

MINUTES of the **WEST SUFFOLK WASTE AND STREET SCENE SERVICES JOINT COMMITTEE** held at the District Offices, College Heath Road, Mildenhall on Friday 15 June 2012 at 10.00 am.

PRESENT:

Councillors:

Forest Heath District Council

S J Edwards

N A Roman

St Edmundsbury Borough Council

D A Ray

P A Stevens

Also in attendance:

Forest Heath District Council (FHDC)

M Christie, Service Manager (Environment and Waste)

K Marley, Head of Environmental Services

N McCurdy, Strategic Director (Services)

P Weller, Legal Executive

L Williams, Waste Awareness Officer

S Turner, Committee Administrator (Team Leader)

St Edmundsbury Borough Council (SEBC)

P Clifford, Fleet and Technical Manager

S Pell, Corporate Director (Economy & Environment)

B Polley, Apprentice

C Silverwood, Operations Manager

M Walsh, Head of Waste and Street Scene Services and Projects

APOLOGIES

There were no apologies for absence.

SUBSTITUTES

There were no substitutes at the meeting.

040. **ELECTION OF CHAIRMAN FOR 2012/2013**

It was proposed, duly seconded and with the vote being unanimous, it was

RESOLVED:

That Councillor N A Roman (FHDC) be elected as Chairman for 2012/2013.

041. **APPOINTMENT OF VICE CHAIRMAN FOR 2012/2013**

It was proposed, duly seconded and with the vote being unanimous, it was

RESOLVED:

That Councillor P A Stevens (SEBC) be appointed as Vice-Chairman for 2012/2013.

042. **PUBLIC PARTICIPATION**

There were no questions/statements from members of the public.

043. **CONFIRMATION OF MINUTES**

The minutes of the meeting held on 23 March 2012 were unanimously accepted by the Committee as an accurate record and signed by the Chairman.

044. **SERVICE LEVEL AGREEMENTS (REPORT NO JWC12/045)**

The Head of Waste and Street Scene Services and Projects (SEBC) presented this report which recommended extending the Service Level Agreements relating to vehicle maintenance, A14/A11 litter clearance and rural channel sweeping for a further period of one year.

The Officer referred to paragraphs 12. to 14. of the report which set out the proposed charges for 2012/2013. Members requested clarification on the process used for the determination of the level of these charges. The Officer explained that the fees had been calculated on previous performance, savings achieved and operational costs (ie vehicle maintenance, waste disposal, fuel costs and salary costs etc.).

Members referred to the A14/A11 litter clearance service and queried the flexibility of resources having to be diverted unexpectedly elsewhere. The Officer explained that working practices on the highway were governed by strict safety and operational rules which had to be complied with. Charging mechanisms were also in place to cover for unexpected works. Discussions were also taking place with the Highways Agency to try to co-ordinate works, as was practically possible to do so.

With the vote being unanimous, it was

RESOLVED:

That the extension of the Service Level Agreements relating to vehicle maintenance, A14/A11 litter clearance and rural channel sweeping for a further period of one year, subject to the fees identified at paragraphs 12., 13. and 14. of Report No JWC12/045, be approved.

045. **VEHICLE ADVERTISING (VERBAL)**

The Service Manager (Environment and Waste) (FHDC) informed Members that the new refuse and street cleansing vehicles had been ordered. As part of the new design and colour scheme, advertising on the side panels of the vehicles was also being explored. For the smaller vehicles this would involve a permanent rigid skin on the side of the vehicle. For the larger vehicles, a curtain system would be used which would be attached to the side of the vehicle. A design brief for the branding for the vehicles had been issued to local agencies. The brief had been left fairly wide and it was hoped that the designs would reflect both Councils' core objectives and achievements within the community.

Responses to the design brief were due by the end of June 2012, with the chosen brand being developed for mid July 2012. Once the preliminary designs had been received, Members would be given the opportunity to view/comment on these.

Members queried whether commercial advertising would also be incorporated as part of this new branding. Officers explained that the main purpose of the branding was to deliver the messages which both Councils' wanted to promote as part of the waste service. Officers explained that commercial sponsorship had been considered, but it raised various complex issues with regard to perceived product endorsement, monitoring and administration.

Members also requested an update on the other aspects of the vehicle livery in respect of the new vehicles. Officers explained that the West Suffolk logo would appear on the cab doors, on each side of the vehicle. Both Councils' contact details would continue to be visible on the vehicles. The emphasis on the new livery would be around the 'West Suffolk Working Together' branding, as had previously been reported to the Committee. Members wished to ensure that members of the public were still able to recognise that the service was continuing to be provided by both Councils', working in partnership.

With the vote being unanimous, it was

RESOLVED:

That the update be noted.

046. **SUFFOLK WASTE PARTNERSHIP (SWP) – TEXTILES PROJECT (VERBAL)**

The Waste Awareness Officer (FHDC) provided Members with an update on the implementation of the Textiles Project within Suffolk. From 18 June 2012, an initial letter would be delivered, by Royal Mail, to all households to explain this new scheme. A pack would then be issued to all households from 2 July 2012, which would include a guide and the new recycling bag.

Refuse crews, operational, support and Communications staff had been appropriately briefed. The Strategic Director (Services) also stated that an article should be placed within the internal 'West Suffolk Wavelength', along with information being provided to all Councillors at both authorities, to ensure that they were aware of the scheme, before it went 'live' from 2 July 2012.

Members wished to ensure that the two USAF Bases (Lakenheath and Mildenhall), along with RAF Honington had also been included within this scheme. The Officer stated that the use of postcodes, with the Royal Mail, should have ensured that these Bases were included. However, he would also liaise with the appropriate Housing Officers/Base Commanders to ensure that the packs were delivered.

Members raised concerns regarding the potential impact of this scheme on the donations of clothing to charities. The Strategic Director (Services) stated that work would be undertaken to ensure that residents were informed that the textiles scheme was for residual waste and not necessarily for the type of clothing that would be donated to charities.

In terms of the publicity for the launch of this scheme, the Waste Awareness Officer explained that the following had also been arranged:

- Newspaper advertisements in the East Anglian Daily Times, Ipswich Evening Star, Lowestoft Journal and the Anglian Group of Newspapers – by the end of June 2012.
- Press release - end of June 2012.
- Radio advertisement – over a 10 day period.
- Roadshows would be held in Brandon, Bury St Edmunds, Haverhill, Mildenhall and Newmarket.
- Information would also be located on both Councils' Websites.

With the vote being unanimous, it was

RESOLVED:

That the update be noted.

047. **PROGRESS ON DELIVERING THE 2011/2012 JOINT WASTE SERVICE PLAN AND REVIEW OF PERFORMANCE (REPORT NO JWC12/046)**

The Service Manager (Environment and Waste) presented this report which updated Members on progress against key tasks in the 2011/2012 Joint Service Plan, as set out in Table 1, along with the related Service Indicators, as set out in Table 2.

With regard to the information contained within Table 2, Members queried as to why some of the data was unavailable for 2011/2012 for St Edmundsbury Borough Council. The Officer explained that this had been caused by the removal of the national indicators by Central Government. Since that time, work had been undertaken to devise local indicators across both Councils' and measurement would now be able to commence from 2012/2013.

Members referred to the data listed within Table 2 and wished to ensure that, in future, the context of this information was reported in such a way as to be able to highlight the achievements within this data. The Head of Environmental Services (FHDC) concurred with the comments made by Members and would look to revise the reporting mechanism in the future.

The Legal Executive also took the opportunity to inform the Committee of the recent success for the Council in relation to fly tipping prosecutions.

With the vote being unanimous, it was

RESOLVED:

That:-

1. The progress made against the projects identified in the Joint Service Plan 2011/2012, be noted.
2. The performance in relation to the Service Performance Indicators, be noted.

048. **DATES OF FUTURE MEETINGS**

With the vote being unanimous, it was

RESOLVED:

That the dates for future meetings be noted as:

Friday 19 October 2012
Friday 18 January 2013
Friday 22 March 2013

These meetings would commence at 10.00 am and would be held at Forest Heath District Council.

049. **EXCLUSION OF THE PRESS AND PUBLIC**

With the vote being unanimous, it was

RESOLVED:

That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against each item.

050. **UPDATE ON THE PROCUREMENT OF WASTE TRANSFER AND RECYCLING SERVICES (REPORT NO JWC12/047X) (PARA 3)**

The Head of Waste and Street Scene Services and Projects (SEBC) presented this report which provided an update on the proposals for the joint procurement of waste transfer and recycling infrastructure services in Suffolk.

The report also outlined a number of options which were currently being considered by the Suffolk Waste Partnership (SWP) in relation to this procurement.

With the vote being unanimous, it was

RESOLVED:

That:-

1. The contents of the report be noted.
2. The respective Portfolio Holders at Forest Heath District Council and St Edmundsbury Borough Council to remain fully engaged with the Suffolk Waste Partnership (SWP) colleagues throughout the decision making process.
3. A further report be submitted to the West Suffolk Waste and Street Scene Services Joint Committee to update Members on the progress of this procurement.

The meeting closed at 11.40 am.