

# Public Document Pack

## South London Waste Partnership Joint Committee

Meeting of held on Tuesday, 12 September 2017 at 6.31 pm in Sutton Civic Offices

### MINUTES

**Present:** Councillor Jill Whitehead (Chair);  
Councillor Ross Garrod (Vice-Chair);  
Councillors Stuart Collins and Pat Ryan

### PART A

1 **Minutes, South London Waster Partnership, 12 September 2017**

The meeting ended at 7.00 pm

**Signed:**

**Date:**

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## **SOUTH LONDON WASTE PARTNERSHIP JOINT COMMITTEE**

**Tuesday, 12 September 2017**

**6.31 - 7.00 pm**

### **London Borough of Croydon**

Councillor Stuart Collins - Deputy Leader and Cabinet Member for Clean Green Croydon

\* Councillor Stuart King - Cabinet Member for Transport and Environment

Reserves: Councillors Robert Canning and Pat Ryan

### **Royal Borough of Kingston upon Thames**

Councillor Phil Doyle - Portfolio Holder - Resident Services

\* Councillor Terry Paton Deputy Leader

Reserves: Councillors David Cunningham and Richard Hudson

### **London Borough of Merton**

Councillor Ross Garrod - Cabinet Member for Street Cleanliness and Parking (Vice-Chair)

\* Councillor Martin Whelton - Cabinet Member for Regeneration, Environment & Housing

Reserves: Councillors Mark Allison and Nick Draper

### **London Borough of Sutton**

Councillor Manuel Abellan - Vice-Chair of the Environment & Neighbourhood Committee

Councillor Jill Whitehead - Chair of the Environment and Neighbourhood Committee  
(Chair)

Reserve: Councillor Nighat Piracha

\*Absent

Apologies

Alternates

Councillor Terry Paton

None.

Councillor Stuart King

Councillor Pat Ryan

Councillor Martin Whelton

Councillor Nick Draper

## **1. WELCOME AND INTRODUCTIONS**

The Chair welcomed all those present.

## **2. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES**

Apologies were received from Councillors Terry Paton (Kingston), Councillor Stuart King (Croydon) with Councillor Pat Ryan (Croydon) attending as a

substitute and Councillor Martin Whelton (Merton) with Councillor Nick Draper (Merton) attending as a substitute.

### **3. DECLARATIONS OF INTEREST**

There were no declarations of interest made.

### **4. MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:** that the minutes of the meeting held on 27 June 2017 were agreed and signed as a correct record.

### **5. PHASE A & B CONTRACT MANAGEMENT REPORT**

The Contracts Manager for the South London Waste Partnership (SLWP), Andrea Keys, presented the report. The report provided an update on the performance data of the three Phase A Contracts, for the quarter one 2017/18.

On Contract 1 - Transport and Residual Waste management (Viridor Waste Management Limited) the Contract Manager reported that there was a drop in total waste of 6.7% on the same period last year. The contract was operating effectively and there were no performance issues to report.

On Contract 2 - Management of the Household Reuse and Recycling Centres (Veolia (ES) (UK) Ltd). The Contract Manager reported that the Factory Lane and Kimpton sites did not reach their 70% recycling performance target for the first quarter. There were no other performance issues to report.

On Contract 3 – Materials Recycling Services, Composting, and additional treatment services (Viridor Waste Management Limited). The Contract Manager reported there were no performance issues with this element of the service.

The Contract Manager updated the committee on the Phase B Contract reporting that this was progressing well and there were no issues to report.

Members commented that all aspects of the contracts were going well, but the Communications and Engagement Advisor, John Haynes was asked to report such good news in wider communications. The Communications and Engagement Advisor said he would address this point in the Communications Update.

**RESOLVED:** that the contents of the report be noted, and wider communications be made on the good performance of the Partnership's Phase A & B contracts.

## **6. SOUTH LONDON WASTE PARTNERSHIP BUDGET UPDATE**

The Finance Adviser, Michael Mackie, presented the report. The report highlighted that the Partnership's budget for Strategic Management activities forecast an underspend for the year of £26,000. This is due to two posts currently being vacant to the value of £46k, offset by forecast £20k spend on maternity cover.

Members asked if there was any update on the Contract Compliance Officer post. The Strategic Partnership Manager, Annie Baker, explained that interviews for the post would be taking place later in September.

**RESOLVED:** that the contents of the report be noted.

## **7. SOUTH LONDON WASTE PARTNERSHIP DRAFT BUDGET 2018/19**

The Finance Adviser, Michael Mackie, presented the report. The table at paragraph 2.1 of the reports outlined the draft budget which highlighted a £57,900 increase in the budget for 2018/19. The increase allowed for pay increments and for inflation of 1% on pay (£8k), and £50k for adviser costs.

Members commented that a budget increase of £50,000 could be considered high, and asked what the reasons were behind it. The Finance Adviser explained the increase was needed to engage legal and finance advisers for the first annual review of the Environmental Services contracts and to assist with any issues from the commissioning of the Energy Recycling Facility.

The Strategic Partnership Manager, Annie Baker, explained further that it was a first time for the partnership doing an annual review, and the commissioning for the ERF, so the advisory requirements were needed in case of any problems that may arise with these two events. The following year the Partnership may be able to go back to the usual budget and this increase could be considered a one-off.

**RESOLVED** that: The proposed draft budget for the core activities of the Partnership as set out in 2.1 of the report be agreed, and it be requested that individual boroughs consider and agree the resources required in consultation with borough Finance Directors.

## 8. COMMUNICATIONS UPDATE

The Communications and Engagement Advisor, John Haynes gave the update. He mentioned that there had been good trade coverage recently around the SDEN agreement and its relation to the ERF, and the South London Waste Partnership was positively referenced in the Mayor of London's draft London Environment Strategy.

The Communications and Engagement Adviser referred to the Phase A Contract highlighting that:

- The HRRC's had featured in a press release on satisfaction levels, and the surveys will continue on a rolling basis. Further survey questions regarding HRRC permits have been added, and will be reported on in the coming months.
- Work is being done with Veolia to improve information available to HRRC site users and an update will be given at the next meeting
- There would be two further Beddington Farmland open days, which were fully booked and Viridor would hopefully beholding more in the near future.

The Communications and Engagement Adviser highlighted the following under the Phase B Contract:

- There were planned communications for the construction phase and Viridor had recently accommodated stakeholder visits to the site, including SLWP members.

In relation to Partnership-wide waste minimisation campaigns, the Communications and Engagement Adviser commented that:

- Two successful Jumble Trail events had taken place and that two 'Restart' electrical repair workshops and two 'Love Your Clothes' sewing workshops were planned.
- £9,000 had been secured from Recycle For London for a targeted Facebook advertising campaign in support of Recycle Week 2017

The Chair asked whether residents from one SLWP borough could use HRRCs in the other SLWP boroughs, especially if they lived near borough boundaries. The Strategic Partnership Manager, Annie Baker confirmed that she would look into the possibilities and report back to the committee at the next meeting.

Members requested that information be circulated to the committee regarding the £1million Community Benefit Fund, when it has to be spent, its criteria, and how people can apply for the money.

Members also asked about street trading licences for Jumble Trail events, and whether the Partnership or stall holders make the application. The Communications and Engagement Adviser explained that Recycle for London were aware of the issues, and boroughs could submit applications to hold events locally using the Recycle for London funding. It would be helpful for boroughs across London to agree consistent requirements for street trading licences.

The Communications and Engagement Adviser said further that the Community Benefit Fund had been explained on a recent visit by Members to the Beddington Site, was available on the Beddington ERF website and that further information will be circulated to members.

**RESOLVED:** that the contents of the report be noted and comments regarding communications and engagement activities relating to the Phase A and Phase B contracts.

**9. ANY URGENT BUSINESS**

There was no urgent business.

**10. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** that the public are excluded from the meeting under Section 100(A)(4) of the Local Government Act 1972 on the grounds that it is likely that exempt information, as defined in paragraph 3 of Part I of Schedule 12A to the Act, would be disclosed and the public interest in maintaining the exemption outweighs the public interest in disclosing the information. This paragraph covers information relating to the financial or business affairs of any particular person (including the authority holding that information)

**11. RISK REGISTER**

The risk register was reviewed.

**12. DATE OF THE NEXT MEETING**

The next meeting will be held on 5 December 2017 at the Sutton Civic Offices.

Signed ..... Date.....  
Chair

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