

CUMBRIA STRATEGIC WASTE PARTNERSHIP

Minutes of a meeting of the CUMBRIA STRATEGIC WASTE PARTNERSHIP held on Wednesday, 16 February 2011 at 10.00 am at Cumbria Rural Enterprise Agency, Penrith

PRESENT

Mr T Knowles (In the Chair)

Mr R Bloxham	-	Carlisle City Council
Mr A Holliday	-	Copeland Borough Council
Mr S Standage	-	Allerdale Borough Council
Mr M Tonkin	-	Eden District Council
Mr K Williams	-	Barrow Borough Council

Also in attendance:

Mr M Allman	-	Cumbria County Council
Ms J Carrol	-	Copeland Borough Council
Mr N Christian	-	Cumbria County Council
Ms A Culleton	-	Carlisle City Council
Mr E Davidson	-	Allerdale Borough Council
Mr P Feehily	-	Cumbria County Council
Mr M Gardner	-	Carlisle City Council
Mr R Kitchen	-	South Lakeland District Council
Mr I Laird	-	Barrow Borough Council
Ms J Monk	-	Eden District Council
Mr I Stephenson	-	Envirolink

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mrs Feeney-Johnson and Ms Fallon.

Members welcomed Angela Culleton who was attending her first meeting of the Partnership in her capacity as Carlisle City Council's Assistant Director of Local Environment.

2. COUNCILLOR BRENDA WOOF

Members and Officers stood in silence in memory of Councillor Brenda Woof. Members paid tribute to her great contribution to the work of the Partnership.

3. DISCLOSURES OF INTEREST

All Council Members declared a personal interest in items of business relating to their local authorities.

Mr Stephenson declared a personal and prejudicial interest in the agenda item 'Enhanced Partnership Working Project – Update' as a representative of Envirolink and took no part in the discussion or decision thereon.

4. MINUTES

AGREED, that the minutes of the meeting of the Cumbria Strategic Waste Partnership held on 14 January 2011 be agreed as a correct record and signed by the Chair

5. MATTERS ARISING

In relation to Minute 7, **Waste Infrastructure Capital Grant (WICG)**, a Member asked whether the County Council had entered into further discussion with South Lakeland District Council to explore possible means of assisting with a trial improved kerbside collection scheme. Mr Feehily replied that this matter had been followed up and discussions were continuing.

In response to a question regarding Minute 9, **GONW Update** and Government Office restructuring, the Chairman advised that Government Office North West had now closed.

6. ENHANCED PARTNERSHIP WORKING PROJECT UPDATE

(Mr Stephenson declared a personal and prejudicial interest in this item, left the room and took no part in the discussion or decision)

Mr Feehily presented the latest progress report on the Enhanced Partnership Working Project. The report provided an update on the process for securing project management expertise and also addressed governance issues.

It was explained that, as rapid progress was required and to maintain flexibility in the appointment, it had been decided not to pursue the options of recruiting a Project Manager through internal vacancies, or from staff transferring back to the County Council from Capita.

The draft specification and associated draft tender documentation had been shared with the local authority members of the CSWP Officer Group and changes made to reflect comments received. Project specification documentation was appended to the report. Invitations to submit bids had been sent to five potentially suitable organisations and they had been given until 25 February to respond. Submissions would then be evaluated by representatives of the CSWP Officer Group. If no clear

preference were to emerge from this process, the County Council would choose a preferred bidder, giving reasons for its choice. The contract was due to start in the week commencing 7 March.

The report included a table outlining the respective roles of the various groups within the recommended project governance structure. Members asked about arrangements to facilitate the appropriate involvement of partner local authorities' Cabinets and Scrutiny bodies in significant decisions as the project progressed. Mr Feehily advised that a timetable of key decision stages requiring the involvement of the individual local authorities would be drawn up by the Officer Group. The Chair suggested that this aspect of the decision making process could be promoted through presentations around the County, involving the Chair of the Partnership, the relevant Council Portfolio Holder and appropriate Officers.

It was suggested that the CSWP could meet with the Project Manager in a facilitated workshop session to discuss objectives and views about the project's 'success criteria'. This would also allow the CSWP's role as Project Board to be explored in more detail.

AGREED, that

- (1) the process and timelines for engaging a project management resource to assist in delivering the Enhanced Partnership Working Project be noted;
- (2) the broad definition and terms of reference for the CSWP as Project Board within the proposed project governance structure set out in the report be approved;
- (3) the Project Manager facilitate a workshop session for CSWP members to clarify expectations, aspirations and thinking in relation to the project and its outcomes and to enable Members to gain ownership of the project vision, objectives and 'success criteria'.

7. CUMBRIA LEADERS BOARD BRIEFING

Mr Christian presented a draft briefing note which was intended to provide the Cumbria Leaders Board with an update on the Recycling Reward Scheme for 2011/12. A first draft of the briefing note had been circulated at the CSWP meeting on 14 January 2011 and it had subsequently been amended in the light of the constituent authorities' comments.

Members discussed the authorship of the briefing note, which had initially been drafted as a County Council document, and it was agreed that it should be submitted in the name of the Partnership. A number of amendments were also suggested, including the following:

- inclusion of some reference to the need for a better scheme to be developed with partner authorities' involvement, to improve recycling performance where necessary
- qualification of the statement that the current scheme was 'one of the most expensive in the Country' (joint procurement of fuel was suggested as an initiative to save money)
- further consideration of the reference to the County Council working with District Councils to agree individual Service Level Agreements

AGREED, that

- (1) the suggested amendments to the draft briefing note be considered for inclusion in the document;
- (2) any further comments on the text be submitted to the Technical Manager, Waste Management within the next seven days, with the document to be circulated to members of the Partnership at the end of this period.

8. CSWP PERFORMANCE UPDATE

Mr Christian presented a report on the activities of the CSWP and its partner organisations. Members were informed that construction of the Hespian Wood Mechanical and Biological Treatment (MBT) plant was in its final stages and ahead of schedule. It was anticipated that the plant would be fully operational by early autumn 2011. Construction of the second MBT plant at Sowerby Woods, Barrow-in-Furness was underway and it was on schedule to open in early 2013. The East Cumbria Transfer Station at Flusco was now in operation. The West Cumbria Transfer Station at Distington was under construction and expected to be complete in the summer of 2011.

The report included Municipal Waste Statistics 2010/11 and projections. It was noted that, overall, the recycling rate in Cumbria had increased in 2010/11 compared to the same period in 2009/10. The percentage of household waste sent to landfill for Cumbria during that period had reduced to 49.4%. The report also included the current outturn projection for recycling and composting in 2010/11, with an overall rate of 46.7% compared to 43.9% in 2009/10.

The current projection in respect of the Landfill Allowance Trading Scheme (LATS) anticipated a 'deficit' of 3000 tonnes. This had been expected and could be managed by either trading in allowance or by carrying the 'deficit' forward into 2011/12, when the opening of the Hespian Wood MBT plant would allow sufficient waste to be treated to cover that carry forward and the 2011/12 obligation.

Attention was also drawn to an anticipated change affecting Schedule 2 of the Controlled Waste Regulations covering waste classified as 'household waste' arising from (largely) non-domestic property. DEFRA proposed to amend this legislation to permit charging for disposal in the case of most of the Schedule 2 categories. A survey of Cumbrian District Councils had indicated that approximately 8,000 tonnes

of Schedule 2 premises waste was being collected. This proposed change would require a decision as to whether the County Council should charge schools and other premises for the disposal of their waste.

A member asked why the County Council's budget consultation exercise had included a suggestion that the number of HWRCs in the county could be reduced. Mr Feehily explained that the running costs of HWRCs had been considered but none had been identified for closure at this stage. An exercise would be undertaken to assess the viability of these facilities under the new financial regime.

AGREED, that

- (1) the progress in developing two Mechanical and Biological Treatment Plants and the improvements in recycling and composting performance in 2010/11 be noted;
- (2) the change in legislation relating to 'Schedule 2' waste be noted.

9. CSWP FUTURE WORK PROGRAMME

Mr Christian presented a report outlining proposals to review the CSWP's work programme. Members were reminded that the CSWP had adopted the Cumbria Joint Municipal Waste Management Strategy (JMWMS) in 2007 to address the future of waste management in Cumbria through six 'themes'. The report included an assessment of progress made against these 'themes' and future developments. It was suggested that a re-evaluation of the CSWP approach was needed in the light of the commissioning of treatment plants, developments in recycling and the changing financial climate.

The report listed a number of practical inter-authority arrangements that had been agreed in 2008/09. It was suggested that these arrangements should be reviewed.

Other areas of engagement that had been, or could be, of benefit to the CSWP and individual authorities were highlighted and it was suggested that the Memorandum of Understanding agreed in 2007, covering governance arrangements, should be reviewed in the light of experience, the future work programme and the refresh of the JMWMS.

AGREED, that

- (1) Officers refresh the Joint Municipal Waste Management Strategy and identify the key issues for the next few years;
- (2) a draft work programme for 2011/12 be developed;
- (3) the governance arrangements of the CSWP be reviewed.

10. ANY OTHER BUSINESS

(a) Election of Chair/Annual General Meeting

In view of the proximity of the Partnership's May meeting to the date of District Council Elections, the Chair proposed that the election of the CSWP's Chair for the ensuing year be scheduled for the 22 June meeting. Members supported this proposal and agreed that in future the Partnership's Annual General Meeting should be held in June.

AGREED, that

- (1) the Partnership's Annual General Meeting be held on 22 June 2011;
- (2) the date of future Annual General Meetings be changed from May to June.

(b) Waste Collection Commitments

A Member proposed waste collection commitments as a matter for discussion by the Officer Group.

(c) Officer Group Minutes

Attention was drawn to the arrangements agreed for circulating minutes of Officer Group meetings. These were to be circulated to Members, although they would not be included with the agenda papers for CSWP meetings. Members could raise any matters arising from Officer Group minutes at a CSWP meeting under Any Other Business if they had not been covered elsewhere on the agenda.

11. RELEASE OF REPORTS

It was agreed that reports considered at this meeting of the CSWP could be released into the public domain.

12. DATES OF FUTURE MEETINGS

The Partnership noted the dates that had been arranged for future meetings, which were now due to start at 10.00am. It was agreed that the meeting scheduled to take place on 11 May 2011 should be cancelled as it was too close to the date of District Council Elections.

Dates for Partnership meetings from September 2011 to June 2012 were provisionally agreed.

AGREED, that

- (1) the CSWP meeting scheduled for 11 May 2011 be cancelled;
- (2) the following dates for future CSWP meetings be provisionally agreed:

7 September 2011
12 October 2011
23 November 2011
4 January 2012
8 February 2012
28 March 2012
9 May 2012
20 June 2012

The Meeting ended at 11.20 am