

MINUTES of the **WEST SUFFOLK WASTE AND STREET SCENE SERVICES JOINT COMMITTEE** held at the District Offices, College Heath Road, Mildenhall on Friday, 19 October 2012 at 10.00 am.

PRESENT:

Councillors:

Forest Heath District Council

N A Roman (Chairman)

S J Edwards

St Edmundsbury Borough Council

P A Stevens (Vice Chairman)

D A Ray

Councillor T Buckle (St Edmundsbury Borough Council) was also present to observe the meeting and left prior to the consideration of Report No. JWC12/049X – Update on the procurement of Waste Transfer and Recycling Services.

Also in attendance:

M Christie, Business Manager (Waste & Street Scene)

P Clifford, Fleet and Technical Manager

M Culver, Waste Projects Officer

D Lingard, Operations Manager

K Marley, Head of Environmental Services

C Silverwood, Operations Manager

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

P Weller, Legal Executive

L Williams, Waste Awareness Officer

S Dwan, Committee Administrator (Temporary)

APOLOGIES

There were no apologies for absence.

SUBSTITUTES

There were no substitutes at the meeting.

253. **PUBLIC PARTICIPATION**

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

254. **CONFIRMATION OF MINUTES**

The minutes of the meeting held on 15 June 2012 were unanimously accepted by the Committee as an accurate record and signed by the Chairman.

255. **SENIOR MANAGEMENT RESTRUCTURE**

Councillor N A Roman commented on the recent changes that had taken place due to the Senior Management Restructure and extended his congratulations to Mark Walsh on his appointment as the Head of Waste Management & Property Services effective from 1 November 2012, and Mark Christie on his appointment as Business Manager, Waste & Street Scene.

The Chairman also thanked Keith Marley, Head of Environmental Services, and Sandra Pell, Corporate Director of Economy and Environment (who was not in attendance) for the valuable contributions that they had made to the work of the Committee and both authorities, over a number of years of service.

256. **PROGRESS OF DELIVERING THE 2012/2013 JOINT WASTE SERVICE PLAN AND REVIEW OF PERFORMANCE (REPORT NO JWC12/048)**

The Business Manager (Waste & Street Scene), presented this report which updated the Joint Committee on progress against the key tasks in the 2012/2013 Joint Service Plan for West Suffolk as set out in Appendix 1, together with the Service Indicators set out in Table 2. It was noted that the report followed the standard format and covered performance for the first Quarter, April to June 2012.

Summarising the overall position, the Business Manager (Waste & Street Scene) stated that over 50% of service indicators were currently on target which, as performance was cumulative, was the position expected at Quarter 1.

The trend for levels of residual household waste for the joint West Suffolk authorities had shown an overall increase which equated to 3kg per household. It was noted that some trade waste had been re-categorised, as domestic waste, which had impacted on the figures. Recycling from brown and blue bins, street sweepings and white metals had increased by a total of 501 tonnes which had a positive impact on the percentage recycled and composted in comparison to the same period last year.

The Business Manager (Waste & Street Scene) acknowledged that there had been some issues with performance in the street cleansing, littering and detritus indicators which had failed to meet targets to-date. However, management had taken a number of positive remedial actions and anticipated that performance would improve during the year.

Problems with gaining access for road sweeping, caused by on-road parking, had been ongoing. Officers were continuing to use a number of methods to improve performance where possible. In response to a query from Members, the Business Manager (Waste & Street Scene) replied that Metropolitan areas tended to rely heavily on enforcement rather than working with residents in respect of access.

Performance for fly-tipping had moved into 'Not Effective' as a result of five additional incidents compared to the same period last year. To achieve 'Effective' within this Performance Indicator, there had to be a continuously increasing number of enforcement actions, coupled with a continuous reduction of incidents. Therefore, any marginal increase in incidents would result in a 'Not Effective' Performance Indicator. The Business Manager (Waste & Street Scene) informed the meeting that fly tipping, in West Suffolk tended to be caused by irresponsible residents rather than criminal acts of illegal tipping. Members requested that consideration be given to changing this Performance Indicator to provide more detail.

Members commented that when the final structure of the Department was in place, the savings that had been achieved should be quantified and publicised, in recognition of the success of the first joint venture.

With the vote being unanimous, it was

RESOLVED:

That:-

1. Progress made against the projects identified in the Joint Service Plan 2012/2013, be noted.
2. The performance in relation to the Service Performance Indicators be noted.

257. **UPDATE ON VEHICLE SIGN BRANDING PROJECT (VERBAL)**

The Waste Projects Officer presented a verbal update on the progress of the Vehicle Sign Branding project. A number of slides showed the final design selected. This design had also been submitted to the Joint Management Team, and Communications. The style and concept was simple and clear, the image of the ribbon, taken from the original West Suffolk logo, being extended along the length of all of the vehicles in the fleet, reiterated the joint working partnership ethos.

The commercial message '*Job Done*' would be used on trade refuse trucks making a bold statement about the ability to deliver the services detailed on the truck, simply and with no fuss.

The Business Manager (Waste & Street Scene) informed Members that vehicle signage was one element of a wider marketing campaign, additional literature and information was produced for trade fairs and other business events.

The Waste Projects Officer informed the meeting that work had now started on wording and iconography for domestic vehicles which would fit in with the overall look and encourage positive changes in behaviour, for instance in relation to recycling.

With the vote being unanimous, it was

RESOLVED:

That the update be noted.

258. **UPDATE ON SUFFOLK WASTE PARTNERSHIP (SWP) TEXTILE PROJECT (VERBAL)**

The Waste Awareness Officer presented a verbal update on the progress of the textile project. The scheme had been launched on 21 July 2012 and had generated 60 Tonnes of recycled textiles in West Suffolk to date. Anecdotally, charities were reporting that they had seen an increase in textiles, possibly as a result of the publicity surrounding the scheme.

The scheme was still new both to residents and operatives, however out of 75,000 households, only 70 calls had been made in respect of non-delivery of replacement bags. In response to a Members suggestion that a refresher campaign would be useful, the Waste Awareness Officer stated that Suffolk Waste Partnership had designed a leaflet for Christmas to promote the scheme. Images of clothing used would give a wintery feel with hats and scarves. There would also be advertising in newspapers, radio and roadshows.

A questionnaire would also be issued to all staff in West Suffolk asking for their immediate reaction to gain feedback about the scheme. It was noted that as yet, there was no trend analysis available.

The Operations Manger confirmed that after some initial reservations about operational practicality the scheme had been proven to work well as it was straightforward and critically had not increased tipping costs.

With the vote being unanimous, it was

RESOLVED:

That the update be noted.

259. **DATES OF FUTURE MEETINGS**

With the vote being unanimous, it was

RESOLVED:

That the dates for future meetings be noted as:

18 January 2013	10 am Forest Heath District Council
22 March 2013	10 am Forest Heath District Council

These meetings would commence at 10 am and would be held at Forest Heath District Council.

260. **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.

261. **UPDATE ON THE PROCUREMENT OF WASTE TRANSFER AND RECYCLING SERVICES (REPORT NO JWC12/049X) (PARA 3)**

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

Decisions made by the Suffolk Waste Partnership, at their meeting on 29 June 2012 had been discussed in respect of the options for developing a procurement strategy.

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 11.25 am.