



**MINUTES of the Meeting of the  
CHILTERN & WYCOMBE JOINT WASTE COLLECTION COMMITTEE  
held on 13 FEBRUARY 2014  
at WYCOMBE DISTRICT COUNCIL**

**PRESENT:**

Councillor P E C Martin (Chiltern District Council) - Chairman  
" Mrs J Teesdale (Wycombe District Council) - Vice Chairman  
" C J Wertheim (Chiltern District Council)

Officers: K Eastman (CDC & WDC Senior Waste Officer), C Hughes (WDC), C Marchant (CDC & SBDC), B Smith (CDC & SBDC), I Westgate (WDC) and R Fincham (Chiltern District Council & South Bucks District Council)

**APOLOGIES FOR ABSENCE** were received from Councillor C Harriss (Wycombe District Council)

**39 MINUTES**

The Minutes of the meeting held on 19 December 2013 were agreed as a correct record, subject to the word 'WDC' being replaced with 'SBDC' in reference to Bob Smith in the list of attendees.

**40 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**41 BUDGET MONITORING REPORT**

The report summarised the estimated outturn position for the joint waste service for 2013/14. There was expected to be an overspend on contract costs of approximately £75,000. Income from recycling credits was forecast to be over budget, but income from bulky waste collection was likely to be under budget. The overall position for the joint waste service was forecast to be under budget by approximately £85,000.

The Committee discussed the high cost of 'travel and subsistence' and were advised that Officers were travelling throughout the two districts but mileage could be saved if they were issued with tablets, so that they wouldn't have to keep returning to the office.

The cost of subscriptions was also queried but it was advised that the team were a member of the Local Authority Recycling Advisory Committee which provided training, acted as a lobby group and gave access to forums and conferences.

**RESOLVED –**

**That the Joint Waste 2013/14 Budget Monitoring position be noted.**

**42 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.**

*Note: the relevant paragraph number and description is indicated under the Minute heading.*

**43 PROGRAMME REPORT & RISK REGISTER**

*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:

**Health & Safety**

There had been one incident involving slippery steps. The team are working on 'near miss' reporting to help prevent future accidents. There have been additional dangers during the recent hurricane force winds.

**Contract Update**

Serco had submitted a draft change control notice which was to be discussed by Officers at a meeting to be held on Monday 17 February 2014. Discussions were continuing regarding a vehicle workshop. It was reported that Wycombe District estates department had charged Serco for use of part of a car park during the roll out.

**Facilities**

At London Road Depot, work was well underway but had resulted in operational issues for Serco plus a reduction in storage available.

With regard to Clay Lane, Members at Wycombe District Council had indicated that they wanted the existing tenant to remain. The Committee were assured that no promise had been made to Serco regarding the availability of this facility. An alternative location had been found in Halifax Road and Wycombe Planning Department had been advising Serco on the likelihood of

planning permission being granted. It was agreed that it was in everyone's interest to resolve this issue.

### **Bio Waste Infrastructure**

Bucks Waste Strategic Partnership was meeting on Friday 14 February 2014. There were no further updates at this stage. Councillor Martin requested further visits to waste and recycling facilities as the previous visit had been very useful.

### **IAA**

The Inter Authority Agreement (IAA) remained a red risk. A meeting had been arranged for 28 March to be attended by all relevant Officers to resolve any outstanding issues and sign off the IAA. Better communication between County and the Districts was requested.

### **Flooding**

Waste teams had been working in Marlow with emergency teams to respond to the recent flooding. Street cleaning had been suspended so that teams could fill and deliver sand bags to affected areas. This was hard physical work being done by Serco staff through the night in some cases. Teams had done an excellent job and it was requested that this be recognised. One complaint was received by a resident whose refuse had not been collected during flooding but catch up would be arranged as soon as vehicles could get access. Team work had been very good.

Councillors asked for their thanks to be relayed to Officers and Serco.

### **Communications**

It was requested that calendars be uploaded onto the website as soon as possible. It was advised that there were 10 different calendars which made it complicated to put in place. An estimate of when this could be done would be provided at the next meeting.

### **Phase 2 New Service in WDC**

Reported missed collections were in steady decline, and had started to return to the previous steady state and would be expected to improve further. Wycombe missed collections are between 250 and 280 and Chiltern 180 to 190. Collect and Return missed containers were also showing a steady decline. It was noted that whilst telephone calls had declined, emails had remained fairly high as residents prefer to communicate by email. Twitter had also been active, particularly the Wycombe account which is more established.

### **Phase 3 – Communal Collection Areas**

The Waste Roll Out Officers were visiting each location to assess the existing refuse arrangements, storage and containers in preparation for phase three. This phase had been expected to be completed before the end of the first contract year but was now unlikely to be in place before the summer. The Waste Roll Out Officers were on temporary contracts due to expire in May. It was therefore requested that these contracts be extended by 3 months. The Committee considered that it was not sensible to reduce staffing levels at this sensitive stage in the contract. It also considered the costs were likely to be accommodated within budgets, from additional recycling income and therefore

it was agreed to extend the contracts of the Roll Out Officers for an additional 3 months.

### **Christmas 2013**

A wash up meeting had been held, involving waste services, customer services, communications and Serco. The notes from the meeting would be used to develop best practice for 2014. Overall it had gone well but they decided to begin communicating with residents earlier next year. The arrangements for Green Waste suspension would also be better communicated. A copy of the notes was requested for the Committee.

### **Risk Register**

The key current programme risks were unchanged.

### **RESOLVED –**

**That the report be noted.**

**That the contracts for the Waste Roll Out Officers be extended by 3 months.**

## **44 REVIEW OF POLICY ON BLUE RECYCLING BAGS (WYCOMBE)**

Requests had been received from households in the Wycombe District that had been issued with blue recycling bags, for additional bags. It was discussed whether or not there should be a charge for additional bags as the cost would be £2.50 each. In view of the costs involved and the small number of requests, it was agreed that no additional bags should be given out but that they should be available to purchase from the Council Offices and other community locations.

### **RESOLVED –**

**That no additional free blue recycling bags be provided (Wycombe area) but would be available for residents to purchase.**

## **45 INFORMATION ITEM: PENSION LIABILITY**

Members received an information item on the Joint Waste Pension Cost Partition Agreement between Chiltern District Council and Wycombe District Council.

### **RESOLVED –**

**That the report be noted.**

**46 FUTURE MEETINGS**

Thursday 10 April 2014, 10.30 am (CDC)

Thursday 26 June 2014, 10.30 am (WDC)

**The meeting ended at 12.41 pm**