



**MINUTES** of the Meeting of the  
**CHILTERN, SOUTH BUCKS & WYCOMBE JOINT WASTE COLLECTION  
COMMITTEE**

held on **22 JANUARY 2018**  
at **WYCOMBE DISTRICT COUNCIL**

**PRESENT:**

Councillors: L Sullivan (South Bucks District Council) - Chairman  
J Adey (Wycombe District Council)  
C Jones (Chiltern District Council)  
M R Smith (Chiltern District Council)

Officers: S Bambrick (CDC & SBDC), T Brown (WDC Clerk), E Cullen (CDC & SBDC).

**APOLOGIES FOR ABSENCE** were received from Cllr G Hall (WDC). It was noted that M Smith had been delayed but would join the meeting shortly.

**79 MINUTES**

The Minutes of the meeting held on 15 August 2017 were agreed as a correct record.

An update was given on point 76 – Fighting Food Waste Project. The Committee was informed that Aylesbury Vale had requested a significant portion (approximately £250k) of the fund for the county wide project to carry out their own activities. The cost and proposed branding of those activities was queried. Further discussions were taking place with AVDC regarding the apportionment of the fund.

Following some discussion, it was noted that as the fund to take forward the joint waste strategy for the area had been allocated to the whole partnership, a fair proposal would be a fifth of the whole fund (approximately £92k). The Committee resolved that further clarification be sought from AVDC relating to the partnership and the signing of an MOU between the authorities.

**80 DECLARATIONS OF INTEREST**

There were no declarations of interest.

## 81 WASTE & RECYCLING COMMUNICATIONS UPDATE

The Committee received a presentation from the Waste Projects Officers on who they were, General communications, the Great British Spring Clean, Website improvements, Fresher's fayre, Education, Food recycling, Caddy orders, Christmas and the LARAC nomination.

During the presentation the following was noted:

- General communications covered areas such as the new recycling calendars which were considered to be more fridge friendly, the new 'do's and don'ts' stickers that had been placed on residents bins and general communications throughout the year via the Twitter account.
- The Great British Spring Clean would take place in March and was due to be advertised at the end of this week.
- Website improvements - it was noted that Chiltern District Council and South Bucks District Council had started their website renovations last April / May due to a significant increase in the number of people using the website via mobile devices. It was noted that whilst Wycombe District Council had a stand-alone website all three LA's worked closely together.
- The Fresher's Fayre had been a great opportunity to engage with freshers and that the event had taken place at the Bucks new University.
- Education - it was noted that two litter picking events which had resulted in finding a twenty-year old crisp packed on the school fields.
- Food recycling was one of the biggest work streams which had included the introduction of using plastic bags to recycle food waste which had come into effect at the start of July. It was noted that two articles had been published which related to reducing food waste and also on the service and how it engaged (with regard to food waste).
- Caddy orders - since the 10 July 2017 3588 caddies had been requested from Chiltern District Council and Wycombe District Council in addition to 1087 requested from South Bucks District Council.
- The Christmas period generated around a third more waste compared to other times of the year. It was noted that the Christmas in Chesham event had generated 160 conversations about waste and recycling.
- LARAC nomination – it was noted that the team had been nominated for the team of the year category and whilst they had not won on that occasion they would be entering again this year.

The Committee thanked the Waste Projects Officers for their very interesting presentation that had included a lot of good initiatives.

**RESOLVED:**

**That the presentation be noted and that the tonnage value of food waste month on month be sought and provided to the Joint Waste Collection Committee.**

**82 WASTE SERVICE HIGHLIGHT REPORT**

The Committee received a highlight report on the waste services. It was noted that page 21 of the agenda monitored fluctuations in service demand. The Committee was informed that the property growth figure would be updated ready for the next meeting.

The key targets were reviewed and it was noted that page 22 of the agenda looked at the main areas of work the team had been delivering. It was noted that three posts were currently being advertised for.

With regard to the completion of recycling site review – CDC / WDC, it was noted that five FEL drivers had been trained up.

It was noted that in Appendix 1 the first table related to the combined costs and income for all three districts. The Committee was informed that the second table (contracted costs – Serco (CDC & WDC)) should read 2.36% rather than 1.7% for the fixed fee and variable works. It was noted that Biffa's figure of 2.9% had been built into the model.

Following some discussion, it was noted that the recycling credits had been flagged as a possible financial risk going forward. It was noted that the Committee should review the waste teams combined costs (going back to 2012). Two additional graphs were supplied to the Committee – one showed six months combined depots missed assisted collections and the second showed the compliment statistics for 2017 / 2018. It was noted that graph 1 related to the number of containers rather than properties and that almost 100% of the operatives were not permanent members of staff rather than agency workers. The Committee was informed that it would start receiving the compliments received figures at these meetings.

It was noted that the Health & Safety statistics on page 27 of the agenda would be completed for the next meeting.

It was noted that in Appendix 2, 'Number 3 – Finance – Increased contract costs' that it was going to cost more money whatever option was chosen. The Committee were advised that it would need to keep an eye on the new requirements in China to see how it might impact UK contracts.

**RESOLVED:**

**That the report be noted.**

**83 360 DEGREE CAMERA TRIAL UPDATE**

The Committee received an update in relation to the 360 degree camera trial. It was noted that Serco were asked to trial four 360 degree cameras fitted to a waste collection vehicle which they did in July 2017. Slides showing stills taken from the video footage obtained from the 360 degree cameras which had captured two incidents were shown to the Committee. It was noted that Incident 1 was a fallen tree and Incident 2 was validating crew activity after a missed collection had been reported. The Committee was informed that BIFFA already had all its vans fitted with 360 degree cameras.

Following some discussion, it was agreed that the introduction of 360 degree cameras would help the waste collection company's reputation, would help when dealing with insurance claims and would also help encourage good staff behaviour.

The Committee was informed that the next step was to create a business case for installing 360 degree cameras in all Serco waste collection vehicles.

**RESOLVED:**

**That the presentation be noted.**

**84 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.**

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

**85 HEALTH AND SAFETY AUDIT REPORT 2017/18**

The Committee received a report in relation to the Health and Safety Audit 2017/18. It was noted that the Health and Safety measures for all three LA's had been looked

at by a completely independent person and that the aim of the audit was to review the councils holistic health and safety arrangements specifically in relation to the appointed contracts (Serco and Biffa). The Committee was informed that the review had been undertaken in order to provide appropriate assurance that the council was doing all it can to manage, promote and monitor its appointed contractors' contractual health and safety obligations. The following three points were highlighted:

- Rec 8 & 9 on page 60 of the agenda – random spot checks were taking place internally with the results being recorded and follow up actions noted. It was noted that an annual H&S plan was to be developed to ensure that the full range of risks and tasks were monitored in a timely manner, together with the delivery of necessary training (via Biffa / Serco).
- Rec 15 on page 62 of the agenda – the Serco Depot site in High Wycombe was in need of housekeeping by the management company to ensure safety could be maintained. It was noted that this had been escalated from a Priority 2 (important) to a Priority 1 (urgent). Work was taking place at WDC to follow up on actions with the management company.
- A new recommendation (Priority 2 action) – to trial a 360 degree cameras on Serco vehicles and to develop a business case. It was noted that this was currently underway.

**RESOLVED:**

**That the report be noted and that an update would come back to the Committee on the 23 April 2018.**

**86 CONTRACT OPTIONS REVIEW**

The Committee received a verbal update on the Contracts Options Review. It was noted that the SERCO contract was due to end on the 3 March 2020 and the BIFFA contract was due to end in October 2021. A meeting with the Committee Members to discuss procurement options would take place in due course.

**RESOLVED:**

**That a summary of options/ findings would be presented at a future meeting.**

**87 DATE OF NEXT MEETING**

The date of the next meeting was scheduled for 11:00 on Monday 23 April 2018 to be held at the South Bucks District Council offices.

The meeting terminated at 12.27 pm