

**Notes of a meeting of the Waste Service Review Working Party
held on Monday 8 July 2024 at 10:00am, via Teams**

PRESENT

Cllr Julia Huffer (Chair)
Cllr Mark Inskip
Cllr Kelli Pettitt

OFFICERS

Isabel Edgar – Director Operations
Catherine Sutherland - Waste Development & Support Manager
Jane Webb – Senior Democratic Services Officer

50. APOLOGIES

Apologies were received from Ian Smith – Director Finance.

51. DECLARATIONS OF INTEREST

No declarations of interest were made.

52. NOTES OF PREVIOUS MEETING

The meeting notes held on 10 June 2024 were agreed as an accurate record.

53. REPORT FORMAT AND RECOMMENDATIONS RUN THROUGH

The Waste Development & Support Manager explained the report form and that the agreed recommendations would be submitted to Full Council.

- i. That, to respond to the Environment Act 2021, the Council implements the measures as detailed in section xx of this report and collect food waste in a separate container, on a weekly basis.
- ii. That the Council implements the collection of residual waste in a 180lt wheeled bin on a fortnightly basis as detailed in section xx of this report.
- iii. That the Council agrees to the supporting mobilisation and communication plans as detailed in section xx.
- iv. That the Council agree to the Waste and Recycling Policy as detailed in section xx.
- v. Instruct the Director of Operations to progress with the procurement of vehicles, caddies and bins required to implement a food waste collection and wheeled bin residual waste collection service by 31st March 2026.
- vi. To retain the current street cleansing service specification but instruct ECSS to introduce a minimum resource level of staff. Review the specification in one year's time with regards to how it has enabled performance delivery against the Key Performance Indicators with ECSS to determine any new specification for implementation in April 2026.

- vii. Approve the recommended service delivery model outlined in section xx and develop the (waste) specification in preparation for new contracting arrangements to commence in April 2026.

Members of the Working Party agreed to the suggested recommendations subject to the following amendment for recommendation vii.

- vii. *Approve the recommended service delivery model outlined in section xx and develop the ~~(waste)~~ service specification in preparation for new contracting arrangements to commence in April 2026.*

The following points were discussed:

- The estimated cost of mobilising the entire project is expected to be between £100k-£150k.
- More accurate figures will be available once the mobilisation plan is drafted
- To cover implementation a reserve fund should be identified otherwise a separate budget would need to be agreed for the implementation.
- Capital funding from the Government will cover the expenses for the caddies and vehicles, but the provision of ongoing expenses from the Government is still uncertain.
- The current estimated costs will be presented to Members, with an update on costs provided once the actual procurement costs are known.
- The Appendices in the documents will include the options and assessments to ensure that Members have a thorough understanding of the analysis.
- Members agreed to remove the charge for an additional garden waste bin, with mitigating the lost revenue through smarter working, e.g. This could include training crews during the weekdays in the winter rather than at weekends, or by stopping the garden waste service for 6 weeks over the Christmas period, to support the catch up period.
- Residents will be encouraged to compost at home, with guidance provided to those with excess waste.
- Communication will be distributed to residents through Facebook and leaflets regarding scheduled street cleanings to encourage residents to move their vehicles.
- Members expressed a preference for a Contract with ECSS rather than a Memorandum of Agreement (MoA).
- A MoA was seen as a less formal arrangement, and the Council aims to improve performance. The new contract would come to the Council in 2025 to be signed and agreed upon.

The meeting closed at 10:35am