

CUMBRIA STRATEGIC WASTE PARTNERSHIP

Minutes of a meeting of the CUMBRIA STRATEGIC WASTE PARTNERSHIP held on Wednesday, 30 March 2011 at 10.00 am at Cumbria Rural Enterprise Agency, Penrith

PRESENT

Mr T Knowles (Chair)

Mr R Bloxham	-	Carlisle City Council
Mrs C Feeney-Johnson	-	South Lakeland District Council
Mr A Holliday	-	Copeland Borough Council
Mr S Standage	-	Allerdale Borough Council
Mr M Tonkin	-	Eden District Council

Also in attendance:

Mr M Allman	-	Cumbria County Council
Mrs J Carrol	-	Copeland Borough Council
Mr N Christian	-	Cumbria County Council
Mr E Davidson	-	Allerdale Borough Council
Mr P Davies	-	Kinetics Consultancy Solutions
Ms S Edwards	-	Kinetics Consultancy Solutions
Mr P Feehily	-	Cumbria County Council
Mr M Gardner	-	Carlisle City Council
Mr S Huddart	-	Eden District Council
Mr R Kitchen	-	South Lakeland District Council
Mr I Laird	-	Barrow Borough Council
Mr I Stephenson	-	Envirolink Northwest

ACTION

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Ms Culleton, Mr Westgarth and Mr Williams.

2. DISCLOSURES OF INTEREST

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

3. MINUTES

AGREED, that the minutes of the meeting of the Cumbria Strategic Waste Partnership held on 16 February 2011 be agreed as a correct record and signed by the Chair.

4. MATTERS ARISING

In response to a question regarding Minute 6, **Enhanced Partnership Working Project Update**, it was confirmed that steps would be taken to hold a workshop session for CSWP members. No date had been fixed for this up to now.

Project Manager to action

In relation to Minute 8, **CSWP Performance Update**, it was agreed that consideration would be given to putting figures for HWRCs in the category of local indicators.

NC to action

In relation to Minute 9, **CSWP Future Work Programme**, it was noted that the Memorandum of Understanding that had been agreed in 2007 would be refreshed and Officers were asked to review this document as soon as possible. Progress with the other issues highlighted for action would be reported to the June meeting of the CSWP.

Officers to action

For Minute 10, **Any Other Business (b) Waste Collection Commitments**, it was confirmed that waste collection commitments would be discussed by the Officer Group.

Officer Group to action

5. CUMBRIA LEADERS BOARD BRIEFING - UPDATE

Mr Feehily reported that the Recycling Reward Scheme had been considered at a recent meeting of the Cumbria Leaders Board. The Board had discussed the review of the Scheme in the context of the Enhanced Partnership Working Project and had stressed the importance of coordinating the timeline for the project with partner local authorities' budget planning cycles. Mr Feehily had agreed to ensure that this was done and would keep the Leaders Board informed of progress with the project.

AGREED, that the report be noted

6. ENHANCED PARTNERSHIP WORKING PROJECT UPDATE

The Partnership received a report from Mr Christian on progress with the Enhanced Partnership Working Project. The report outlined the procedure followed in inviting and assessing bids for the provision of project support services and it was noted that the successful bidder had been Kinetics Consultancy Solutions.

A project inception meeting had been held, involving CSWP Officers and the lead officer for the successful bidder, to discuss the next steps to be taken and it was noted that these would include a refresh of the project plan and a Workshop for Officers to populate the project risk matrix.

Mr Phil Davies and Ms Sarah Edwards of Kinetics Consultancy Solutions attended the meeting to provide a verbal update on the work they were undertaking and to answer questions. The following points were noted :

- The first project 'milestone' date would be the CSWP meeting on 22 June, which would consider a report on the project's vision, a scoping analysis for the options appraisal and a refresh of the Memorandum of Understanding
- The consultants intended to visit each of the local authorities involved in the Partnership to discuss the project. Officers' advice and assistance was requested to help plan these visits
- Following this, Stage B of the project would require each local authority to provide data for an options analysis
- The second 'milestone' would be the CSWP meeting on 12 October, when Members would consider a costed options appraisal
- Stage C would be the implementation stage of the project and this could be phased to take account of local circumstances

Members discussed the timetable that had been outlined and asked the project team to ensure that all relevant information was circulated in good time before the CSWP 'milestone date' meetings. Engagement with local residents was also discussed and Mr Davies advised that this could be undertaken whenever the Partnership felt this was appropriate.

AGREED, that

- (1) the outcome of the competitive tendering process for project support and the award of this work to Kinetics Consultancy Solutions be noted
- (2) approval be given to the next steps in the project, as outlined above

7. CSWP UPDATE

Mr Christian presented a report on the activities of the CSWP and the organisations within the Partnership. The report covered the following issues:

- options for cost cutting being considered by Allerdale Borough Council's Environmental Services Department in the context of the strategic objectives that formed part of the Council Plan
- the process for the collection of recyclates under the contract operated by Biffa Waste Services for Barrow Borough Council, together with reductions in the workforce and the removal of the pest control service
- refuse collection efficiency measures implemented by Carlisle City Council, involving a reduction in the number of refuse collection vehicles and a change in the collection arrangements for some properties
- a number of changes to Copeland's waste services, including the handling of bulky collections, a planned reduction in the size of the management team, reduced staffing cover for absences and a reduction in the size and number of street cleansing vehicles
- a Copeland Borough Council project to complete the roll-out of standardised restricted refuse collections to all properties across the Borough by the end of September 2011
- a Copeland Borough Council project to redesign the Council's waste collection service using external support
- the tendering process for Eden District Council's waste services and the recommendations of the District Council's scrutiny review of waste and recycling for a move to alternate weekly refuse collection, linked to increased provision for recycling
- details of the procurement of a recycling bring site contract for South Lakeland District Council and the re-procurement of the bulky waste collection service
- South Lakeland District Council's joint procurement exercise with Barrow, together with South Lakeland's progress in obtaining Waste Transfer Station Licences for two depots and in exploring opportunities for depot sharing

It was also noted, in relation to South Lakeland District Council's procurement exercise covering kerbside recyclables and green waste, that other local authorities would be welcome to participate in the Official Journal of the European Union

advertisement for the recyclables contract.

AGREED , that the report be noted

8. ANY OTHER BUSINESS

Garden Waste Framework Agreement

Mr Gardner reported that a draft specification had now been drawn up. He hoped to report further on this at the June CSWP meeting.

MG to action

9. RELEASE OF REPORTS

It was agreed that, with the exception of the Enhanced Partnership Working Project Update report, the reports considered at this meeting of the CSWP could be released into the public domain.

All to note

10. DATES OF FUTURE MEETINGS

The Partnership noted the dates that had been arranged for future meetings, covering the period up to June 2012. The next meeting was due to be held on 22 June 2011. Members were invited to consider an alternative date to the one originally suggested for its September 2011 meeting and provisionally agreed that this meeting should be held on 14 September.

AGREED, that

(1) an alternative date be found for the September 2011 CSWP meeting, and that this be held on 14 September if possible

JS to action

(2) the following dates for CSWP meetings be agreed:

All to note

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