



## **MEMBERS' GROUP Hertfordshire Waste Partnership (HWP)**

### **MINUTES**

**Of a Meeting held at Broxbourne Council Offices at 1.30pm  
Monday 21<sup>st</sup> July 2008**

#### **Present:**

Cllr Brian Hill	Broxbourne BC
Cllr Paul Mason	Broxbourne BC
Cllr Malcolm Alexander	East Herts C
Cllr Derrick Ashley (Chair)	Hertfordshire CC
Cllr Jean Heywood	Hertsmere BC
Cllr Lynda Needham	North Herts DC
Cllr John Gardener	Stevenage BC
Cllr Phil Brading (Vice Chair)	Three Rivers DC
Cllr Derek Scudder	Watford BC
Cllr Clare Berry	Welwyn Hatfield BC

#### **Officers:**

Jeff Stack (BBC), David Austin (DBC), Cliff Cardoza (EHC), Anne Freimanis (EHDC), Richard Brown (HCC), Peter Davidson (HCC), Steve Burton (HBC), Vaughan Watson (NHDC), Andrew Robertson (SADC), Mark Whitfield (SBC), Peter Brooker (TRDC), Karl Murdoch (TRDC), Alan Gough (WBC), Durk Reyner (WHBC), Stephen Windmill (WasteAware Co-ordinator), Clare Haworth (Minutes, Partnership Support Officer)

#### **Other**

Mark Tipton (MACE)

	<b><u>Item</u></b>	<b><u>Action</u></b>
<b>1</b>	<b>Apologies</b>	
1.1	Apologies were received from Cllr Terence Milner (EHDC), Cllrs Chapman and Anderson (DBC) and Cllr Mike Ellis (SADC). Apologies were also received from Ray Greenall (Chair of HoWG).	
1.2	Duncan Jones would take up his post of Partnership Development Manager on the 17th September. He was unable to attend today but had already met many of the Members at the Governance Workshop on the 16 <sup>th</sup> June.	
<b>2</b>	<b>Election of Chair and Vice Chair of the HWP</b>	
2.1	Cllr Mason nominated Cllr Ashley to be the Chair of the HWP and Cllr Brading seconded this.	

- 2.2 Cllr Brading was nominated by Cllr Ashley to be Vice Chair of the HWP and this was seconded by Cllr Needham.

### **3 Minutes of the 21 April Meeting / Matters Arising**

- 3.1 The minutes were agreed as an accurate record.

#### Matters Arising

- 3.2 Item 3.7: The HoWG had asked Dacorum BC to take the lead on any further work on nappy recycling but there had been no further information on this item.
- 3.3 Item 9.1: The issue of plastic bag use was on the agenda for next Monday's Leaders group meeting and North Herts were taking the lead on this.

### **4 Round Table**

- 4.1 East Herts – had decided to delay the introduction of AWC until the Autumn of next year, since In-vessel Composting facilities were delayed.
- 4.2 Three Rivers – provisional quarter one figures seemed to be nudging 50% recycling.
- 4.3 Stevenage – last week the Executive Cabinet had approved the introduction of a food waste scheme for the third time but was still awaiting the availability of IVC facilities. Officers had been asked to provide a report on the kerbside collection of plastics.

### **5 Waste Procurement Project**

- 5.1 a) Peter Davidson presented the progress report written by Richard Brown and Alan Gough. He emphasised that this final application round for PFI credits would be very competitive and that the submission needed to be as complete as possible. In any case the private sector needed a lot of certainty as they would spend up to a million pounds when tendering for the contract.
- 5.2 Mark Tipton from MACE then made a PowerPoint presentation providing a further update on the procurement project. A discussion on some of the data then ensued. Cllr Berry felt that Welwyn Hatfield was not likely to reach the 45% recycling rate indicated on the HW Recycling and Composting 2012/13 slide. Cllr Brading requested further information in order to be able to understand the modelling behind the figures as Three Rivers was shown increasing by 9% from 2007/08 to 2012/13 and yet was not planning to introduce any new programmes. East Herts thought that a higher rate than the stated 42% would be achieved by 2012/2013.
- 5.3 Mark Tipton explained that the consultants ERM had extrapolated forward, data taken from Waste Data Flow and used the action plans from the Hertfordshire Joint Municipal Waste Management Strategy 2007. There wasn't sufficient time at the meeting to go through the model for each authority but a recognition that

**PD**

authorities need to understand the calculations behind the formula. It was clear that there are challenges ahead.

- 5.4 The data project which had just been completed by the HoWG would be cross referenced in the next week or so with ERM's data and it was hoped that the data project would confirm the model used. If the figures did not tally and it was not possible to project a figure of 50% recycling then the project board would need to decide what to do. A lower rate could be submitted in the OBC to Defra but that would weaken the position of the HWP in a very competitive process.
- 5.5 It was agreed that it was important that each authority understood the assumptions behind the figures and that ERM would provide further explanations for this. In order to secure funding, each of the partners needed to demonstrate that they had action plans to achieve what had been stated in the Waste Strategy 2007. It was time to turn aspiration into firm commitment. **PD**
- 5.6 If the OBC was not successful in the submission for PFI credits, an alternative source of funding would need to be followed. The analysis from the OBC would satisfy any funding route chosen.
- 5.7 There would be an analysis of the carbon footprint of the residual waste treatment facility. The partnership was at different stages now but after 1213 it was likely that the recycling rates of the leading authorities would plateau and the other authorities would catch up at around the 55% recycling rate.

#### b) Strategy commitments - report (Richard Brown)

- 5.8 Richard Brown presented his paper on strategy commitments, which had been emailed to the group on the 18<sup>th</sup> July. His understanding from Defra was that they wanted to invest in authorities that were aiming high in their recycling targets and that the HWP shouldn't therefore be at a disadvantage because of a fear that Defra would focus their funding on lower performing areas.
- 5.9 The following changes were agreed to Annex 1 of the MOU (Appendix A)  
1.1 and 2.2: Change 'reasonable' to 'best' endeavours.  
1.4: Remove '(replacement scheme)'  
2.3: Change 'preparation of' to 'preparation and'

Richard Brown would make the amendments and provide an updated MOU in the next few days so that it could be taken through each council's processes and then adopted at the HWP meeting on the 13<sup>th</sup> October, as outlined in the third discussion point of the paper. The updated MOU would also be added to the Leaders' Group and Directors' Group agendas for September. **RB ALL CH**

- 5.10 Richard Brown would bring to the next meeting a draft legal agreement to be considered by the HWP prior to the procurement procedure commencing. **RB**

## 6 ABPR Composting Facilities

- 6.1 Richard Brown presented the briefing note from Mick Shaw and reiterated that HCC intended to pursue a contract with Biffa to construct a facility at Westmill

Quarry as the contract with Agrivert Ltd was only part of the solution.

6.2 It seemed that West London Composting had already filled the capacity at their expanded plant so it was unlikely that Dacorum and St Albans would be able to use that instead of transferring the waste to St Ives.

6.3 HCC would keep under review overall IVC capacity at all appropriate sites in order to ensure the WCA were able to implement effective mixed green/kitchen/cardboard collections.

**RB**

## **7 Waste Infrastructure Capital Grant**

7.1 Durk Reyner presented the report written by Ray Greenall and explained that the HoWG wanted to conclude the current round within the next 4-5 weeks so that procurement could begin.

7.2 The bin design chosen by Hertsmere BC was highlighted as a suitable bin to be used where there were no special requirements. An update report would be brought to the next meeting.

**RG**

## **8 Governance Workshop on 16 June (Anne Freimanis)**

8.1 Anne Freimanis introduced the draft report and it was agreed that the summary of conclusions would be turned into actions and included in the HWP work programme.

**AF**

## **9 HWP Work Programme**

9.1 The work programme from the HoWG was presented by Durk Reyner. It was on target and next time it would be presented by Duncan Jones. As some Members could not print in A3, it was requested that the detail should be larger so it would be easy to read when printed on A4.

**DJ**

## **10 Any Other Business**

10.1 HWRC: Cllr Ashley reported that the HCC Waste Management Panel had recommended to the Cabinet, a meeting of which was taking place the same afternoon, that Tring HWRC would be closed after Aston Clinton HWRC had opened, but that Watford HWRC would remain open on an enhanced footprint.

10.2 Recycling and Composting Performance 2007/8: This information paper by Ray Greenall was discussed. Some felt that the proposed performance rewards were unfair if improvement depended upon, for example, IVC capacity not yet available.

It was explained by the Chair that the model, which the HWP had agreed, was based on achieving a reduction in residual waste and improving recycling and composting. A principal, which hadn't been agreed to, was how well geared up the facilities would be. In this sense it wasn't an equal opportunity proposal. It

was then further explained that the performance reward was just a snapshot in time and that each year there needed to be a continuous improvement in order to receive a reward. In this way the scheme would help those who would improve as and when they could.

- 10.3 It was confirmed that this reward scheme would be on top of the continuing recycling credits payments and that a line had been drawn under 2007/8, including the £150K which had been split between St Albans, Three Rivers and Dacorum.

Trade waste had erroneously been included in the figures so these needed to be revised and they would remain projections for 2008/9 until the final figures were known this time next year.

**RG**

- 10.4 Expression of Interest (Eoi) for a JWA in SW Herts: Alan Gough reported that Watford BC, Three Rivers DC and Hertsmere BC had submitted an Eoi to Defra in making a proposal for a Joint Waste Authority for waste collection, waste disposal and street cleansing functions. These three councils confirmed their intention to remain full members of the partnership should they be successful in gaining JWA status for South West Hertfordshire and were supportive of the work to submit an OBC to attract PFI credits for residual waste treatment facilities. If Defra did not fund this application then the three councils might use their own resources to save money, to fund a study.

## 11 Future Meeting Dates 2008

Monday 13<sup>th</sup> October at Broxbourne Borough Council (1.30pm)  
Please see the dates for 2009 and 2010 below.

### Dates for HWP Meetings 2009/10

<b><u>Members' Meetings</u></b> (at Welwyn Garden City)
26 Jan 09
27 Apr 09
6 Jul 09
26 Oct 09
25 Jan 10
26 Apr 10
5 Jul 10
25 Oct 10

Please note that the previously scheduled 12 Jan Meeting at Broxbourne has been replaced by the 26 January meeting at Welwyn Garden City.