so each has been affected to greater or lesser extents.

3.1 Recycle More impact on refuse/rubbish

Moving waste from rubbish bins to recycling is a key objective of Recycle More. In the longer-term reducing waste overall is the ultimate aim.

Mendip offers the best opportunity see the changes year on year since it has been running the longest (since October 2020). In the first 17 months of Recycle More in Mendip, there has been an average decrease of just over 20% or around 1.5kg each week per household.

The monthly impact – comparing post-Recycle More weights with the corresponding month in the previous year - ranges from a decrease of 28% (comparing May 2021 against May 2020), to a little over 1% when (comparing February 2022 against February 2021). It should be noted that from April 2021 all figures will have been affected by the pandemic and the related lockdown

restrictions.

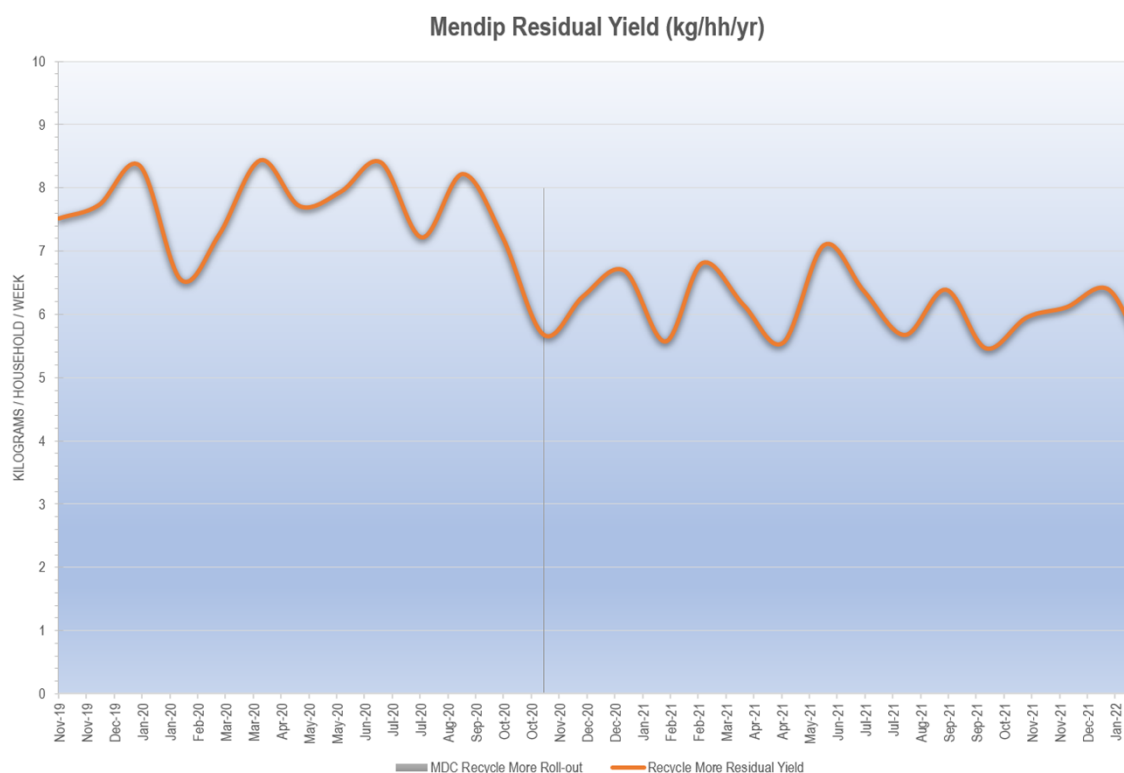
The graph (Figure 1) shows a clear dip in refuse/rubbish after the launch of the service in Mendip in October 2020.

The figures for the remaining phases do not cover a full year on the new service and, inevitably, compare post-Recycle More tonnages to tonnages that have all already been impacted by the pandemic – making it harder to draw firm conclusions about the impact of the new service and long-term trends.

However, South Somerset shows an average decrease in refuse/rubbish of 14% in the first nine months of the new service (up until March 2022). In Taunton Deane there is an average decrease of nearly 23% after five months. In Sedgemoor and West Somerset, only one month of data is available, showing decreases of 19% and 12% respectively – though not too much should be read into a single month's tonnages.

The longer the service is in place, the clearer the long-term trends will be. But at this stage we appear to be seeing the introduction of Recycle More producing a decrease in refuse/rubbish of around 20%.

Figure 1



3.2 Recycling and 'total kerbside waste arising'

The picture for recycling is more complicated, with different trends in different material streams which affect overall tonnages – for example, there appears to have been an accelerated rate of reduction in paper recycling over the last two

years, but increases in others such as plastics.

Reporting accurate waste tonnages on a district-by-district basis is extremely challenging.

Collection rounds and depot tipping are set up to be as efficient as possible and do not follow local authority boundaries. For example the Evercreech depot receives waste from Mendip *and* parts of South Somerset. Producing accurate data about what waste is from which district relies on correct apportionment by crews which cannot always be guaranteed.

Many rounds run through two district areas, and the waste collected is attributed to the district with the majority of properties, rather than apportioned to each district. There are also regular unplanned events (e.g. mechanical failure, road closures) that can mean vehicles from different areas servicing or supporting a round and tipping into different depots for periods of time. Any allocation of data to Districts therefore inevitably relies on many assumptions.

It is worth noting that as per a decision made by the Waste Board, we have not reported district-level waste data to the Board since 2016-17, acknowledging the difficulty of providing accurate information at this level.

In addition to this, the period of Recycle More roll-out saw other complicating factors:

- The re-routing of many rounds - this has made routes more efficient, but means they cover different areas which undermines 'before' and 'after' comparisons.
- The opening of the Walford Cross transfer station. Routes covering parts of both Taunton Deane and Sedgemoor tip at Walford Cross. The empty depot needed to be filled before material started to be exported and this means recycling tonnages from these district areas will be understated to some extent in the first few months.

Initial estimates of Recycle More recycling increases for each phase were also, by necessity, calculated using different baselines (to try and account of the impact of Covid lockdowns restrictions on waste) and assumptions based on material sampling.

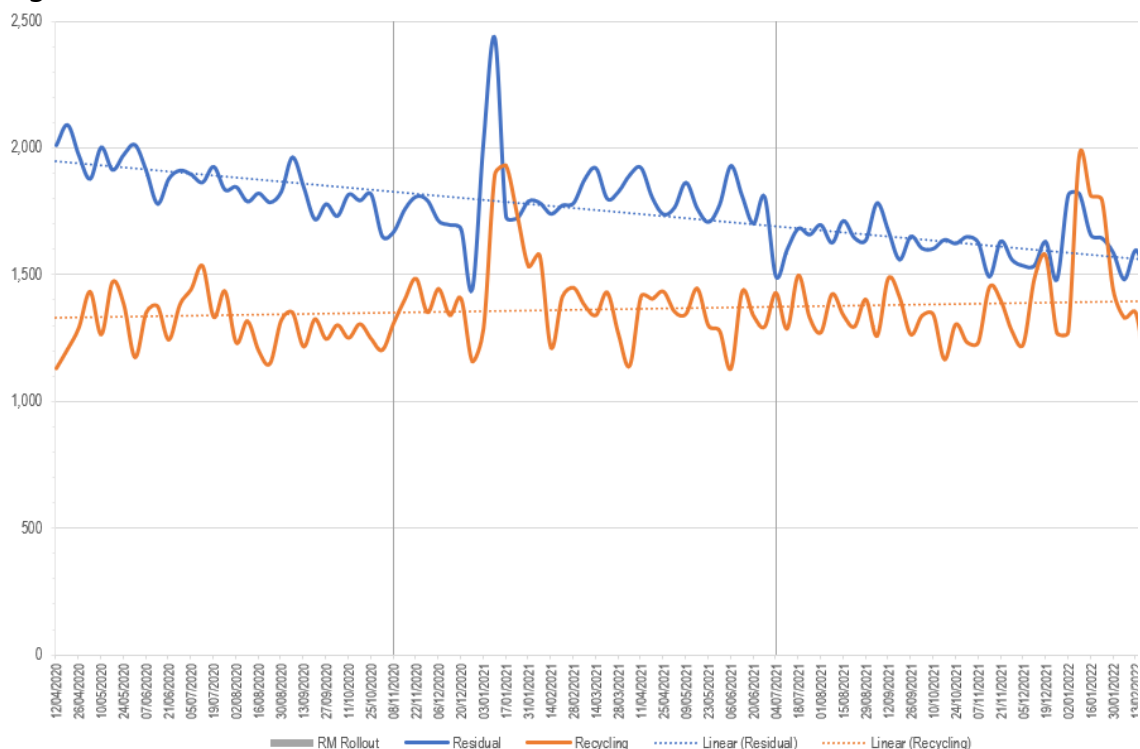
We are still exploring how to track recycling increases on a district-by-district basis in a way that is consistent and accurate, but countywide figures will be more robust. It should also be noted that we will not be able to properly understand the impact of the new service until it has been introduced and bedded-in across the entire county.

Figure 2 plots the reduction in refuse/rubbish across the whole of the county (approaching 400 tonnes per week) and the increase in the recycling (around

100 tonnes per week) over a two-year period starting in April 2020 and ending March 2022. There are peaks and troughs across the year, some seasonal and others likely to be the result of pandemic restrictions.

It is important to note that in this time period, phase 2 (South Somerset) will only have been contributing nine months of impact to the county figure, phase 3 (Taunton Deane) only five months and phase 4 (Sedgemoor and West Somerset) only a month. i.e. we are still some way from seeing the full impact of Recycle More.

Figure 2



Together, this indicates a reduction in 'total arisings' from at the kerbside of approaching 300 tonnes per week across the county, around 10%.

A reduction in overall waste generated, driven by a reduction in refuse/rubbish and an increase in recycling would be a win-win – less waste being generated and a greater proportion of what is generated is going to recycling.

The reasons for this could be many and varied and more time is needed to see if this is a continuing trend and how waste levels responds to a truly 'post-pandemic' period. That said, the reduction in residual waste and significant increase in our recycling rate are clear to see already.

Please note. During the transition of our core services contract from Viridor to Biffa a small discrepancy was found between the figures for food waste collected at the kerbside and the figures for food waste delivered to the Anaerobic Digestion Plant. We are reviewing this in more detail, but it is likely to result in

a small increase in kerbside recycling tonnages (possibly around half a percent).

4. Collection performance

Performance in the weeks following launch in Sedgemoor and West Somerset show that the 4-6 week period after launch was difficult, impacted by the factors mentioned in 2.1.

At the time of writing, we are seeing incremental but sustained improvements as the service beds-in and routes benefit from a period of stability.

Week	Missed recycling per 100,000 collections			
	Mendip	South Somerset	Taunton Deane	Sedge/ W Somerset
1	316	1,338	604	554
2	253	833	460	493
3	434	972	356	389
4	396	1,133	196	584
5	277	1,985	187	667
6	170	822	211	417
7	158	408	195	270
8	153	302	239	263
9	181	248	175	261
10	313	294	118	158
11	279	193	107	151
12	257	245	133	112

Week	Missed refuse per 100,000 collections			
	Mendip	South Somerset	Taunton Deane	Sedge/ W Somerset
1	526	933	607	586
2	548	679	484	352
3	405	507	469	444
4	293	355	461	570
5	558	433	349	667
6	521	302	360	559
7	320	226	188	312
8	227	206	98	312
9	307	186	20	291
10	174	169	109	247
11	284	216	80	200
12	255	190	70	258

5. Schools Against Waste

Every primary school in each of the Recycle More phases has been offered a free visit by the Carymoor team to support the roll-out of the service. From September 2020 to date, the Schools Against Waste team has visited 30 schools in Mendip, 40 in South Somerset and 28 in Somerset West and Taunton and 15 in Sedgemoor. A further eight bookings have been confirmed so far – three in Somerset West and Taunton, two in Sedgemoor and Mendip, and one in South

Somerset. Carymoor will continue to offer interactive, live virtual sessions as standard, although some face to face visits have been booked. The virtual sessions were devised in response to Covid restrictions and have proved very popular and convenient for schools. Since Sept 2020 to date (24 May 2022), only seven of the 113 Schools Against Waste visits carried out have been in person, with two of the eight future confirmed bookings requested also being "in person".

6. Preparation for phase 4 communals

This involves around 5,600 properties, with a concentration in the Bridgwater area.

As with previous phases, individual sites have been reviewed in terms of the available space and access, to understand the best collection arrangements.

Information postcards were distributed at approx. six weeks ahead of the change (week beginning 16 May) and the more details direct mailing arriving by the end of the week beginning 6 June.

These more detailed letters set out the change for households, including expanded recycling where possible, changes to collection days and the date of the first collections under the new arrangements.

7. Williton Depot works

Upgrading works on the Williton depot are due to start in July and expected to be completed in three to four months, having been delayed by supply chain issues and then subsequently by issues finalising lease issues. This has not substantially affected the Phase 4 roll-out and material will be handled by the Walford Cross depot until works are complete.

8. Schools Roll-out

As part of Recycle More, we will be improving recycling service for the county's 273 schools receiving a service from SWP. It will add plastic pots, tubs and trays to collections, adding capacity and improving 'binrastructure' with the aim of boosting recycling rates which currently lag behind domestic rates. The impacts and solutions for individual schools will vary depending on their circumstances and the space and access available. The improvements will be supported by the dedicated Schools Waste Management Officer.

The introduction of Recycle More to schools is still scheduled for the week beginning 10 October, though this will remain under review and amended if required. An audit of all school sites is around 90% complete, considering the facilities currently in place and what needs to be introduced for the move to Recycle More. Engagement with schools has been good with lots of positive

feedback.

SWP attended head teacher association meetings for Secondary and Primary schools to discuss Recycle More (and wider waste topics) and will attend relevant meetings of school Business Managers in the coming weeks.

We will be using established channels to raise awareness among schools and seeking to learn from SUEZ experiences in other parts of the country about how schools can be supported and encouraged to improve their recycling.

9. Options Considered and reasons for rejecting them

- 9.1** Not relevant as this paper is simply an update on progress. The potentially disruptive pressures of Covid-19 have not, at time of writing, materialised to a significant degree so there is not need to delay the final stages of the Recycle More roll-out.

10. Consultations undertaken

- 10.1** Monthly meetings of the Strategic Management Group (senior officers from each partner) have kept officers up to date with progress in mobilising Recycle More. Business Continuity arrangements in place mean there are frequent meetings with all partners (including customer services and communications). Additional meetings and updates with SW&T and SDC colleagues arranged as needed.

11. Implications

- 11.1** Recycle More is expected to deliver a significant environmental benefit – reducing the amount of rubbish generated and increasing recycling levels, both of new materials and the half of the average rubbish bin in Somerset that could already be recycled already. Recycle More also results in lower emissions as vehicles will travel less distance overall (with refuse collections moving from two-weekly to three-weekly whilst recycling collections remain weekly).

11.2 Risks

The underlying risks to Recycle More (i.e. the risks of not achieving the stated objectives) remain broadly as they were and have been the subject of previous board papers (see background section). The additional risks related to Covid-19 and the impact this has had on waste services are reflected in our risk register. Covid-19 risks have diminished significantly but are still be monitored. The national shortage of drivers continues to be a risk, though the period of most acute pressure appears to have passed.

12. Background papers

- 12.1** All previous board papers on Recycle More are available on the SWP or SCC websites. A report on Recycle More is taken to each board meeting.

Somerset Waste Board meeting
 24 June 2022
 Report for decision

Approach to Partial Refleet

Lead Officer: Mickey Green, Managing Director, Somerset Waste Partnership

Author: Mickey Green, Managing Director, Somerset Waste Partnership

Contact Details: mickey.green@somersetwaste.gov.uk

Forward Plan Reference:	08.06.22
Summary:	<p>Whilst most of SWP's fleet was bought in 2020 and is expected to last until 2030, 22 of SWP's fleet of vehicles used on the collection contract were bought in 2016. These are scheduled to be replaced in 2024 and with long lead times on vehicle production a decision is needed in the current year's capital programme. A thorough review of all technologies has identified that potentially 10 of these 22 vehicles could be replaced by electric alternatives – reflecting how decarbonised alternatives for larger/heavier vehicles lags behind technology for cars. This paper sets out the options explored, the recommended approach, the further work necessary to fully explore the viability of electric vehicles (particularly around charging infrastructure). It also sets out the options being explored to further decarbonise the remainder of SWP's fleet. A final decision on whether to purchase the fleet is not being asked for at this time, instead a steer on the direction of travel is requested ahead of a capital bid in the Autumn of 2022.</p>
Recommendations:	<p>That the Somerset Waste Board:</p> <ol style="list-style-type: none"> 1) Provides a steer on the approach to the partial refleet in 2024, in particular on the approach to maximise the electric fleet. 2) Notes the further work proposed to be undertaken and the risk associated with not committing to purchase vehicles in the current financial year. 3) Notes the options being explored for the wider decarbonisation of SWP's fleet ahead of their expected replacement in 2030
Reasons for recommendations:	<p>22 of our fleet needs replacing in 2024 and we need to commit to a purchase in this financial year in order to ensure we have a reliable fleet capable of delivering good service quality. Having already purchased 1 e-RCV SWP is seeking to maximise the number of decarbonised vehicles used to deliver services, but</p>

	this is not viable for many of those vehicles we need to replace.
Links to Priorities and Impact on Annual Business Plan:	Section 4 of the Business Plan 2022-27 focuses on decarbonising our operations. Action 4.5 focuses on the Partial refleet noting that we will learn "from the trial electric refuse vehicle our trials and emerging technology will inform the partial refleet, as will future national legislative change and changes in tonnage/behaviour (to inform the number and type of vehicles we require)." Action 4.4 looks at piloting alternative fuels in our fleet and action 4.6 focuses on green infrastructure.
Financial, Legal and HR Implications:	<p>The final cost of the partial refleet is not yet known, as it depends upon which vehicles are chosen, the infrastructure requirements and commercial dialogue with SUEZ (who offer us a contractual discount if SWP's partner provide the capital – which enables us to be sure that borrowing is financially worthwhile). The indicative costs are set out below but are potentially in the order of £5.8m should we maximise the electric fleet based on current technology (noting that this will cost £2,360 more than a fully diesel fleet but deliver £1,150 revenue savings and 38,000 tonnes of carbon compared to a fully diesel fleet.</p> <p>There are no HR implications. The default contractual requirement is for SUEZ to replace like for like with diesel fleet (as this was the only thing that could be reliably costed when the contract was entered into) so a minor change to the contract will be required should we refurbish some vehicles and procure electric fleet.</p>
Equalities Implications:	An impact assessment will be undertaken ahead of any final decision being made on the partial refleet.
Risk Assessment:	If we do not commit to replacing our 2016 vehicles this year then the age of this fleet is likely to have a negative affect on service quality due to vehicle breakdown/failure. If we do not take the opportunity to replace vehicles with electric technology (where this is viable) we risk failing to deliver on the partner's climate emergency ambitions. Conversely, technology is rapidly changing so it may be that e-RCVs become cheaper/more effective in the future, and the use of significant amounts of capital to fund e-RCVs may have an opportunity cost in preventing the partners from implementing other measures which save more carbon per £ spent. There is a risk that we cannot cost effectively implement charging infrastructure, but this is mitigated by not seeking a final decision at this point

3. Background

3.1. SWP's fleet and what needs replacing

SWP's collection contract fleet is made up of 108 recycling vehicles (mostly Romaquips, but three are top loaders for communals and eighteen are smaller vehicles used to get to those hard-to-reach properties. We have forty-three refuse vehicles 25 x 26t but just under half of the fleet is made up of more specialist vehicles 6 x 7.5 tonne, 8 x 16 tonne and 4 x 26 tonne pod vehicles. The vast majority, 140 of this fleet was renewed at the start of the contract in 2020 to ensure that we had the right fleet to deliver our environmental and service quality ambitions. The 2020 fleet is expected to last until 2030. They are located across 4 depots: Bridgwater (Colley Lane), Evercreech Junction, Williton (Roughmoor) and Yeovil (Lufton).

23 of our fleet date from 2016 and were not replaced at the start of the contract and are not due for replacement until April 2024. The long lead time on such fleet (exacerbated by the global semi-conductor shortage and the aftermath of Covid) means that to be confident of vehicles being ready for service in 2024 we need to place orders before the end of the 2022/23 financial year.

SWP have already replaced one of the 23 vehicles with the refurbished electric-RCV as previously agreed by the Board. This vehicle has been used on many routes across the county – driver feedback is good (less vibration and noise), so far it has completed the rounds it was expected to (but will be tested on more challenging rounds in the future). We will know more once the vehicle has been used on a wider range of rounds around the County. It has highlighted to SWP/SUEZ the importance of driver training ahead of using an e-RCV, in particular to combat range anxiety, weight is less of a factor although it will carry around 0.5 of a tonne less than a standard truck, range is by far the main limiting factor. It has not yet been fitted with the dual gearbox necessary to enable it to travel at speeds up to 50mph due to issues with the manufacturer (Dennis Eagle) but this is still expected to be installed, at no further cost to SWP, in this calendar year.

The 22 vehicles which remain to be replaced are:

Size	No.	Type
7.5 tonne	4	Refuse vehicle
16 tonne	4	Refuse vehicle
26 tonne	10	Refuse vehicle
26 tonne	4	Pod vehicle*

* The Pod vehicle is a specialist vehicle used mainly on the schools service.

As set out in the performance report, vehicle reliability has been a particular issue with the 2016 vehicles recently, which has been a causal factor behind some of the recent service quality issues. This is despite a refurbishment to the operating

equipment, bin lifts, compaction equipment etc. on 9 of these trucks in the early half of 2021 in order to make them operational. The faults now mainly relate to driveline/engine issues which were not part of the refurbishment and are likely to become more common as vehicles age but delays and some difficulty in getting parts are exacerbating this issue

3.2. Options explored

The Board will be aware that there is a rapid pace of technological change in vehicles, and that electric technology is less advanced for vehicles over 3.5 tonnes. This is particularly true for specialist waste vehicles where industry investment is focussed in the most common vehicle types (for commercial reasons), meaning that development of more niche vehicles (e.g. our Pod vehicles, 7.5 tonne or 16 tonne vehicles) lags behind development of 26 tonne refuse vehicles. Unlike a purely urban authority many of our vehicles cover large distances (round distances vary from 30 to 80 miles), often over challenging terrain. This can mean that even where e-RCVs do exist, they can only serve our urban or semi-urban rounds and not the most rural rounds. It is also important that vehicles come with a manufacturer warranty – where a chassis is modified to an alternative fuel by a company unrelated to the manufacturer of the chassis this can lead to issues around liability for faults/mechanical issues.

1.2.1 Options explored for 7.5, 16 and 26 tonne refuse vehicles

Accordingly, SWP have worked closely with SUEZ to explore options and trial vehicles, a process which is ongoing. This includes understanding the zero carbon options available to us as well as how we can reduce carbon emissions if there are currently no viable zero carbon options:

- Desktop modelling of which 26 tonne refuse vehicle routes (based on vehicle telemetry) could feasibly be electric or hydrogen fuel cell, and using the existing e-RCV to test routes. Early indications are that this might enable all 10 26 Tonne refuse vehicles to be electric, but we need to undertake more testing before we are certain of this. This is likely to be in the urban and semi-urban areas of Somerset (5 in the Bridgwater/Taunton area, 1 in the Yeovil area and 4 serving the larger communities in Mendip). This testing is expected to conclude over the Summer, and it may be that not all 10 can be replaced with electric vehicles following this testing phase. The constraints in terms of charging these vehicles are discussed in section 3.2.4 below.
- Testing of normal width (i.e. not narrow-bodied) 26 tonne refuse vehicles can be used as this would open up a wider choice of e-RCV (only one manufacturer currently makes a narrow bodied low access e-RCV).
- Exploring whether 12 tonne or 18 tonne vehicles can replace 7.5 tonne and 16 tonne vehicles as electric vehicles are available whilst those at 7.5 tonne and 16 tonne are not. Whilst this process is ongoing it appears that the long distances these vehicles cover means that they will not be suitable.

- Exploring whether some of our smaller recycling vehicles procured in 2020 could be rebodied to become refuse vehicles and replaced with electric panel vans. This appears unviable due to the range.
- Learning from others who have already deployed Hydrogen dual fuel vehicles (which appear to give limited carbon reduction at a very high cost) and the real-world practicality of hydrogen fuel cell vehicles. The latter appears to be a very attractive technology, but it is far from mature – operational results from key trials in Aberdeen and St Helens are unlikely to be available for a further year.
Exploring the viability of CNG fuelled vehicles produced from Anaerobic Digestion in Somerset. This still requires an internal combustion engine to operate and is likely to become obsolete when these vehicles are banned in 2035.
- Exploring whether fuel use can be lowered by using Rotopress bodies (effectively a rotating drum rather than a compacting plate that moves back and forward) with a claimed fuel saving of 20%. Trials are ongoing.

1.2.2 Options for 26 tonne Pod vehicles

Technological change is not the only change in the waste and resources sector that we need to take account of in our choice of vehicles. Legislative change is likely to change the waste we are collecting in the future, and we need to understand this before we commit to purchasing vehicles as having an under-utilised or inappropriate asset would be financially and environmentally sub-optimal. We are confident in the future need for all vehicles except for the 4 pod vehicles and possibly top loaders. These vehicles serve schools and communal properties (e.g. flats) lifting large 1100l bins. They collect card and paper, plastics, glass and the schools' pods also collect food. It is possible that national legislation will change to require the collection of food at communal properties, and if it does then this will considerably change how much food we are collecting and hence what vehicles do this most efficiently – it may be that we require some vehicles dedicated to food waste. However, we cannot be certain of this until we know the outcome of the national legislation and have the time to model the impact on Somerset. Hence the recommendation for these vehicles is to seek to extend their useful life in order to give us time to understand these changes and identify the optimal service and hence vehicle. Options explored are;

Option	Explanation	Recommendation
Do nothing	Option rejected as likely to lead to high degree of service unreliability due to vehicle failure (and noting that SWP would have very limited contractual recourse to SUEZ as fleet would be beyond its useful life)	
Partial refurbishment	Partial refurbishment of the bodies on these	Rejected as minimal cost saving compared to re-body and

	vehicles in 2024 (following a partial refurbishment in 2021). Whilst this will potentially extend the vehicles for a further year we expect that there will be issues with reliability based on our experience since 2021, and this may affect service quality. The estimated cost of refurbishment is £30k per vehicle (c£120k in total)	refurbish but much higher likelihood of vehicle failure and hence service quality impact
Re-body and refurbish	Replace the bodies with refurbished Dennis bodies and refurbish the pods at a cost of £40k per vehicle (£160k in total). This would improve the reliability and potentially increase the life by two years. This option would have to progressed ASAP whilst the bodies are available.	Recommended option – SWP are likely to have to share risk of drivetrain failure with SUEZ (as we would with partial refurbishment) as it is not cost effective to fully replace engines and gearboxes.
Replace with hire/2 nd hand vehicle	Option rejected as extremely limited availability of these specialist vehicles in 2 nd hand or hire market, and older vehicles may have reliability issues	
Replace with electric or hydrogen alternatives	Option rejected as no such vehicles currently exist (but may do in the future as technology matures)	
Replace like for like now	Option rejected as highly likely to result in SWP being stuck with vehicles for 8-10 years that do not meet our service needs	

1.2.3 Exploring lower (but not zero) carbon interim solutions

Not all of the vehicles due for replacement in 2024 can viably be replaced with electric or hydrogen and the majority of our fleet is expected to last until 2030. Accordingly we are currently exploring the extension of the Hydrogenated Vegetable Oil (HVO) trial from depot plant to using it on frontline vehicles. This is

not a long term solution but it may significantly help us achieve our decarbonisation goals in the short to medium term.

HVO is made from raw materials such as food production residues and wastes, and assurance schemes exist to ensure that no fuel is sourced from energy crops. HVO is considered better than 1st Generation biodiesel as it can reduce CO₂ by up to 90% (compared to 78% for 1st Generation biodiesel) and will greatly reduce NO_x and particulate emissions. It is a true drop-in-fuel with no requirement for modifications to vehicle, maintenance regimes, or refuelling infrastructure. There is no additional cost for new vehicles (or our 2020 fleet) as it uses existing diesel engine technology. HVO is slightly more expensive than regular diesel, and consumption compared to regular diesel is increased by c10%

This means that where we can't yet replace diesel with electric or hydrogen vehicles (either because the technology isn't there or because much of our fleet should last until 2030) we can significantly reduce carbon emissions – by up to 90%. The business case for a trial on frontline vehicles is being developed but is likely to involve slightly higher revenue costs (but no significant capital costs – potentially additional fuel bunkers if the front-line trial is successful). Our experience of trialling this on our plant at one depot gives us confidence that it is a workable technology to help us bridge the gap to a fully decarbonised fleet. The trial is likely to involve emissions monitoring at the tailpipe so that we are not just reliant on manufacturer claims in terms of carbon reduction but can see the carbon saving it delivers in real-use on our rounds. Consistent availability of HVO made from waste oil (as opposed to energy crops) remains the greatest risk, but diesel can be substituted back in should waste oil HVO not be available.

1.2.4 Infrastructure implications of electric fleet

Each e-RCV requires 600 volts DC/40 kW to charge it at a rate that would allow it to operate effectively. The current e-RCV uses a mobile charger (as we are testing it at different depots across the County), but permanent connections will be required if an e-RCV is to be permanently based at a depot. A DC charger is expected to fully recharge an e-RCV in 9 hours (and AC charger could take 16 hours, which may cause operational difficulties) – costs appear to have reduced recently from £18k to £15k for a charger which can charge two vehicles, but clearly these are significantly more expensive than a standard domestic electric vehicle charger. In terms of the options being explored at each depot:

- SWP are working closely with SSDC who are leading work to explore how the Lufton depot could be upgraded to allow electric vehicles to be charged, and how the depot could be reconfigured to allow this to be done safely. Whilst charging one e-RCV overnight may be possible, it may also be that this requires infrastructure improvements, and SWP/SSDC are exploring this with the Distribution Network Operator (DNO).
- At Evercreech SWP are working closely with Western Power (the DNO) and the developers of an adjacent commercial Anaerobic Digester (AD) plant. The developers of the AD plant are putting in a high voltage cable and it

may be that a relatively low-cost extension of the high voltage cable (c£45k) might mean that we can charge 4 vehicles at this location (with two chargers at c£15k each). Work is still ongoing to identify the best value for money solution at this depot.

- Colley Lane in Bridgwater is a more challenging depot – the latest feedback from Western Power is that a new sub-station may not be required and costs may be c£40k, but further work is required to validate this. There are also operational challenges in where to safely charge the vehicles on a congested site, and whether this depot would ever be viable to charge a fully electric fleet given its constraints. SWP are working with SCC's property team to explore a 'plan b' interim location to charge the 5 vehicles which would serve the Bridgwater/Taunton area. SWP are working with SCC to explore if the Saltlands 2 development (solar panels and battery storage) could provide a viable location.

4. Interim conclusions and next steps

2.1. The interim conclusions from this process of review and trials is as follows:

Vehicle type	No.	Interim conclusion and rationale	Indicative cost per vehicle
7.5 tonne refuse vehicle	4	Replace with like for like (i.e. diesel) vehicle as no electric or hydrogen alternatives exist of the type or size which can cover the distances required. Continue to explore whether Rotopress vehicles can use less fuel and whether slightly larger capacity vehicles provide further efficiency. Consider use of HVO fuel.	£120k
16 tonne refuse vehicle	4		£159k
26 tonne refuse vehicle	10	Provisional conclusion is that these can be replaced with electric vehicles (5 in Evercreech, 1 in Lufton, 4 in Bridgwater/Taunton) subject to further testing and ability to charge them overnight. Explore different potential e-RCVs/configurations to maximise value for money	£429k
26 tonne Pod vehicle	4	Rebody and refurbish to extend their useful life up to 2026 so that we can review what types of vehicles we need to support schools and communals in light of major national legislative change	£40k

Costs above are indicative and are likely to increase (at least with inflation),

balanced by ongoing work to try and mitigate the costs (e.g. by not buying narrow bodied vehicles we may have a wider choice of manufacturer and achieve better value, but we need to be confident these vehicles will work on rounds). The total additional cost (excluding infrastructure costs, which are still being quantified) of 10 electric vehicles is £2,360k compared to their diesel alternative (£185-197k each depending upon configuration/manufacturer), partly offset by expected lifetime revenue savings of £1,150k.

- Cost of diesel RCV £193,279
- Cost of e-RCV £428,865 (may be lower as SUEZ are exploring other manufacturers)
- Annual fuel saving £10k per annum (noting that electricity and fuel process are very volatile)
- Annual m'tce saving £1.5k per annum (subject to commercial negotiation between SUEZ and their maintenance provider)
- Financial case £120,586 (i.e. extra cost over lifetime of the truck)

- Annual co2 saving 380 tonnes
- Cost of co2 saving £317 per tonne of CO2 saved

With no accepted benchmark for what an acceptable cost per tonne of carbon saved is, SWP have compared to the figures developed by SALIX nationally for the Public Sector Decarbonisation Scheme. The first phase of the Public Sector Decarbonisation Scheme had a £500 per tonne of CO₂e threshold. The latest phase (Phase 3) had a £325 per tonne of CO₂e threshold (over which match funding was required) – and on this basis the electrification of fleet delivers reasonable value for money, noting that the cost of infrastructure has not yet been factored into this (though any significant costs e.g. sub-station upgrades may have wider benefits). Note that carbon savings of diesel vehicles compared to their 2016 equivalents have not yet been calculated, nor has the reduced emissions that might come from different types of vehicles (e.g. the Rotopress alternative) or different fuels (HVO).

To estimate the potential total capital costs (noting that there is further work ongoing on all aspects of this, so these are indicative):

	Total cost estimate (£)
22 diesel replacements	£3,209k
Maximum electric fleet (10) additional vehicle costs (additional up-front capital cost)	£2,360k
Potential infrastructure costs for electric fleet (6 chargers at £15k and £40k per depot for other infrastructure)	£210k

Total capital costs	£5,779k
<i>Estimated revenue saving over 10 years from electric fleet</i>	<i>£1,150k</i>
<i>Estimated carbon saving from 10 e-RCVs for 10 years</i>	<i>38,000 tonnes</i>

The key next steps are (subject to views of the Board):

- Continue with trials to ensure SWP and SUEZ are confident that they have identified the best value lowest carbon options. The board will be updated on this, in particular on whether all 10 26 tonne RCVs can be electric.
- Commercial negotiations with SUEZ to maximise contract discount and to reflect minor contract variations linked to partial electrification of fleet
- Liaise with SCC finance as there is likely to be a capital bid in this year's capital programme in the order of c£5.8m should the board wish us to proceed with maximising the electrification of fleet
- Develop the business case for HVO as an interim decarbonisation option
- Continue to work up service proposals (and hence future replacements for 26tonne Pod vehicles) when national legislation is finalised.
- Bring a final recommendation to the Board in September (noting that formal decision making will be through the capital programme linked to the new Authority).

5. Options Considered and reasons for rejecting them

- 3.1.** Options considered on different vehicle types have been set out above. Delaying replacing the fleet entirely is rejected as it is likely to have significant negative implications on vehicle reliability, with consequences for service quality, reputation and commercial issues. If capital is not secured in this financial year then due to the long lead times on all vehicles, we are unlikely to have new vehicles by 2024, which will impact on service quality.

6. Consultations undertaken

- 4.1.** Monthly meetings of the Strategic Management Group (senior officers from each partner) have kept officers up to date with progress. SWP have discussed issues with SCC's energy, property, fleet and climate change experts, as well as linking closely with partner officer working on fleet alignment for the new unitary. SWP and SUEZ have met with other authorities who are also exploring different technologies to learn lessons.

7. Implications

- 7.1.** Whilst it is disappointing that not all the 2024 fleet can be replaced with electric or hydrogen vehicles, this reflects the reality of the availability of this technology for a large rural county like Somerset. The interim conclusions do suggest however that where we can change to electric vehicles, we can save 380 tonnes of carbon each year and may be able to save 90% of carbon emissions from the remainder of the fleet by moving to HVO.
- 7.2.** Despite many of the technologies not being at a point where they can serve a large rural County like Somerset and, some e.g., hydrogen may prove to be a better option come 2030 when we replace the majority of our fleet. Battery technology is moving at a pace and electric will be at least part of the solution and infrastructure to support this will take time to develop and should form part of the fleet replacement strategy.

8. Background papers

- 8.1.** None

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

The Somerset Waste Board and Waste Partnership are required to publish a document which sets 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 the Waste Board meetings as well as individual key decisions to be taken by an Officer.

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 or at one of the District Councils 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 County Council 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.

The Waste Board meets regularly and comprises the following elected members:

Mendip District Council councillors: Peter Goater and Tom Ronan

Sedgemoor District Council councillors: Andrew Gilling and Janet Keen

Somerset County Council councillors: Federica Smith-Roberts and Sarah Dyke

South Somerset District Council councillors: Sarah Dyke (Chair) and Tim Kerley

Somerset West and Taunton Council councillors: David Mansell and Andy Sully

For general enquiries about the Forward Plan:

- You can view it on the County Council web site at <http://democracy.somerset.gov.uk/mgListPlans.aspx?RPIId=196&RD=0>
- Alternatively, copies can be obtained from the Democratic Services Team by emailing democraticservices@somerset.gov.uk

To view the Forward Plan on the website you will need a copy of Adobe Acrobat Reader available free at 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 each Somerset Waste Board meeting can be found on the County Council's website at:
<http://democracy.somerset.gov.uk/mgListPlans.aspx?RPIId=196&RD=0>

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
FP Refs / Date proposed decision published in Forward Plan	When decisions due to be taken and by whom (**)	Details of the proposed decision	Documents and background papers to be available to decision maker	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
22/02/04 First published: 1 February 2022	Somerset Waste Board 24 Jun 2022 To Consider the Report	Issue: Constitutional Matters, Waste Board Membership and Meeting Dates 2022/2023			Monitoring Officer
22/02/06 First published: 1 February 2022	Somerset Waste Board 24 Jun 2022 To Consider the Report	Issue: Performance Monitoring Report Q4 2022/2023			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823 625707

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
22/02/05 First published: 1 February 2022	Somerset Waste Board 24 Jun 2022 To Consider the Report	Issue: Finance update Q4 2022/2023			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823 625707
SWB/22/03/01 First published: 29 April 2022	Somerset Waste Board 24 Jun 2022 To receive the report	Issue: Recycle More Update			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823 625707
22/02/01 First published: 1 February 2022	Somerset Waste Board 24 Jun 2022 To consider the report	Issue: Approach to partial re-fleet			Colin Mercer, Contracts Manager Tel: 01823625700
22/02/02 First published: 1 February 2022	Somerset Waste Board 23 Sep 2022 To consider the report	Issue: Trialling the collection of soft plastics at the kerbside			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823 625707

Weekly version of plan published on 1 June 2022

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
22/02/03 First published: 1 February 2022	Somerset Waste Board 23 Sep 2022 To Consider the report	Issue: Energy from Waste: Carbon Capture and Storage			Mickey Green, Managing Director - Somerset Waste Partnership Tel: 01823 625707

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