

GLoucestershire Waste Partnership

Minutes of the meeting of the Gloucestershire Waste Partnership held at Shire hall, Gloucester on Tuesday 22nd October, 2013.

Present:

Cheltenham Borough Council

Cllr Roger Whyborn
Jane Griffiths

Cotswold District Council

Claire Locke

Forest Of Dean District Council

Peter Hibberd

Gloucester City Council

Cllr Sajid Patel
Ross Cook

GCC

Cllr Stan Waddington

Stroud District Council

Ray Figg

Tewkesbury Borough

Cllr Jim Mason
Julie Davies
Rachel North

Joint Waste Team

Steve Read
Tony Childs
Andy Pritchard

1. WELCOME AND INTRODUCTIONS

Chairman of the Gloucestershire Waste Partnership, Councillor Stan Waddington, welcomed everyone to the meeting.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from: Councillor David Fowles (Cotswold District Council); Councillor Martin Quaile, (Forest of Dean District Council); Councillor Simon Pickering, (Stroud District Council); Councillor Ray Theodoulou, (Gloucestershire County Council); Jo Walker, (Gloucestershire County Council), and Carlos Novoth, (Stroud District Council).

3. MINUTES

The minutes of the Gloucestershire Waste Partnership meeting on 31 July 2013 were confirmed and agreed as a correct record of that meeting.

4. ACTIONS

The Chairman gave an update on the actions from the previous meeting and confirmed that the following actions had been completed.

- a) Fly-tipping was added to the list of items for consideration at future meetings.
- b) Waste collections during adverse weather conditions would be considered by the Joint Waste Committee at its meeting later that afternoon.
- c) Head of Service, Steve Read, updated members on the cabinet decision on the procurement options for the treatment of food and garden waste. He informed members that, since the last meeting, prequalification questionnaires had been issued, indicating 20 informal expressions of interest, which was thought to be encouraging. The deadline for the questionnaires was December 2013, from which

a short list of tenders would be invited to submit their proposals before February 2014. Members noted that an industry day had been scheduled for 14 November 2013, at which a formal presentation would be made. With the procurement process on schedule, it is anticipated that the service implementation date will be October 2014.

- d) Having sought member's views on the arrangements for future meetings, it had been agreed that the Gloucestershire Waste Partnership meeting would take place at 11.00am before commencing the Joint Waste Committee at 2.30 pm the same day. Refreshments would be provided for those members attending both meetings.
- e) Members noted the times and dates of future meetings.

5. GREENPOINTS PRESENTATION

Josh Cleall and Graham Simmonds from the Green Rewards Company gave a presentation on the Local Green Points Scheme, an incentive scheme designed to reward households who sign up to carry out more recycling and reduce the amount of waste going to landfill. Working with local retailers, the scheme offers a wide range of discounts and benefits, in addition to awarding green points from which participants can donate to charity projects, (including local schools), that have been selected by a Local Community Leaders Panel.

Launched in May 2013 as a 10 month pilot scheme for Cheltenham Borough Council in partnership with Gloucestershire County Council, the Gloucestershire Green Points Scheme is the first of its kind in Gloucestershire. Involving over 5,000 households, the launch was met with a positive response.

Responding to questions on the cost effectiveness of the scheme, Graham Simmonds outlined some of the set up costs and financial implications involved, and said that, should any of the other Gloucestershire authorities wish to participate in the future, the arrangements would depend on how successful the current scheme was.

More information on the scheme can be found at the following link:

<http://www.greenrewards.co.uk/lgp/gloucestershire>

6. TERMS OF REFERENCE

Head of Service, Steve Read, explained that, although the Joint Waste Committee had formed in April 2013, it would be necessary to agree revised terms of reference for the current partnership arrangement involving the seven authorities in Gloucestershire who continued to meet and engage on waste matters.

Highlighting some of the differences between the original and the revised terms of reference, the Head of Service suggested that the revised membership comprise the elected member with responsibility for waste management, plus one other member, and the Strategic Director or Head of Service for waste management from each local authority.

Whilst the partnership would continue to meet on a quarterly basis, it was suggested that the Chairman and Vice Chairman for the partnership be elected for an annual term, and

that the Vice Chairman should represent a different local authority to the Chairman. Based on a proposal that the election of Chairman and Vice Chairman take place at the meeting immediately following the annual council meeting, it was later agreed that Cllr Stan Waddington should continue as the current Chairman until the first meeting after the Annual Meeting on 10 June 2014.

Acknowledging concerns about the potential repercussions of forming a larger membership, it was later suggested that the membership remain at one member from each authority, plus an officer, as the core membership, with additional members welcome to attend the meeting as observers. The Head of Service agreed to amend the terms of reference, which would be presented for formal adoption at the next meeting.

Action by – Head of Service

7. JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY ACTION PLAN UPDATE

Andy Pritchard, from the Joint Waste Team, gave an update on the Gloucestershire Joint Municipal Waste Management Strategy Action Plan.

Referring to section 11.4 of the strategy, members were reminded of the commitment to undertake a review of the action plan at the end of every five years, (a recommendation from the previous government).

Based on this requirement, the Joint Waste Team was currently considering whether to accommodate a strategy review exercise towards the end of the next business plan year based on the following reasons: -

- a) The 5 year review cycle is due;
- b) Most planned service changes have been completed;
- c) To reflect changes in national policy and legislative context;
- d) To understand the commitments required to close the gap between current performance and targets – this is particularly relevant given the ongoing financial pressure on service delivery;
- e) As an agreement between all partners, it is necessary for all partners to agree the action plan;

To undertake the review, the Waste Team to consider: -

- a) What resources are available, both in terms of staff and finance;
- b) What type of review will be required (light touch or full review);
- c) What processes to follow and who to involve.

Whilst some members believed it might be useful to undertake a full review of the action plan, others recognised the costs involved, and suggested considering a GAP analysis from which to prioritise targets in line with activities carried out elsewhere in the country. Having noted the implications of each of the options, it was suggested that the Joint Waste Team arrange a meeting with equivalent officers from each of the partner authorities to discuss how best to approach the review, the outcome of which to be considered at the Gloucestershire Waste Partnership meeting in February 2014.

Action by – Joint Waste Team

8. PERFORMANCE REPORT

In 2008, the Gloucestershire Waste Partnership had adopted the Joint Municipal Waste Management Strategy (JMWMS), setting out the county's objectives and targets from which to deliver sustainable waste management and diversion of waste from landfill for the period up to 2020.

Tony Childs from the Joint Waste Team reported progress to date towards meeting the following targets: -

- a) Increasing the county recycling and composting rate to 60 per cent by 2020, and
- b) Reducing residual waste per capita to 228kg (equivalent to 495kg per household) by the same year.

Details of the progress made during the first and second quarter 2013/14, including the variances with the preceding year and the forecast for the remainder of the year, are attached for information.

In noting the information, members acknowledged the challenge of working with slightly more ambitious targets and the focus placed on increasing recycling rates. It was later suggested that it might be useful for the partnership to consider changing the target criteria in order to aid and improve performance.

9. SERVICE UPDATES

The Chairman invited Andy Pritchard from the Joint Waste Team and each of the partner authorities to give a brief update of activities in their area.

The following points were made:-

Cheltenham Borough

- a) The Green Points Food Waste Rewards Scheme is progressing well with a good response from those who have signed up to the trial.
- b) Oil recycling had been introduced at the Swindon Road Recycling Centre.
- c) A review of the trade waste service will be undertaken
- d) A bulky waste service review is underway
- e) Exploring opportunities from which to introduce mixed rigid plastics and heavy cardboard collections, and the potential to increase the range of recycling available to residents at bring sites and Swindon Road

Gloucester City

- a) A new contractor had taken over the waste collection service.
- b) A re-branding exercise of changes to vehicles and uniforms to follow.
- c) An overview and scrutiny task group has been established to consider options for recycling collections to change from weekly to fortnightly.

Cotswold District

- a) The council to investigate the potential of introducing a trade waste service in the Cotswolds.
- b) Three possible have been identified for the new Cotswold District Council Depot. Negotiations are underway with relevant landowners.

Tewkesbury Borough

- a) An operational service review will be undertaken to consider all services including waste.
- b) The date for the expressions of interest for the new waste contract will close on 25 October followed by invitations to tender on 11 November 2013.

Forest of Dean District

- a) The council reached its first anniversary of the new waste service operation, with a dramatic reduction in the amount of waste being sent to landfill. A press release was issued to thank residents for their cooperation.
- b) Garden Waste Service – the annual mailing of the collection calendar and garden waste subscription reminder was sent out in February. To date, the council has sold 16,264 licenses as compared to 15,000 the previous year, which means the service is now cost neutral.
- c) The Health and Safety Executive carried out an inspection/intervention visit in September. The council is currently awaiting the inspection report following the audit on the management of health and safety responsibilities by both the contractor and the local authority.
- d) The Forest of Dean participated in a sampling project to assess levels of contamination from samples of kerbside recyclate. The results identified the materials collected by the Forest of Dean are of high quality, with a low contamination content. This is a further demonstration of the success of the council's communication process on what to recycle.
- e) The waste team attended Ruardean Carnival, Coalway Festival and Taurus Crafts to promote food waste and recycling. The Environmental Promotions Officer also attended Staunton and Corse Brownies to promote reuse and recycling. The Waste Education Officer from the Joint Waste Team and the Environmental Promotions Officer took part in Gloucestershire Libraries' annual summer reading challenge by visiting 3 local libraries to deliver education and craft activities using recycled materials.
- f) An expression of interest for WRAP funding for a project to address potential barriers to food waste collection was unsuccessful. The council will monitor the progress of other WRAP funded trials, including that of Somerset, to consider what learning can be applied to Gloucestershire.

- g) Following an e-petition to initiate the kerbside collection of cardboard and plastics, the council carried out a costing exercise before submitting a report to Full Council to report that an additional £240k per annum would be required to introduce this service. Given the council's current financial pressures, it is unfeasible for the council to introduce such a service at this time. The report recommended that the Joint Waste Team would continue to explore opportunities that might arise in the future.

Stroud District

Ray Figg, Head of Cultural Services at Stroud District Council, reported the following information: -

- a) The Multi Services Contract with Veolia finishes in June 2016. The contract includes refuse collection, recycling, street cleaning, grounds maintenance, and building cleaning.
- b) A paper to the Environment Scrutiny Committee will give a general overview of the present service, an overview of the role of the GWP and GJWC and a request to set up a task and finish group to explore the different options relating to i) delivery and service; ii) resource considerations iii) procurement options.
- c) APSE Solutions have been commissioned to review the latest trends in the delivery of the services included in the council's Multi-Service Contract as this will feed into the 'task and finish group' Informal discussions have also been on going with the Joint Waste Team Steve Read/Tony Childs and Ubico
- d) Ray confirmed that this would be his last meeting as he would be commencing a new post at the London Borough of Sutton.

Gloucestershire County

- a) A 'black bag splitting trial' is underway, aiming to recover around 50 per cent of what people throw away into residual waste.
- b) Focussing on food waste, the Joint Waste Team to repeat its Joint Waste Christmas Campaign.

10. DATES OF FUTURE MEETINGS

19 December 2013

11 February 2014

17 April 2014

10 June 2014

CHAIRPERSON

Meeting concluded at 12.50 pm