

EAST DEVON DISTRICT COUNCIL

Minutes of a meeting of the East Devon Recycling and Refuse Partnership Board, held at Knowle, Sidmouth, on 23 October 2013

Present:	Councillors: Tom Wright – Deputy Portfolio Holder, Environment (Vice Chairman) David Cox – Portfolio Holder, Finance Geoff Pook
SITA:	Rick Aldridge – Senior Contract Manager Darren Lockett – Regional Manager
Officers	Paul Deakin – Waste and Recycling Manager Steve Joyce – Waste Management Officer Stephanie Lewis – Assistant Democratic Services Officer
Also present	Gary Beasley – Baker Tilly
Apologies:	Councillor Ian Chubb Councillor Steve Gazzard Andrew Hancock - StreetScene Manager

The meeting started at 10.00 am and finished at 11.55 am.

***14 Minutes**

The minutes of the Recycling and Refuse Partnership Board meeting held on 18 July 2013 were agreed and signed as a true record.

15 Matters Arising

Citizen App

The Waste and Recycling Manager reported that the soft launch strategy for the app had been completed and the formal launch was due to take place in November. Nick Stephen, Communications Officer, and Steve Joyce, Waste Management Officer, were working on this project. It was noted that Android App has already been launched.

Waste electrical and electronic equipment (WEE)

The Waste and Recycling Manager reported that this project had not progressed. The leaflets had yet to be finalised and a decision was still to be made on how to distribute them at a minimal cost. The project was unlikely to be progressed before Christmas.

15 Matters Arising (cont'd)

Side Waste

The Finance Portfolio Holder asked whether the Side Waste Scheme was now working. In response, the Waste Management Officer explained that the majority of side waste issues tended to be people taking a chance/one offs. Those who constantly put out side waste were sent warning letters, from which the Council has had some feedback. The Waste Management Officer explained that instances of side waste had decreased.

The Waste and Recycling Manager informed the group that waste was now dropped off at the Greendale site rather than Broadpath, which had reduced fuel costs significantly.

16 Statistical Information

The Board considered a report presented by the Waste and Recycling Manager, setting out statistical and operational data on missed collections, finance and SITA key performance indicators.

The Board noted that there had been a decrease in the number of landfill missed collections, partly due to new staffing and supervision arrangements.

Missed assisted collections had also dropped significantly; only 3 out of 4,000 collections were missed. The Waste and Recycling Manager explained that crews can log when bins have not been put outside properties so that they are not included within the missed collections statistics. Cllr Pook noted that Exmouth had the largest number of missed collections.

The number of logged calls to CSC had decreased. The Waste and Recycling Manager explained that not all the calls received are related to waste or recycling. Most households use the number for council enquires as it is the most convenient number they have.

Food caddy replacements were fairly high. The Waste and Recycling Manager explained that a lot of the caddies were issued in 2007 and that the material had in some cases degraded and had now started to break and therefore needed replacing.

There had been some staffing issues at the end of the summer as well as changes at supervisor level. SITA explained they had experienced trouble in retaining HGV drivers. There is now an apprenticeship scheme in place where drivers have to sign up to work with SITA for three years.

***17 Update on proposals for an integrated Devon waste service**

The Waste and Recycling Manager explained that since the last meeting Devon Authorities Waste Reduction and Recycling Committee (DAWRRC) had employed a consultancy firm to move the project from an outline business case to a stage with costed detailed. As discussed at the previous meeting, a detailed business case would cost approximately £100,000-£150,000 and would include a review of depots.

The report being produced will be sent to the Devon Waste Partnership Member Board on 3 December 2013 to look at collection methods and what should be achieved in the next 5 years.

***17 Update on proposals for an Integrated Devon Waste**

Service (cont'd)

The Waste and Recycling Manager will feedback back to the next Committee meeting once the report has been seen by the DAWRRC.

RESOLVED that the Waste and Recycling Manager provide an update at the next Committee meeting on the feedback of the report from DAWRRC.

***18 Information to householders regarding collection day changes 2013/2014/2015**

The Board looked at the first draft of the 4 sided A5 'hangers' that will be attached to all bin handles. These will be placed on bins by SITA operatives on the last residual waste collection weeks in November and will cover refuse and recycling information for the whole year.

The Waste and Recycling Manager explained that the draft hanger leaflets had been reviewed by the East Devon Editors (members of public) who had made valuable suggestions. The cost saving of this leaflet is £6,000-£8,000 compared with last year. It was also believed that this method would disseminate information more effectively to residents.

RESOLVED that the Waste & Recycling Manager circulate the final draft of the leaflet prior to being delivered to householders

***19 Proposed Changes to Food Waste Delivery Point**

The Board discussed savings which had to be made by Devon County Council. It was suggested that £1.1million could be saved by reducing opening hours of recycling centres and possible changes to acceptance criteria and charges at HWRC's in 2015/16/17.

It was also proposed by DCC that food waste would be sent to Walpole in Somerset, which would result in higher mileage for SITA and therefore costs. This may also cause some issues at the end of the week when there is an increased amount of waste for disposal.

The Waste and Recycling Manager said he was in discussion with Devon County Council about the increased cost and what additional costs that Devon County Council will cover.

RESOLVED that the Contract Manager from SITA looks into the effects of the Devon County Council proposals and the change of waste disposal location to Walpole and report back at the next meeting.

***20 RSM Tenon – Value for Money report**

Gary Beasley from Baker Tilly gave a presentation to the Board on 'Value for Money Consultancy Services for Municipal Waste'.

The Board were pleased with the outcome in that the report which indicated that the authority were receiving good value for money and the recommendations put forward may further reduce cost or in some instances increase income.

The Board discussed the possibility of separating cans at the Greendale Depot rather than paying for this at Avonmouth. It was noted that the Board would need information on how much the additional equipment would cost and whether it would represent an overall saving in transportation and some increase in income

RESOLVED that the Contract Manager from SITA looks at the cost of separating cans at the Greendale Depot and reports back to the next meeting.

21 Waste Management Events

The Waste and Recycling Manager referred the Board to the list of events which had taken place during 2013, including the Bertie Bulb scheme.

22 Update from SITA

The Contract Manager informed the Board that SITA were trialing some new vehicles to look into different collection methods. This included a kerbside vehicle. This was to ensure that they had the right vehicle to cope with additional materials which may be introduced in future contracts e.g. cardboard.

Collections increased each week from new properties at Cranbrook. SITA was also dealing with inquiries from new residents about bin collections.

***23 Any other business**

Otter Rotters

The Waste and Recycling Manager informed the Board that the group was still in discussion with the County Council and the Environment Agency about the use of the shortly to be redundant Household Waste Recycling Centre at the Bowd, Sidmouth. The roll out of the project has been fairly slow and cost EDDC £6,000-£7,000 per year. It was noted that using the site at the Bowd would allow the project to generate and sell their own compost, proving funds for the scheme.

The Finance Portfolio Holder believed this cost to be good value for money and the project to be a positive scheme for the area, providing jobs for local people.

RESOLVED that the contractual arrangement with Otter Rotters continue for another year (2014/15)

Street Bins

The Waste and Recycling Manager informed the Board that an issue had been raised in Exmouth where residents had left their bins out on the street 7 days a week and had not removed them after collection. This has resulted in complaints from members of the public with disabilities or push chairs, who were unable to use the pavements.

***24 Any other business (cont'd)**

The Board was informed that it was the responsibility of Devon County Highways at it is a highway obstruction; however they have not resolved the issue.

The Waste Management Officer explained that he had researched other authorities and found that some removed the bins from residents after sending out several warning letters, than charged the residents £14 to have their bins redelivered. The charge for redelivering the bins was highlighted within the warning letters.

The Board noted that bins should be put out after 6pm the night before collection, and removed by 6pm on the day of collection. This is a problem which has mainly occurred in Exmouth, specifically within the Colonies area; with a few issues in Sidmouth and Sidford.

The Board was informed that EDDC already send out letter to residents highlighting this issue. The Board suggested liaising with Nick Stephens, Communications Officer, to come up with a strategy to publicise this issue effectively and trial in the Colonies area of Exmouth.

RESOLVED

that the Waste and Recycling Manager liaises with the Communications Officer to devise a strategy to highlight the problems of leaving bins on the street 7 days a week and report at the next meeting.

Waste and Recycling Contract Manager

The Waste and Recycling Manager updated the Board on the recruitment for the post of Waste and Recycling Contract Manager. The post was advertised in September and 13 applications were received. First interviews have now taken place following short listing.

***25 Next meeting**

RESOLVED

that the next meeting of the Recycling and Refuse Partnership Board be held on Wednesday 22 January 2014, at 10am in the Committee Room.

Chairman

Date