

**Forest Heath District Council
St Edmundsbury Borough Council**

**WEST SUFFOLK WASTE
AND STREET SCENE
SERVICES JOINT
COMMITTEE**

23 OCTOBER 2009

REPORT NO

A262

**Report of the Strategic Director (Services) (FHDC)
and the Corporate Director Economy and Environment
(SEBC)**

**Progress on delivering the 2009/2010 Joint Service Plan and Suggested Priorities
for 2010/2011**

Synopsis:

This report seeks to update the Joint Committee on progress made against the key tasks in the 2009/2010 Joint Service Plan. It also identifies key partnership priorities for the 2010/2011 Joint Service Plan and asks members to discuss and agree the priorities to be developed and presented in a draft Joint Service Plan report to the Joint Committee on 15 January 2010.

Commentary:

- 1 At the meeting of the West Suffolk Waste and Street Scene Services Joint Committee on 20 March 2009, members approved the Joint Service Plan for 2009/10 (paper JWC09/023X). The Joint Service Plan is intended to aid the integration of service delivery and enable the Joint Committee to manage the delivery of services in accordance with the Partnering Agreement.
- 2 This report provides a summary of progress to date against key tasks identified in the Joint Service Plan 2009/2010.
- 3 This report also seeks member approval for identified partnership priorities to be developed and included in the 2010/2011 Joint Service Plan.

Delivering the Service Plan

- 4 The key initiatives identified in the 2009/2010 Joint Service Plan have been progressed through the identification of a lead officer responsible for the delivery of each initiative. Progress has been monitored through regular reports provided to the monthly Joint Operations Meetings and where required separate project groups with representatives from both authorities have been set up. Joint agreement on the

outcomes of these projects and initiatives has been sought through the Joint Operations meeting and, where necessary, the Joint Committee meetings.

Progress to date

- 5 The table below outlines the key tasks and initiatives identified in the Joint Service Plan 2009/2010. For each of these initiatives the table outlines the progress has that has been made to date. Where the task has not been achieved by the completion date or where further work is required to complete the task it has been highlighted.

Progress Against Milestones

Task/Initiative 1: Further develop partnership working between the two authorities		
Milestone	Completion Date	Progress
Decide on the most appropriate course of action for the partnership following the formal announcement of the LGR process decision.	Aug 09	<ul style="list-style-type: none"> LGR decision has not been announced. Decision has been made to continue to progress the partnership. Report to update members on the progression of the partnership (Report A265)
Review and develop joint policies and identify opportunities for further joint working.	Ongoing	<ul style="list-style-type: none"> Report to update member on progress of the partnership (Report A265)
Work with the Suffolk Waste Partnership to deliver the policies and actions within the Joint Municipal Waste Management Strategy for Suffolk.	Ongoing	<ul style="list-style-type: none"> Work with the Suffolk Waste Partnership is ongoing with involvement with the Suffolk Waste Management Group and Member / Director groups.

Task/Initiative 2: Development and implementation of a strategy to reduce litter and detritus.		
Milestone	Completion Date	Progress
Develop a strategy for the reduction of litter and detritus.	April 09	<ul style="list-style-type: none"> A key element of this strategy is the delivery of a campaign to raise awareness and reduce litter across the districts. The No Excuses campaign has been delivered over the past six months targeting priority types of litter. Work has commenced to develop a strategy to progress the campaign further to incorporate the proportionate and targeted use of enforcement.
Improve analysis of NI195 to assist in co-ordinating more effective cleansing schedules.	June 09	<ul style="list-style-type: none"> Interim measures are in place to feedback where NI195 inspections show an area falls below the required standard. A review of the efficiency and effectiveness of the cleansing operation is required.
Develop a street cleansing training programme.	August 09	<ul style="list-style-type: none"> A training programme for street cleansing operatives has been delivered in FHDC and a similar package has been developed in SEBC. Work is underway to combine the

		training material and develop a joint programme of delivery.
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Task/Initiative 3: Review operational staff contracts and conditions and waste collection rounds.		
Milestone	Completion Date	Progress
Agree on a joint approach to staff notification and consultation.	January 09	<ul style="list-style-type: none"> Joint staff consultation undertaken during January, February and March 09.
Discuss initial findings with the Joint Committee.	March 09	<ul style="list-style-type: none"> Paper JWC09/024X presented to Joint Committee on 20 March 2009.
Analysis of staff contract and conditions following results from round review.	April 09	<ul style="list-style-type: none"> Review of contracts and job descriptions undertaken. Actions limited due to the uncertainty concerning future residual waste treatment.
Further project actions to be determined following the staff consultation phase.	Subject to task 1.	<ul style="list-style-type: none"> Further actions to be specified in joint service plan 2010/2011

Task/Initiative 4: Improve the capture rate and quality of waste recovered from the municipal waste stream for recycling and composting.		
Milestone	Completion Date	Progress
Ongoing phased monitoring of bin contamination.	Ongoing	<ul style="list-style-type: none"> A review of the use of the red and yellow stickers has been undertaken by both authorities. FHDC and SEBC have taken a lead in a Suffolk wide review of the effectiveness of the sticker system. Some issues resulting in an increase in load rejections due to more stringent sampling methods have been experienced due to process and staff changes at Lackford. These issues have been resolved. Specific rounds that have experienced contamination above the sampling tolerance levels have been targeted and the issues identified and resolved. Waste Development Officer recruited to work across both authorities to specifically target issues such as bin contamination.

Produce communications strategy including waste minimisation and reuse activities.	April 09	<ul style="list-style-type: none"> Joint communications strategy and events calendar presented to Joint Committee March 09 paper JWC09/021. This communication plan has been fed into a Suffolk wide communications plan that is in the process of being developed and prioritised.
Review participation in communal areas.	June 09	<ul style="list-style-type: none"> No progress, this will be picked up by the new Waste Development Officer.
Undertake a number of waste minimisation specific campaigns.	March 10	<ul style="list-style-type: none"> The joint Communications Strategy includes a number of waste minimisation campaigns and activities which could be delivered subject to officer time. The No Excuses campaign has been delivered as a priority for 2009/2010. The Love Food Hate Waste campaign will be launched in November in line with the European week for Waste Reduction.
Undertake an investigation into the potential for the re-use of bulk household waste.	Sept 09	<ul style="list-style-type: none"> A project has been set up to review the joint delivery of the bulk collection service. Operational changes have been implemented to bring the FHDC and SEBC services into line. The potential use of third sector organisations to re-use good quality items collected through the bulky collection service is being investigated.
Trial options for the recycling and composting of street sweepings/litter.	March 10	<ul style="list-style-type: none"> Trial undertaken which highlighted the potential for the composting of street sweepings. SEBC are composting all rural street sweepings. Further work required in FHDC to analyse rural and urban sweepings.

Task/Initiative 5: Review provision of recycling sites and bring bank service.		
Milestone	Completion Date	Progress
Analysis of recycling site performance.	April 09	<ul style="list-style-type: none"> Analysis of bring site performance undertaken. FHDC own bring sites have been re-furbished and onsite and directional signage installed. A plan for the upgrade of contractor banks has been developed.

Identify additional recycling site or banks required.	August 09	<ul style="list-style-type: none"> Bins added to high performing sites. Additional sites identified.
Investigate opportunities for 'super' recycling sites.	November 09	<ul style="list-style-type: none"> No progress
Identify opportunities for joint provision of recycling sites.	March 10	<ul style="list-style-type: none"> No progress

Task/Initiative 6: Identify options and agree proposals for the phased implementation of trade waste recycling.		
Milestone	Completion Date	Progress
Review opportunity for a joint approach to trade waste recycling contract.	June 09	<ul style="list-style-type: none"> Joint trade waste recycling contract not possible due to operational constraints. SEBC are using Lackford and FHDC are using Hockwold as the reception point for trade waste recycling.
Phased development of trade waste recycling to final roll out.	July 09	<ul style="list-style-type: none"> Trade waste recycling implemented across both districts. FHDC are collecting mixed paper and card and SEBC are collecting mixed recycle. Further work is required to develop these services and market the service to a greater percentage of businesses, particularly within FHDC.

Task/Initiative 7: Development and implementation of a fleet management strategy for all council owned vehicles.		
Milestone	Completion Date	Progress
Develop strategy	Oct 09	<ul style="list-style-type: none"> Fleet management software installed at SEBC. IT input required to roll the software out to FHDC. Strategy is being developed and will be presented to Committee during March 2010.
Adoption of strategy by Council	Dec 09	<ul style="list-style-type: none"> See above

Task/Initiative 8: Delivery of the Diversion Incentive Fund provided by Suffolk County Council.		
Milestone	Completion	Progress

	Date	
Delivery of project 1 (SEBC): expansion to brown bin and trade dry recyclable (£276,695)	March 09	<ul style="list-style-type: none"> Expansion to brown bin service including procurement of bins completed. Procurement of vehicle still outstanding.
Delivery of project 2 (SEBC): Implementation of 'Recycling on the Go' (£13,000)	June 09	<ul style="list-style-type: none"> Recycling litter bins have been procured and sites have been identified. Awaiting quote for installation.
Delivery of project 3 (FHDC): Implementation of trade waste recycling service (£60,000)	June 09	<ul style="list-style-type: none"> Trade waste recycling service introduced across the district. Plan for the development and expansion of the service needs to be developed but has been delayed due to lack of resources

Task/Initiative 9: Impact of Local Government Reorganisation.		
Milestone	Completion Date	Progress
Contribution to the Suffolk Waste Partnership investigation into a joint waste authority approach to waste services.	Ongoing	<ul style="list-style-type: none"> Options are being considered for the development of a joint approach in Suffolk, although development of the FHDC/SEBC partnership is progressing.

Task/Initiative 10: Changes in central policy and impacts of new legislation.		
Milestone	Completion Date	Progress
Preparation for the implementation of the EU Batteries Directive into UK law.	April 09	<ul style="list-style-type: none"> Report JWC09/018 summarises our response to these consultations and the potential impact of the directives on the authorities.
Amendments to the WEEE Directive and Hazardous Waste Directive.	April 09	<ul style="list-style-type: none"> As above
Amendments to the Animal By-Products Regulations.	April 09	<ul style="list-style-type: none"> As above

Task/Initiative 11: Develop joined up approach to enforcement to improve performance.		
Milestone	Completion Date	Progress
Review current methods of working a protocols	July 09	<ul style="list-style-type: none"> A review of current ways of working is underway. It is expected that changes to the organisational structure will result in more coordinated working.

Develop strategy for joint working approach.	December 09	<ul style="list-style-type: none"> To be developed once new ways of working have become embedded.
Introduce plan for performance improvement.	March 10	<ul style="list-style-type: none"> Plan for improved performance on enforcement to be included in Joint Service Plan 2010/2011.

Task/Initiative 12: Review provision and distribution of sacks to difficult to reach areas.		
Milestone	Completion Date	Progress
Review potential to provide sacks in areas of limited access and storage.	April 09	<ul style="list-style-type: none"> Report JWC09/010 outlines policy revision required to SEBC sack collection policy.
Implement revised changes to collection schedules in town centres.	May 09	<ul style="list-style-type: none"> Changes to policy implemented.

Task/Initiative 13: Carry out sustainability impact assessment.		
Milestone	Completion Date	Progress
Carry out sustainability impact assessment/risk assessments in support of the council's Sustainability Policy and the Suffolk Local Area Agreement in respect of tackling climate change.	Ongoing	<ul style="list-style-type: none"> Sustainability risk assessment undertaken August 2009.

Key impacts on delivering the Service Plan

- 6 The recent requirement to review the residual waste disposal requirements and the impact of the interim solution proposed by Suffolk County Council has required significant input from key officers. This in turn has had a knock on impact on the delivery of some of the key tasks and initiatives identified within the Service Plan.
- 7 The following operational projects and activities have been identified as priorities for delivery by the partnership and will be included in and developed upon in the 2010/2011 Joint Service Plan.
 - (a) Further progression of the Joint Partnership including work towards developing a more unified management structure and integrated ways of working.
 - (b) Review of rounds, identification and implementation of the changes required to meet the new SCC contract for the disposal of residual waste.
 - (c) Implementation of a joint process for bin deliveries and bulky waste collections, including a review of policy and pricing.
 - (d) Review of procurement activities and implementation of a joint process for the procurement and management of bin stocks.
 - (e) Review of the delivery of the individual trade waste services and the development of an action plan to maximise income and diversion and ensure waste DIF (Diversion Incentive Fund) targets are met.
 - (f) Review and alignment of bring site contracts to upgrade the facilities and ensure regular site maintenance.
 - (g) Development of phase 2 of the No Excuses campaign and development of a strategy for issuing Fixed Penalty Notices (FPNs).

Finance/Budget/Resource Implications

- 8 To date there have been no financial or resource implications as all the key tasks have been delivered within existing budgets.
- 9 The progression of the waste partnership, including recent changes to the structure, are expected to provide financial savings that will be shared between the authorities.

Environmental Impact and Sustainability

- 10 The Joint Service Plan aims to contribute positively to the provision of sustainable waste and street scene services.

Policy Compliance/Power

- 11 The Joint Service Plan requirements are in line with the Partnering Agreement and will support both council policies and objectives.

Performance Management Implications

- 12 The Joint Service Plan will contribute to Council objectives and priorities and will be supported by performance monitoring in line with the corporate requirements of each authority.

13 Delivery of the Joint Service Plan will also support delivery of key National Indicators.

Legal Implications

14 There are no legal implications.

Human Rights Act and Diversity Implications

15 Full consideration of equality and diversity implications are outlined in Part C of the Joint Service Plan.

Crosscutting Implications

16 Both Councils are working together to deliver the Joint Service Plan and will engage with other council departments and external groups where appropriate.

Risk Assessment

17 Each of the key tasks contained within the Joint Service Plan has been individually risk assessed.

Council Priorities

18 The Joint Service Plan contributes to the following priorities:

Forest Heath:

- (a) Community engagement and communication;
- (b) Community safety; and
- (c) Street scene and environment.

St Edmundsbury:

- (a) Raise standards and corporate efficiency;
- (b) Improve the safety and well being of the community; and
- (c) Secure a sustainable and attractive environment.

Recommendation:

19 It is recommended the Committee:

- (1) Notes the progress made to date against the tasks identified in the Joint Service Plan 2009/2010; and
- (2) Reviews and advises on the priority partnership activities to be progressed in 2010/2011.

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