

Dorset Waste Partnership Joint Committee



Minutes of the meeting held at Dorset Councils
Partnership, South Walks House, Dorchester, Dorset on
Monday, 11 June 2018.

Present:

Anthony Alford (West Dorset District Council) (Chairman)
Michael Roake (North Dorset District Council) (Vice-Chairman)

Members Attending

Daryl Turner (Dorset County Council), Tony Ferrari (Dorset County Council), Ray Bryan (East Dorset District Council), Barbara Manuel (East Dorset District Council), David Budd (Purbeck District Council), Peter Webb (Purbeck District Council), Alan Thacker (West Dorset District Council), David Walsh (North Dorset District Council), Margaret Phipps (Christchurch Borough Council) and Patricia Jamieson (Christchurch Borough Council).

Other Members in attendance

Councillor Timothy Yarker attended the meeting as an observer.

Dorset Waste Partnership Officers Attending:

Karyn Punchard (Director), Paul Ackrill (Commercial and Finance Manager), Kerry Brown (Senior Auditor, South West Audit Partnership), Gemma Clinton (Head of Service - Strategy), James Potten (Communications and Marketing Officer), Michael Moon (Head of Service (Operations)), Jim McManus (Treasurer) and Denise Hunt (Senior Democratic Services Officer).

- (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: **Monday, 18 June 2018**
- (2) 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 **Tuesday, 11 September 2018.**)

Election of Chairman

- 23 **Resolved**
That Anthony Alford be elected Chairman of the Joint Committee for the year 2018/19.

Appointment of Vice-Chairman

- 24 **Resolved**
That Michael Roake be elected Vice-Chairman of the Joint Committee for the year 2018/19.

Code of Conduct

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

Apologies for Absence

- 26 Apologies for absence were received from Councillor Kevin Brookes and Grace Evans (Legal Advisor).

Terms of Reference

- 27 The Committee received the Terms of Reference for the Joint Committee.

Noted

Minutes

28 The minutes of the meeting held on 20 March 2018 were confirmed and signed.

Public Participation

29 Public Speaking

There were no public questions received at the meeting in accordance with Standing Order 21(1).

There were no public statements received at the meeting in accordance with Standing Order 21(2).

Petitions

There were no petitions received in accordance with the County Council's petition scheme at this meeting.

Forward Plan 2018

30 The Joint Committee considered its work programme and members asked about the process to be followed in respect of the Vehicle Procurement report in September 2018 and whether it would be appropriate for this to be considered by the Shadow Executive.

The Director advised members that a forward plan of decisions was currently being drafted in order to populate the agendas of the Shadow Executives going forward. It was therefore anticipated that there would be greater clarity on the process by the September Joint Committee meeting. She confirmed that the disaggregation process in respect of waste services had been completed.

Noted

Finance and Performance Report - June 2018

31 The Joint Committee considered a report by the Director of the Dorset Waste Partnership (DWP) that showed a favourable variance of £1.985m arising from the the 2017/18 revenue draft outturn. £1.372m of the underspend had been returned to the partner councils with the remaining amount of £613k added to the Budget Equalisation Reserve (BER) bringing its total value to £1.2m.

The 2018/19 outturn forecast predicted an overspend of £1.1m driven primarily by the high cost of recyclate compared with the original budget assumption. It was anticipated that the overspend would be fully covered by the BER. It was also highlighted that the 2019/20 budget would see a significant increase as a result of the recyclate price, wage and fuel inflation.

The reason for the difference in the original and final budget in respect of capital charges was questioned and members informed that this was due to the technical aspects of the accounting process, where budget was removed rather than spend being incurred. For the purposes of outturn reporting, the "variance" column was the true and relevant figure.

Members asked about funding of a potential overspend in 2018/19 if this were to rise beyond the amount contained in the BER. They were informed that additional funds would be requested from the partner councils in accordance with the Inter Authority Agreement and was an area that had been highlighted in the Corporate Risk Register.

Members noted the potential cost pressures at the point where additional collection vehicles were required due to an increase in new properties. The Chairman drew attention to the revenues associated with council tax and the new homes bonus that could fund additional vehicles once the increase in new properties made this

necessary.

Noted

Scheme of Delegation and 2018-19 Schedule of Meetings

32 The Joint Committee considered a report by the Legal Advisor.

Resolved

1. That the Scheme of Delegation be re-adopted; and
2. That the proposed schedule of meetings be approved.

Reason for Decisions

To support the delivery of effective public services through the Dorset Waste Partnership.

Internal Audit Progress Report - June 2018

33 The Joint Committee considered a report by the South West Audit Partnership (SWAP) providing a progress update on the completed audits in respect of budget management and vehicle workshops, both of which had been given a reasonable assurance. Programmed audits in 2018/19 included Value for Money Benchmarking and Enforcement and the number of audit days had been reduced to 40 days.

Noted

Updated Enforcement Fixed Penalty Notices

34 The Joint Committee considered a report by the Head of Service (Strategy) of the Dorset Waste Partnership containing recommendations in respect of a penalty charges for throwing litter from a vehicle, fixed penalty notices for littering offences and a revision to the payment for failure to produce a waste carriers licence or failure to produce Duty of Care documentation in line with regulation guidelines.

It was reported that although the enforcement team had been increased to 4 full time staff, one of these posts had been vacant for a period of time and was now filled.

Resolved

1. That a civil penalty charge for litter thrown from a moving vehicle of £100, reduced to £75 if paid within 14 days be adopted;
2. That the fixed penalty notice for littering be revised to £100, reduced to £75 if paid within 7 days; and
3. That the discounted payment for failure to produce a waste carriers licence or failure to produce Duty of Care documents be revised to £180.

Reason for Decisions

To enable littering from vehicles to be enforced where appropriate and to ensure current levels of fixed penalty notices are following national best practice and guidelines.

Dorset Waste Partnership Corporate Risk Register

35 The Joint Committee considered a report by the Head of Service (Strategy) of the Dorset Waste Partnership presenting the current corporate risk register for the DWP. The changes to the register had been outlined in the report.

Members asked whether actions to address the predicted £1.1m overspend in 2018-19 could be considered at the next meeting.

The Director confirmed that further savings proposals would be submitted for consideration in future and reminded members that some of the previous savings options had been rejected by the Joint Committee. It would be important to set

realistic budgets going forward in order to mitigate large overspends, particularly with regard to recycle price and inflation.

A decision concerning the continuation of servicing the Christchurch area by Dorset Waste Partnership would form part of the future consideration of the Shadow Executives for Dorset and for Bournemouth, Christchurch and Poole.

Noted

Questions from Councillors

36 No questions were asked by members under Standing Order 20.

Exempt Business

37 **Resolved**

That in accordance with Section 100 A (4) of the Local Government Act 1972 to exclude the public from the meeting in relation to the business specified in minute 38 as it was likely that if members of the public were present, there would be disclosure to them of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Strategic Waste Management Centre for Central Dorset

38 The Joint Committee considered an exempt report by the Director of the Dorset Waste Partnership.

Members queried whether this decision should be made by the Shadow Executive, however, the Director confirmed that a decision was of an urgent nature, with immediate impact in 2018-19 and needed in order to proceed with the project timescales and allow public consultation during the summer period.

Resolved

That the increase in the application for prudential borrowing outlined in the report be approved.

Reason for Decision

To secure a key site in Blandford for the development of a strategic Waste Management Centre in central Dorset which will provide the capacity to maximise the benefits of operational efficiency and resilience to provide business continuity now and in future years.

Meeting Duration: 10.00 am - 10.35 am