

EAST DEVON DISTRICT COUNCIL

Minutes of a meeting of the East Devon Recycling and Refuse Partnership Board, held at Knowle, Sidmouth, on 29 April 2014

Present:	Councillors: Ian Chubb – Portfolio Holder, Environment (Chairman) Tom Wright – Deputy Portfolio Holder, Environment (Vice Chairman) Geoff Pook
SITA:	Rick Aldridge – Senior Contract Manager Darren Lockett – Regional Manager Steve Ostler – Head of Development Peta Johnson – Municipal Development Manager
Officers	Steve Joyce – Waste Management Officer Paul Deakin – Waste and Recycling Manager Paul McHenry – Recycling and Waste Contract Manager Andrew Hancock – Street Scene Manager Stephanie Lewis – Assistant Democratic Services Officer
Also present	Councillor: Phil Twiss – Corporate Services Portfolio Folder
Apologies:	Councillor David Cox – Portfolio Holder, Finance Councillor Steve Gazzard Cherise Foster – Customer Service Manager

The meeting started at 2.00pm and finished at 3.45pm.

***37 Minutes**

The minutes of the Recycling and Refuse Partnership Board meeting held on 22 January 2014 were agreed and signed as a true record.

***38 Matters arising**

Waste electrical and electronic equipment (WEE)

The Waste and Recycling Manager reported that the publicity leaflets for the waste electrical and electronic equipment project were now available and waiting to be distributed. The roll out of this service may be delayed if the possible cardboard collection goes ahead

***39 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 Waste and Recycling Manager drew the Board's attention to an increase in the number of missed landfill collections from 50 in February to 80 in March. There had also been a significant increase in the number of missed assisted collections

***39 Statistical Information (cont'd)**

from 2 in February to 17 in March. The Senior Contract Manager advised that he would look into these figures and report back at the next meeting.

The number of logged calls to CSC had decreased in March. However the number of replaced food caddies and recycling boxes was high in January and February largely due to the bad weather experienced at the beginning of the year. Stocks of containers had fallen low as a result of the number replaced; however a large order had now been made to hopefully cover the next 12 months.

In response to a question from a member of the board regarding a significant drop in the recorded kilometres travelled by vehicles, the Senior Contract Manager explained that this could be a result of changes in the way the statistics are reported, and would look into this further to report back at the next meeting.

RESOLVED that the Senior Contract Manager present the reasons into the increased number of missed collections and the drop in the amount of kilometres travelled by SITA vehicles at the next meeting.

40 Integrated Devon waste service

At the last meeting the Board was informed that the initial work on the Devon waste partnership project had been carried out by officers, after which funding was received from DAWRRC (Devon Authorities Waste Reduction and Recycling Committee) to employ Eunomia research and consultation to develop an outline business case for either a fully integrated service or one based on clusters. This was presented to the Devon Partnership Member Board in March.

The Waste and Recycling Manager provided an update and informed the Board that the only option which at this time was actively being considered was a 'cluster' arrangement with Exeter City, Teignbridge DC, Devon County Council (DCC) and East Devon DC. This proposal was different from that which had originally been drawn up and modeled, so in order to take it forward it was felt a revised study was required together with a much more focussed business case. Devon County Council had approached Eunomia to carry out this work as they held the majority of the information. The price received from Eunomia was £29,000 and DCC asked if the districts would make a contribution to this to partly cover the cost but also show commitment to the project. It was noted that Exeter City Council had agreed to put forward a £5000 contribution and the Waste and Recycling Manager asked if the Board were minded to do the same. At present there had been no information from Teignbridge District Council as to whether they would make a similar contribution.

In terms of timescale, it was noted that the SITA contract would need to be extended to 2017 to allow for the start of the cluster arrangement in the Devon Waste project. The Board noted that it would be easier for Exeter and Teignbridge district councils to switch to a new Devon Wide project as their waste was provided by an internal contract. At the last meeting it was noted that a clause under EU procurement rules allowed for this, although confirmation would need to be obtained from the legal department.

40 Integrated Devon waste service (Cont'd)

The Recycling and Waste Contract Manager advised the Board that it would be beneficial to look at different councils and companies and the models available for the Devon Waste project. He noted that it should be made clear how the profit/saving share would be divided between the different councils involved in the project.

RECOMMENDED that the Recycling and Refuse Partnership Board recommend that a contribution of £5,000 be given to Devon County Council toward the cost of research and a business plan into the Devon Integrated Waste project, with a caveat that this be withdrawn if other district councils do not offer the same contribution.

41 Cardboard Recycling Options

The Waste and Recycling Manager advised the Board that they had considered the option of recycling cardboard in 2012 when they received a proposal from SITA to expand the recycling collections to include cardboard and mixed plastics (pots, tubs and cartons) at a cost in excess of £300,000. Due to pressure on budgets and Government reducing the Rate Support Grant funds, this was not deemed financially viable.

In January 2014 Tesco's made a decision to remove the recycling facilities at their store in Honiton due to overflowing banks, in particular a misuse of the mixed paper banks and the probability of traders leaving cardboard at the recycling facilities. Following this action it was agreed that options should be considered to try and provide facilities to recycle cardboard.

The Waste and Recycling Manager informed the Board that research had been conducted to look at different providers available who could offer a recycling service to householders. The Board discussed the different contractors available, as set out in the report, including Bottleman based in Beer, Advantagevanman based in Exeter, Peninsular Recycling based in North Tawton, Coastal Waste, and SITA.

The Board received a presentation from Peta Johnson, Municipal Development Manager at SITA, who outlined the options for cardboard collection. Points raised during the presentation and discussion included:

- The current SITA vehicles had the capacity to add one more container for kerbside cardboard collection
- Cardboard yield was estimated at 0.6kg per week or 1,966 tonnes per annum
- The limited time left of the current contract made modifications to the collection vehicles an expensive option. This would involve extending the length of the current vehicles
- New vehicles would be double decked with a high capacity yield
- Reallocated vehicles from within SITA would be available and ready to redeploy in July 2014
- The frequency of collections could be changed to collecting plastic bottles one week and cardboard the following week; alternate weekly collections.
- Paper yield was decreasing nationally whilst card yield was increasing year on year.

41 Cardboard Recycling Options (Cont'd)

The Board discussed the finance options available. It was noted that modifications to the current vehicles would be the most expensive option whilst new vehicles would cost £120,000 per year. The Board concluded that additional vehicles reallocated from another SITA contract (option 2 as set out in the report) was the most cost effective option.

The Committee also discussed the reduction in cost to Devon County Council (DCC) if less cardboard was taken to recycling centres but collected by EDDC. The Waste and Recycling Manager advised the Board there could be the possibility of additional funding from DCC toward the cost of collecting card as part of the kerbside collection and to help enhance the current rate of recycling.

The Board agreed that the Council had a commitment to look at finding a solution to card collections as this was the most contentious issue the Council faced which affected everyone in the district. Public feedback had previously been high on this matter with most saying they would greatly value card collections. It was noted that introducing card collections could also encourage the public to recycle more of other materials as well.

The Street Scene Manager raised the need for a long term solution to this issue which would need to be in line with future contracts. This was unlikely to happen in the next financial year as the budget had already been set for 2014/15 and was therefore likely to fall in the next budget year 2015/16. However the Board questioned whether there was a short term solution which could be implemented in the interim, such as card banks. The Committee agreed that installing card banks would create similar problems faced by Tesco, where they were abused and often overflowing, which would create additional cost to the Council.

RECOMMENDED

- a) that a report be taken to Cabinet detailing the options available for card collections
- b) that the Waste and Recycling Manager discuss with Devon County Council grants available to help fund card collections and increase recycling rates in the district.

***42 Report on EU Legislation relating to collection of recyclables**

The Board considered a report presented by the Waste and Recycling Manager which outlined the changes to EU Legislation and a requirement to set up separate collections of "at least the following: paper, metal, plastic and glass", from the household waste stream, by 2015.

RESOLVED

that the Waste and Recycling Manager's report be noted.

43 Christmas collections 2014

At the last meeting the SITA Contract Manager asked the Board to consider a request from the workforce to have no collections on the first Saturday after Christmas 2014 (27 December). This would enable crews to have a four day Christmas break from Thursday (Christmas day) through to Monday 29 December 2014. The first Saturday catch up collection would be on 3 January 2015 and the rounds would be caught up again by the third week in January. It was noted that if the proposal was not agreed there was the possibility that issues could arise with crew members calling in with 'sickness' or the inability to drive.

43 Christmas collections 2014 (Cont'd)

The Board considered the report which showed the dates that Christmas collections would be carried out and the additional days that householders would have to retain their waste over and above the normal 2 week period.

Existing	Replacement	Delay in collection
25 Dec 2014	29 Dec 2014	4 extra days
26 Dec	30 Dec	4 extra days
29 Dec	3 rd Dec	2 extra days
30 Dec	2 Jan 2015	3 extra days
31 Dec	3 Jan	3 extra days
1 Jan 2015	5 Jan	4 extra days
2 Jan	6 Jan	4 extra days
5 Jan	7 Jan	2 extra days
6 Jan	8 Jan	2 extra days
7 Jan	9 Jan	2 extra days
8 Jan	10 Jan	2 extra days
9 Jan	12 Jan	3 extra days
12 Jan	13 Jan	1 extra day
13 Jan	14 Jan	1 extra day
14 Jan	15 Jan	1 extra day
15 Jan	16 Jan	1 extra day
16 Jan	17 Jan	Up to date

The Board considered a number of potential issues which included:

- the length of time between collections
- confusion to householders
- increased calls to the Customer Service Centre
- Increased publicity via local press, social media and the East Devon app with an approximate cost of £3,000.
- Collection of side waste and whether it should be communicated to householders that there would be a one off collection
- Increased street cleansing in areas where there was a weekly bin collection and a need to arrange for these to be collected rather than left for elongated periods. The Street Scene Manager advised the Board that there would be a skeleton staff structure over the Christmas period and could be difficult to provide extra street cleansing cover during this time.

RECOMMENDED that it be agreed that waste and recycling collections do not take place on 27 December and that the conclusion of the 'catch up' period be completed on 17 January 2015 and that SITA make every effort to ensure that any overtime cost are kept to acceptable levels.

***44 East Devon Waste Strategy**

The Waste and Recycling Manager presented a report to the Board which detailed how East Devon District Council planned to meet the statutory recycling and composting targets, and comply with new legislation which included the Household Waste Recycling Act 2003, the EU Landfill Directive and any other relevant legislation.

***44 East Devon Waste Strategy (Cont'd)**

The refuse and recycling contracts were renewed in April 2006, and therefore this report would act as a guide for the formation of the contract documentation for the next contract, which was due to be commenced in April 2016. The Board discussed how a new contract in 2016 could be further improved to:

- Expand the range of materials collected to include cardboard and mixed plastics (pots, tubs and cartons)
- With our partner organisation Otter Rotters further expand the garden waste collection service
- Through education and communication carry out campaigns to encourage householders to participate in waste minimisation and recycling.
- Maintain the monitoring of side waste and multiple bins and if necessary backup with enforcement

RESOLVED that the Waste and Recycling Manager's report be noted.

***45 SITA Contract Manager's report**

SITA's Contract Manager presented his report to the Board which raised concerns about the high turnover of staff, approximately 10% since the start of the year. It was noted that this figure could get worse due to a new qualification which must be taken by all drivers. SITA have tried to overcome this problem by putting drivers through the HGV qualification course on the basis that they work for SITA for the next 2 years.

The SITA Contract Manager outlined discussions which had taken place in respect of pay negotiations and what the present position was and the Board considered options and gave the Contract Manager a view on what would be acceptable.

***46 Communications update**

The need to further promote the citizen app was raised and it was noted that so far 1,000 users had downloaded the app. Almost all of the users had signed up to receive bin collection reminders (about 700 notifications per week) and the app had been rated as a 4 or 5 out of 5 by all respondents.

A member of the Board noted that the app is not promoted on the bottom of Council emails and this could be a way to further promote and encourage people to download the app. The Street Scene Manager informed the Board that posters would also be put on the side of its vehicles to help promote the app around the district. The SITA Contract Manager suggested that the citizen app could also be advertised on the side of SITA vehicles if they are given all the information.

RESOLVED

- a) that the Waste and Recycling Manager speak to the Communications team to suggest that staff could promote the citizen app on the bottom of Council emails
- b) that the Street Scene Manager provide posters and information to the SITA Contract Manager to help promote the citizen app on the side of SITA vehicles.

***47 Any other business**

No further business was discussed.

***48 Next meeting**

RESOLVED that the next meeting of the Recycling and Refuse Partnership Board be held on Thursday 24 July 2014, at 10am in the Committee Room.

Chairman

Date