

# Dorset Waste Partnership Joint Committee

Minutes of a meeting held at County Hall,  
Colliton Park, Dorchester on 24 October 2013.

## **Present:**

### Members

#### Christchurch Borough Council

Sally Derham-Wilkes  
Margaret Phipps

#### Dorset County Council

Hilary Cox (Chairman)

#### East Dorset District Council

Stephen Butler  
Mike Dyer

#### North Dorset District Council

Michael Roake (Vice-Chairman)  
David Walsh

#### Purbeck District Council

David Budd  
Paul Johns

#### West Dorset District Council

Anthony Alford

#### Weymouth & Portland Borough Council


Paul Kimber  
Ian Roebuck

### Officers of the Partnership

Steve Burdis (Director of Dorset Waste Partnership)  
Michael Bell (Head of Operations, Dorset Waste Partnership)  
Peter Illsley (Treasurer to the Dorset Waste Partnership)  
Jonathan Mair (Secretary to the Dorset Waste Partnership)  
Karyn Punchard (Streetscene Manager, Dorset Waste Partnership)  
Michael Carhart-Harris (Senior Public Relations Officer – Waste, Dorset County Council)  
Paul Goodchild (Senior Democratic Services Officer, Dorset County Council)

### Other officers attending

Lindsay Cass (Christchurch Borough and East Dorset District Councils)  
Joyce Guest (North Dorset District Council)  
Kate Hindson (West Dorset District and Weymouth and Portland Borough Councils)  
Steve Mackenzie (Chief Executive, Purbeck District Council)  
Sue Joyce (Purbeck District Council)

- (Notes: (1) Publication In accordance with paragraph 8.4 of Schedule 1 of the Joint Committee's Constitution the decisions set out in these minutes will come into force and may then be implemented on the expiry of five working days after the publication date. Publication Date: **31 October 2013**
- (2) The symbol (  ) denotes that the item considered was a Key Decision and was included in the Forward Plan.
- (3) These minutes have been prepared by officers as a record of the meeting and of any decisions reached. They are to be considered and confirmed at the next meeting of the Joint Committee to be held on **26 November 2013.**)

**Apologies for Absence**

147. Apologies for absence were received from Robert Gould (Dorset County Council) and Alan Thacker (West Dorset District Council).

**Code of Conduct**

148. There were no declarations by members of any disclosable pecuniary interests under the Code of Conduct.

**Minutes**

149. The minutes of the meeting held on 26 September 2013 were confirmed and signed.

**Matters Arising**Minute 129.8 – Highway Adoption

150.1 One member asked for an update on when a report on Highway Adoption would be considered by the Joint Committee. The Secretary to the Joint Committee confirmed that the County Council's Director for Environment had been asked to provide a report on the issue, and this had been requested for the next meeting.

Minute 132.2 – Strategic Waste Facility Project Highlight Report

150.2 One member asked if the project timescale had been sent to members of the Joint Committee. It was confirmed that this had been done.

Minute 132.3 – Strategic Waste Facility Project Highlight Report

150.3 The Chief Executive of Purbeck District Council explained that he had met with the Chief Executive of Bournemouth Borough Council on two separate occasions to discuss the issue of collecting glass as a separate material. He would be attending another meeting with the Chief Executive and Bournemouth Borough Council's Strategic Director to discuss the issue further.

**Representations to the Joint Committee**

151. No questions, petitions or deputations were received on this occasion.

 **Draft Estimates for 2014/15 and Medium Term Financial Plan 2014/15 to 2018/19**

152.1 The Joint Committee considered a report by the Treasurer to the Dorset Waste Partnership (DWP) which set out the draft estimates for 2014/15 together with a Medium Term Financial Plan (MTFP) for the period to 2018/19 and a capital programme for 2012/13 to 2018/19.

152.2 The Treasurer distributed some revisions to the figures in the report. These included revised estimates for 2014/15, commentary on the MTFP draft revenue estimates for the period 2014/15 to 2018/19, and revisions to Partners' total contributions to the DWP (before shares of any variance between budget and outturn). It was highlighted that the revised operational budget for 2014/15 was now £29,654,940, and the revised total budget including implementation costs was £29,852,457. Members noted that there was a requirement in the Inter-Authority Agreement for the Joint Committee to recommend the draft estimates for 2014/15 to Partner Councils for consideration and response by 7 December 2013. There was still work to be done to review the draft estimates for later years.

152.3 The Treasurer explained that the estimates of household waste had been prepared under the assumption that there would be an overall growth in waste arisings of 1% per annum from the 2012/13 base. Household Recycling Centre (HRC) tonnages had been subject to greater fluctuation, and so based on recent averages 3% overall growth had been taken into account for 2014/15, before reverting to 1% per annum. Some disposal and HRC contracts were due for renewal during the five-year period, and it was assumed that new contract prices would rise in line with inflation.

152.3 Members noted that the final £8 rise in Landfill Tax would take place in 2014/15, after which it was assumed to rise in line with inflation. The County Council baseline for the cost-sharing percentages took the level of increase into account, as well as the 1% growth in waste arising. Regarding recyclates, it was highlighted in the report that the market had been stable in recent months, but the Treasurer told the Joint Committee that the price paid for commingled recyclate had reduced from £15 to £12 per tonne earlier in the week. The forward estimates assumed that the Strategic Waste Facility (SWF), which was being developed with Bournemouth Borough Council, would become available in mid-2015/16. After this estimates showed the recyclate income rising to over £2M.

152.4 Regarding the revenue effects of the capital programme, the Treasurer highlighted that £3M which had been allocated for a Materials Recycling Facility at the Blandford Waste Management Centre had now been taken out of the estimate, with a consequent reduction of £49,000 in the estimate for revenue costs of capital expenditure in 2014/15. In response to a question, the Treasurer confirmed that the sum of money identified in the capital programme infrastructure budget for a Materials Recycling Facility at Blandford had been removed as part of the most recent revisions on the assumption that the SWF with Bournemouth Borough Council was being progressed.

152.5 Members noted that the current focus was on the 2014/15 budget, but that further work on the estimated budget and required contributions for the period to 2018/19 would be undertaken as a result of ongoing work on the MTFP. A further report would be considered by the Joint Committee in January 2014.

152.6 One member asked if the revisions which had been made to the draft estimates and the MTFP would be added to the report before it was considered by Partner Councils. The Treasurer explained that the report and commentary on the estimates would be updated so that the most up to date information could be considered. This would be sent to Partner Councils in the following week.

152.7 The Vice-Chairman proposed that income from garden waste be increased by raising the price to £40 from 1 April 2014 for 2014/15. The Streetscene Manager confirmed that the charge for garden waste could be increased to £40 for wheeled containers with £30 for compostable sacks. Officers would also look to reduce garden waste to a ten month service at a later date. The Secretary to the Joint Committee confirmed that it was lawful for the Joint Committee to raise the charge for the garden waste service on a cost recovery basis, and that it had been confirmed to him that such an increase would not result in a profit being made but it would meet the cost of service provision and contribute towards overheads.

152.8 The Director commented that residents in the Tranche 3 area had already been informed that the garden waste service in their area would begin in March 2014 with a cost of £35. The Streetscene Manager added that the price rise would be for new customers or those at the point of renewal of their service.

152.9 An amendment to the proposal that the price of the garden waste service be increased to £38 for wheeled containers was suggested. On being put to the vote the amendment to the proposal failed, and members subsequently agreed that the cost of the garden waste service be raised to £40 for wheeled containers and £30 for compostable sacks.

152.10 One member highlighted that the Accelerated Business Plan which had been considered in September 2010 had included the contributions which would be required from Partner Councils and had stated that the level of contributions would remain at the same

level. The level of contributions from Partner Councils had now changed and would be increasing over the next few years. He also highlighted that the increase in charges for the garden waste service would require further revisions to the estimates for 2014/15. The Treasurer commented that the budget would be adjusted to take the extra income from the garden waste service into account.

152.11 In response to a question on the robustness of the budget, the Director commented that it was as robust an estimate for 2014/15 as could be made. There were a number of high risks, including the SWF project, which could not be predicted with certainty.

152.12 The Chief Executive of Purbeck District Council explained that the financial support available to the DWP had been discussed at the most recent Dorset Chief Executives meeting, and it had agreed that more support was needed. He suggested that an unallocated savings target of £300,000 be included in the estimates for 2014/15 and that part of this could provide funding for additional financial support. Following discussion, the Joint Committee agreed that an unallocated savings target of £200,000 be included in the revised estimates for 2014/15 on the assumption that additional savings would be found to meet the cost of extra financial support. The additional income from Garden Waste from the price increase recorded in minute 152.9 would count towards this target.

### **Recommended**

153. That the draft revenue estimates for 2014/15, as revised with an overall total budget of £29,652,457, be sent to Partner Councils for consideration and response by 7 December, as required by the Inter-Authority Agreement.

### **Resolved**

154. It was agreed that:

- (i) the price of the garden waste service be increased to £40 for wheeled containers and £30 for compostable sacks from 1 April 2014;
- (ii) a further report on the proposals regarding cost-sharing and the Inter-Authority Agreement be considered at the next meeting of the Joint Committee;
- (iii) the Dorset Finance Officers' Group be asked to oversee further development for the five-year Medium Term Financial Plan 2014-19 to ensure that the needs of all Partner Councils were met, and that this be brought back to the Joint Committee for approval; and
- (iv) that a further review of the five-year capital programme 2014-19 be undertaken to ensure that the net impact on the contributions by Partner Councils be minimised, and that the sum identified for a Materials Recycling Facility in Blandford be removed.

### **Reason for Decisions**

155.1 The Inter-Authority Agreement requires the Joint Committee to recommend a draft estimate for the following year to Partner Councils by 31 October. This is to enable Partners to give their own views on the draft estimates and to reflect on them in their own budgets.

155.2 The five-year Medium Term Financial Plan and capital programme do not require the formal approval of Partner Councils, but they will be essential components of their own financial planning. Any increase in capital spending requirements will require approval within the County Council's arrangements.

155.3 Changes will be needed to the Inter-Authority Agreement and the cost-sharing formula if certain changes in the costs incurred by the Dorset Waste Partnership are borne equitably.

 **Dorset Waste Partnership Business Plan 2014-19**

156.1 The Joint Committee considered a report by the Director of the Dorset Waste Partnership (DWP) which set out the draft DWP Business Plan 2014-19. The Business Plan set out the vision and strategic objectives for the next five years, and identified the major tasks to be completed to achieve the vision. This had been developed alongside the 2014-19 Medium Term Financial Plan.

156.2 The Streetscene Manager introduced the report and explained that the Business Plan was an ambitious vision, which would form part of the future work programme of the DWP. The Business Plan would be reviewed annually by the Joint Committee.

156.3 One member commented that there was not a mention of costs in the vision of the Business Plan. The Streetscene Manager explained that “maximise cashable savings” was a critical objective of the Business Plan, and that the financial detail was included in the Medium Term Financial Plan. Following a request from a number of members it was agreed that wording on the how the Business Plan linked to the Medium Term Financial Plan would be included.

156.4 One member suggested that the review of the governance and establishment of the DWP, and ensuring governance arrangements assisted the delivery of strategic objectives, should be a medium term action and not long term. It was agreed that this be amended.

156.5 One member asked if issues regarding customer services and rental agreements with depots would affect the Business Plan. The Director of Communities for West Dorset District and Weymouth and Portland Borough Council explained that the depot issue had been resolved and a consistent approach to rental agreements had been agreed. Wider discussions regarding customer services were ongoing, but this would have no effect on the Business Plan.

**Resolved**

157.1 That the Draft Dorset Waste Partnership Business Plan 2014-19 be adopted, as amended.

**Reason for Decision**

158. To achieve the vision and strategic aims of the Dorset Waste Partnership.

**Date of Next Meeting**

159. Members noted that the next meeting of the Joint Committee would be held at 10.00am on Tuesday 26 November 2013 at West Dorset District Council offices.

**Noted****Questions**

160. No questions were asked by members under Standing Order 20 (2).

Meeting Duration: 12.30pm – 1.30pm