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15 October 2013

SOUTH WEST DEVON WASTE PARTNERSHIP

Thursday 24 October 2013
10am
Daw Room, County Hall, Exeter

Members:

Councillors Croad, Hart, Thomas, Tyerman, Vincent and Williams.

Observer Members:

Councillors Brazil, Doggett and Leaves.

Members are invited to attend the above meeting to consider the items of business overleaf.

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Chief Executive

SOUTH WEST DEVON WASTE PARTNERSHIP

1. APPOINTMENT OF CHAIR AND VICE-CHAIR

The Secretary of the Joint Committee (Jenny Doudoulakis) will invite nominations for a new Committee Chair in accordance with the Joint Working Agreement and a new Chair will be elected from Torbay Council's Committee Members. The new Chair will invite nominations for a new Committee Vice-Chair in accordance with the Joint Working Agreement and a new Vice-Chair will be elected from Plymouth City Council's Committee Members.

2. INTRODUCTIONS AND APOLOGIES

To introduce attendees and receive apologies for non-attendance submitted by Members.

3. DECLARATIONS OF INTEREST

Members will be asked to make any declarations of interest in respect of items on this agenda.

4. MINUTES

(Pages 1 - 4)

To sign and confirm as a correct record the minutes of the meeting held on 25 April 2013.

5. CHAIR'S URGENT BUSINESS

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

6. PROJECT UPDATE

Members will receive a verbal project update report Mark Turner, Project Director.

7. UPDATE OF MVV CONSTRUCTION PROGRAMME AND SITE ACTIVITIES

Members will receive a presentation summarising MVV's construction progress and site activities from Martin Pollard, Project Manager.

8. OVERVIEW OF PROJECT COMMUNICATIONS

Members will receive an update from Liz Waugh on communication activity from April 2013 – October 2013.

9. UPDATE OF SWDWP PROJECT PROGRAMME (Pages 5 - 6)

Members will receive a Project Programme update from Mark Turner, Project Director.

10. DATE AND LOCATION OF NEXT MEETING

The next meeting is scheduled for 24 April 2014 at 10am at the Council House, Armada Way, Plymouth.

11. EXEMPT BUSINESS

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

PART II (PRIVATE MEETING)

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

that under the law, the committee is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

NIL.

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South West Devon Waste Partnership

Thursday 25 April 2013

PRESENT:

Councillor Croad, in the Chair.
Councillors Coker and Vincent.

Observer Member: Councillor Doggett

Apologies for absence: Councillors Hart and Thomas.

Also in attendance: Tracey Lee, Chief Executive (Plymouth City Council), Charles Uzell, Environmental Commissioner (Torbay Council), David Whitton, Head of Capital Development and Waste Management (Devon County Council), Sally Farley, Service Manager (Torbay Council), Mark Turner, Project Director, Martin Pollard, Project Manager, Liz Waugh, Communications Consultant, Jenni Doudoulakis, PFI Co-ordinator and Ross Johnston, Democratic Support Officer.

The meeting started at 10.10 am and finished at 11.15 am.

Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

33. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

34. **MINUTES**

Agreed that the minutes of the meeting of the South West Devon Waste Partnership Joint Committee held on Thursday 24 January 2013 are confirmed as a correct record.

35. **CHAIR'S URGENT BUSINESS**

There were no items of chair's urgent business.

36. **PROJECT UPDATE**

The Partnership received a verbal project update from Mark Turner, Project Director. Members were informed that since the last Committee –

- (a) MVV and the SWDWP had continued to progress work on an operational interface, with the main focus directed at developing the IT systems and reporting arrangements;

- (b) a financial allocation mechanism was being finalised by SWDWP which followed the original principles of the Joint Working Agreement and this would be included as an addendum to it. The scheme would identify the appropriate allocation of Defra Waste Infrastructure Grant (formerly PFI credits) and detail the apportionment of monthly bills from MVV between the three authorities;
- (c) the SWDWP were in the process of developing the role of a future SWDWP Contract Manager;
- (d) MVV had one breach of Planning conditions of exceeding the operating hours condition on 5 February 2013;
- (e) only two public complaints had been received, one in relation to dust and one noise.

Following a request made at the last Committee Meeting, Members were provided an overview of noise management and monitoring obligations and were informed that –

- (f) MVV had published a 'Noise Management Plan', which was a public document and formed part of the planning permission conditions and was available on MVV's website; this was in accordance with the noise level requirements and bespoke methodology that Plymouth City Council had imposed on MVV as part of the planning approval;
- (g) a member of Plymouth's Public Protection Service and MVV's monitoring team would be asked to attend the partnership's site visit in July 2013 to provide an update on noise issues and answer members' questions directly.

In response to members' questions it was reported that MVV carry out noise monitoring on a defined basis for a minimum of 30 minutes with the aim of ensuring that noise levels were kept within prescribed limits – the exact process and frequency can be explored further during the site visit in July. MVV control noise through the effective use of acoustic barriers and screening to deflect noise and monitored using hand-held noise monitoring devices in areas that were likely to receive the greatest levels of noise.

Agreed that Mark Turner, Project Director would establish the method of noise monitoring in practice at the MVV site and report back to Councillor Mark Coker in advance of July's site meeting.

37. **OVERVIEW OF PROJECT COMMUNICATIONS**

Liz Waugh, the Partnership's Communication Consultant gave a verbal update on recent and upcoming communication activity. Members were informed that –

- (a) media enquiries had been quiet since January, whilst recent communication activities had mainly focused on community liaison;

- (b) the third north yard construction newsletter had been issued and distributed by MVV to approximately 1500 local households;
- (c) MVV had been working closely with local schools and colleges promoting recycling practices and raising awareness of how EfW sits within the waste hierarchy;
- (d) MVV had signed up to the 1000 club, a campaign in Plymouth where companies had committed to support young people into employment, whether that be through work experience, apprenticeship, graduate internships or employment;
- (e) in February a question and answer session was held by MVV with the Herald;
- (f) the North Yard Community Trust had now been officially registered and would be holding its first Annual General Meeting at 7pm on 13 May 2013 at the Weston Mill Oak Villa Social Club, Plymouth;
- (g) MVV had hosted site visits for the Incinerator Liaison Committee (ILC) and the Chartered Institute of Building (CIOB), subsequently further professional organisations had requested to visit the site.

In response to members' questions it was reported that the Planning Department had agreed with MVV which households would receive the construction newsletter but that on the Members' request that this would be reviewed by SWDWP with MVV.

Agreed that Liz Waugh, Communication Consultant, contact Councillors Mark Coker and Brian Vincent to discuss communications for Devonport ward residents, and to help inform future communication activities.

38. **UPDATE OF MVV CONSTRUCTION PROGRAMME AND SITE ACTIVITIES**

Martin Pollard, Project Manager, gave a presentation providing an update on MVV's construction programme and site activities since January. Members were informed that –

- (a) piling on site had been completed;
- (b) the building of the turbine hall had commenced, the base of the air-cool condensers were constructed, the bunkers were being worked on and the stair tower, which was pre-fabricated off-site, had been erected;
- (c) current site activities included –
 - continuation of concrete pouring and excavation of the bunker;
 - construction of the flue gas treatment package including the

chimney;

- landscaping works within the local area;
- preparation for piling on the access road bridge, a key construction activity which would enable the heavier parts of the build to begin.

39. **UPDATE OF SWDWP PROJECT PROGRAMME**

Mark Turner, Project Director, presented the latest Project Programme and informed members that MVV had anticipated a six week delay in operational commencement; this was due mainly to the later than anticipated start on site last July and recent severe inclement weather that had been experienced.

Members noted the project programme.

40. **FREQUENCY AND FORMAT OF FUTURE MEETINGS**

Agreed that the frequency of the SWDWP formal committee meetings are altered from quarterly to six monthly, with each quarterly date reserved between meetings formal meetings for informal site visits to the MVV site as follows:

- 25 July 2013 - Site visit to MVV site, Plymouth (optional);
- 24 October 2013 - formal Joint Working Committee meeting;
- 23 January 2014 - Site visit to MVV site, Plymouth (optional);
- 24 April 2014 – formal Joint Working Committee meeting.

41. **DATE AND LOCATION OF NEXT MEETING**

Agreed that the partnership will undertake a site-visit on Thursday 25 July 2013 and the next meeting will be held on Thursday 24 October 2013 at 10am at the Council House, Plymouth.

42. **EXEMPT BUSINESS**

There were no items of exempt business.



South West Devon Waste Partnership
Outline Project Programme (post procurement) – 15th October 2013

Milestone	FBC Programme @ Feb 2011	Current agreed/ anticipated programme	Status	Comments
Finalise Contract	Mar 2011	Mar 2011	Completed Mar 11	Finalise Contract for award
Defra Approve FBC	Feb 2011	Mar 2011	Completed 25 Mar 2011	Defra FBC process & approval
Contract Award and Final Close	Mar 2011	Mar 2011	Completed 25 Mar 2011	25 th March 2011
MVV Submit Planning application	Mar 2011	15 th April 2011	Completed May 10 2011	Slight delay due to MVV finalisation of planning application
MVV Submit Environmental Permit application	Mar 2011	20 th April 2011	Completed June 6 2011	Slight delay due to MVV finalisation of permit application
Planning Application Approval	Jan 2012	Jan 2012	Completed 3rd February 2012	The application was approved by Planning Committee on 22 nd December 2011 - decision document issued 3 rd Feb 2012
Planning Judicial Review (JR) period	N/A	3 rd May 2012	Completed	A JR challenge application was received on 19 th March 2012 and was dismissed on 29 th June 2012. The period for lodging any JR expired 3 months after formal planning decision issued.
Main Construction Start on Site	Apr 2012	8 th August 2012	Completed Main works started 15th August 2012	Main Works started behind MVVs original programme due to time taken to discharge all necessary planning conditions and following pre-works which commenced on 26 th March 2012. MVV believe they can recover lost time
Environmental Permit Application Approval	Mar 2012	Mid 2012	Complete Permit issued 6th March 2012	Permit not required until plant becomes operational hence not on critical path
Start of Hot Commissioning	Aug 2014	6 th Nov 2014	MVV anticipate 6 week delay to original Contract Programme due to late start on site and adverse weather.	No additional delay but actual date subject to completion of construction and cold commissioning on site. MVV are anticipating receiving 100% of SWDWP waste
Operational Service	Nov 2014	7 th Jan 2015	MVV anticipate 6 week delay to Contract Programme due to late start on site and adverse weather.	No additional delay but actual operational date subject to completion of construction on site and hot commissioning tests.

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