



**MINUTES of the Meeting of the
CHILTERN & WYCOMBE JOINT WASTE COLLECTION COMMITTEE
held on 20 DECEMBER 2012
at CABINET ROOM, KING GEORGE V HOUSE, KING GEORGE V ROAD,
AMERSHAM**

- PRESENT:** Councillor P E C Martin - In the Chair
(Chiltern District Council)
- Councillors: G K Harris (Chiltern District Council)
Mrs J Teesdale (Wycombe District Council) –
Substitute for Councillor Mrs A Jones
- Officers: J Benson (Chiltern District Council & South Bucks
District Council), K Eastman (Chiltern & Wycombe
Senior Waste Officer), A Goodrum (Chiltern
District Council & South Bucks District Council),
A Howes (Chiltern District Council), C Hughes
(Wycombe District Council), C Marchant (Chiltern
District Council & South Bucks District Council),
S Markham (Chiltern District Council), R Prance
(Chiltern District Council & South Bucks District
Council) and B Smith (Chiltern District Council &
South Bucks District Council)

APOLOGIES FOR ABSENCE were received from Councillors Mrs A Jones (Wycombe District Council) and R Emmett (Wycombe District Council).

1 CHAIRMAN / VICE-CHAIRMAN

Members noted that the Constitution of the Joint Waste Collection Committee stated that appointments could be made of a maximum period of 2 years, and that the first Chairman would be a Member from the Non-Host Authority and the first Vice-Chairman would be a Member from the Host Authority.

RESOLVED –

That it be noted that:

- 1. Councillor Mrs A Jones (Wycombe District Council) be appointed Chairman of the Chiltern and Wycombe Joint Waste Collection Committee for a maximum period of 2 years.**
- 2. Councillor P E C Martin (Chiltern District Council) be appointed Vice-Chairman of the Chiltern and Wycombe Joint Waste Collection Committee for a maximum period of 2 years.**

Note: In light of Councillor Mrs A Jones' absence it was agreed that Councillor P E C Martin would be Chairman for this meeting only.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 FORWARD PLAN

Due to the Access to Information Regulations 2012 both Councils were required to publish a 28 Day Notice Forward Plan before each Joint Committee meeting, detailing all Key Decisions and private reports that were due to be considered.

It was noted that the Cabinet Procedure Rules would apply to Joint Committee meetings and therefore meetings would be open to the public unless certain private information was under discussion. In those circumstances the public would need to be excluded from the meeting.

Members, after considering the draft Forward Plan and the exceptions notice for the private Programme report not given 28 days notice then

RESOLVED –

That the draft 28 Day Notice (Forward Plan), due to be published on 2 January 2013, be noted.

4 MINUTES OF THE JOINT WASTE COLLECTION BOARD - 22 NOVEMBER 2012

Members considered the Minutes of the Joint Waste Collection Board held on 22 November 2012.

In relation to Minute 66 – Cost Partition & Programme Expenditure Costs Update – it was advised that there were additional expenses of £33,000. Approximately £15,000 of this related to the preparation and production of tender documentation, and £10,000 related to accommodation costs associated with the procurement.

5 EXCLUSION OF THE PUBLIC:

RESOLVED –

That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

6 PROGRAMME & RISK REPORT

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Members considered a report providing an update on the joint waste collection programme and during which the following key points were made:

Contract

The signing of the joint waste collection contract remained a priority and it was agreed that the target date for signing the contact would be 31 January 2013.

Mobilisation

An update on the mobilisation and resources for the new joint contract was provided. The Committee recognised the heavy workload that the waste management team were currently experiencing. One Member reported on feedback that had been received from some residents regarding service quality. This issue was noted and would be investigated. Additional staff would be made available during the Christmas period in anticipation for inclement weather and the situation would be monitored closely. Performance data would be made available the next meeting on 31 January 2013.

Bio Waste Infrastructure

Members received an update on the provision of bio waste infrastructure by the County Council. This issue remained a red risk and the Committee would carry out a more detailed review of this risk at the next meeting.

IAA

The Inter Authority Agreement (IAA) remained a red risk. Regular officer meetings were taking place to progress this and an update on the current position was noted. The Committee recognised the importance of establishing an IAA and suggested that the next meeting of the Joint Waste Committee for Buckinghamshire on 23 January 2013 be identified as the final deadline.

IT / Contender

During an update on the IT and Contender project it was noted that at the Chiltern Cabinet meeting held on 11 December 2012 Members were concerned that a direct debit payment facility for the new green waste collection service would not be available during the first year. Officers were looking into this further and the outcome of this would be available at the next meeting.

Customer Services

Members received an update on the customer services arrangements and it was noted that a staff training programme would be put in place.

Financial

Regarding financial support it was noted that the draft budget was being developed and would be considered by the Committee at the next meeting.

Human Resources

The Committee received an update on human resources including TUPE transfer and the waste management team restructure. The consultation and recruitment process was then outlined. A report on the restructure would also be considered by the Chiltern Personnel Committee on 23 January 2013.

Communications

An update on communications was provided and during which it was noted that the livery on the new vehicles had now been agreed. The waste collection staff would receive new uniforms and due to health and safety requirements there was limited flexibility to amend the uniform colours. It was felt important that the joint branding was visible. Members would have an opportunity to view uniform samples.

Paper Sort Facility

Regarding the paper sort facility it was noted that a number of meetings were scheduled to take place with the various interested parties and a report would be considered by the Committee at the next meeting.

Waste Policy Harmonisation

The waste policy harmonisation report was considered by the Wycombe Cabinet meeting on 3 December 2012 and the Chiltern Cabinet meeting on 11 December 2012. The recommendations in the report were agreed with authority delegated to the Senior Waste Officer in consultation with the Portfolio Member with responsibility for waste management to make any minor amendments. There had been a discussion at the Chiltern Cabinet meeting regarding the colour of the recycling wheeled bin and no consensus was reached; however, officers were looking into the options available and a decision would need to be made early in January. Blue was the colour proposed in the report – which had been agreed by Wycombe District Council – and the Committee considered that different bin colours across both authorities would provide significant customer service risks.

Risk Register

The Committee whilst considering the risk register noted that the risk rating for procurement challenge (risk 8) and inadequate Councillor buy in (risk 1) had now been reduced to amber.

Whilst reviewing the forthcoming key decisions it was agreed that an extra item regarding the provision of direct debit payments for chargeable garden waste during the first year of the new contract would also be included. The service level agreement also needed to be agreed and an item would be included on the 28 Day Notice Forward Plan for the meeting on 21 February 2013.

RESOLVED –

That the report be noted.

7 SCHEDULE OF MEETINGS:

Members agreed the schedule of forthcoming meetings, as detailed on the Agenda.

The meeting ended at 11.49 am