



MINUTES of the Meeting of the
CHILTERN & WYCOMBE JOINT WASTE COLLECTION COMMITTEE
held on **29 SEPTEMBER 2016**
at **WYCOMBE DISTRICT COUNCIL**

PRESENT:

Councillor J Teesdale (Wycombe District Council) - Chairman
" M R Smith (Chiltern District Council) - Vice Chairman

Councillors: W Mallen (Wycombe District Council) and C M Jones (Chiltern District Council)

Officers: A Cacchioli, S Gordon (CDC), C Hughes (WDC) and C Marchant (CDC & SBDC)

43 MINUTES

The Minutes of the meeting held on 9 June 2016 were agreed as a correct record.

44 DECLARATIONS OF INTEREST

There were no declarations of interest.

45 WASTE SERVICE HIGHLIGHT REPORT

The Committee received a report providing an update on the joint waste service for May to July 2016. This provided information on the activities that had been completed and were due to be carried out, the budget, key targets, complaints, accidents and key risks. During the discussion the following key points were made:

Whilst reviewing the tasks that had been completed Members were particularly pleased to note that following a review around 200 properties no longer required the collect and return service.

The volume of missed container collections was highlighted. It was noted that the contractor had made significant improvements in reducing this, but were continuing to focus on reducing this further. Members welcomed this work, but emphasised the importance of reducing missed collections for vulnerable people and those experiencing recurring problems in particular. It was also felt important to ensure that positive feedback was relayed to staff for their hard work in relation to events.

The issue of littering from vehicles was raised as a problem. This was considered a priority. Members were also pleased to note that prosecutions relating to fly-tipping enforcement were being carried out by the BWP. It was suggested that the littering policy could be reviewed. It was noted that the Bucks Waste Partnership (BWP) is starting to plan the work that will be carried out, using funding received from the Department for Communities and Local Government, to increase food waste participation, to reduce residual waste and to increase recycling and the quality of materials collected.

The risk register was reviewed, and during which it was agreed that:

1. Risk 6 (High Heavens transfer station) be removed.
2. The risk rating for Risk 14 (contract performance) be changed to D3.
3. Risk 17 (Phase 3 Flats) be removed as the only flats outstanding were those that were awaiting a response from the managing agent. Members were also asked to advise officers of any sites that still required changes.

RESOLVED:

That the report be noted.

46 INTERNAL AUDIT ACTION PLAN

The Committee received a report providing feedback on an internal audit of the waste contract with Serco and the key areas for improvement that had been identified. It was noted that an action plan had been implemented, and a follow up meeting with the auditors would take place.

RESOLVED:

That the report be noted.

47 REVIEW OF RECYCLING TARGETS

The Committee considered a report that provided information regarding the performance of the joint waste service against recycling targets. The Audit Committees of both Chiltern and Wycombe District Councils had raised concern regarding recycling performance. Members reviewed the bid back targets, which had been provided by the contractor during the procurement process, the current district recycling targets, and national recycling rates. It was noted that the 2015/16 district recycling rates had reduced in comparison to previous years; however, this was in line with the national trend, and the district recycling levels remained above the national average. There was a discussion on the factors responsible for this, but in summary this related to: lighter weight packaging, demographics, and changes to the MRF code of practice.

There was a discussion on the current arrangements and future options for collecting garden waste in each district and the potential impact on recycling rates. It was suggested therefore that recycling rates could be reviewed when options were reviewed.

There was also a discussion on the separate collection of cardboard and glass. It was noted that collecting these separately improved the quality of recycling. Some Council's had also recently introduced the use of plastic, rather than biodegradable, bags for storing food waste, and Members suggested that this be explored. Further work would be required in order to assess the impact on the disposal authority due to capacity issues.

RESOLVED:

- 1. That the report be noted.**
- 2. That the Committee agrees to monitor the progress of the recycling rate against the contract target of 50%.**

48 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.

49 UPDATE ON KOT DISCUSSIONS

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

The Committee received a report providing an update on the outcome of discussions with Serco on the framework of Key Outcome Targets (KOT) by which the performance of the joint waste contract is monitored. After noting the proposed changes to the KOT arrangements and that officers had delegated authority to implement the proposed changes, the Committee requested that the new KOT arrangements be signed off and implemented by the end of October 2016.

RESOLVED:

- 1. That the progress of discussions with Serco regarding Key Outcome Targets be noted.**
- 2. That the Key Outcome Targets and arrangements be endorsed.**

Note: Councillor M Smith left the meeting at 11.34 am

50 SHARED SERVICE REVIEW

The Committee received a verbal update from the Head of Environment (CDC & SBDC). It was noted that although the new joint waste team structure, which brought the CDC, WDC and SBDC waste teams together, would be implemented on 1 October 2016, the alignment and harmonisation of the three services would continue beyond the implementation date. It was requested that the new joint waste structure and contact details for senior team officers would be circulated to the Committee and Council Members, as appropriate.

In response to questions regarding the branding of the now joint waste team it was advised that there were no immediate plans to change the branding, and that the focus would be to ensure communications were clear to residents.

Further work would be carried out on the Service Level Agreement between the Councils, which it was acknowledged that this would be a large project.

RESOLVED:

That the verbal report be noted.

51 AMENDMENTS TO THE CDC & WDC JOINT WASTE COLLECTION COMMITTEE CONSTITUTION

The Committee received a verbal update on the proposal to amend the Constitution of the CDC & WDC Joint Waste Collection Committee to include representation from SBDC in the governance arrangements.

It was acknowledged that a review of the Constitution was timely as additional amendments were required in order to bring it up-to-date to reflect changes since it was agreed. Any changes to the Constitution would need to be agreed at each of the Council's respective Cabinet meetings, but a copy of the proposed changes would also be circulated the Committee.

RESOLVED:

That the verbal report be noted.

52 DATE OF NEXT MEETING:

Thursday 8 December, 10.30am (Chiltern District Council)

The meeting ended at 11.58 am