

# Public Document Pack



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14 April 2015

## **SOUTH WEST DEVON WASTE PARTNERSHIP**

Thursday 23 April 2015

10.00 am

Clinton Room, County Hall Committee Suite, County Hall, Exeter

### **Members:**

Councillor Vincent, Chair

Councillor Croad, Vice Chair

Councillors Coker, Hart, Thomas and Tyerman.

### **Observer Members:**

Councillors Doggett and Michael Leaves.

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

**Tracey Lee**

Chief Executive

# **SOUTH WEST DEVON WASTE PARTNERSHIP**

## **AGENDA PART I - PUBLIC MEETING**

### **1. INTRODUCTIONS AND APOLOGIES**

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

### **2. DECLARATIONS OF INTEREST**

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

### **3. MINUTES (Pages 1 - 8)**

To sign and confirm as a correct record the minutes of the meeting held on 23 October 2014.

### **4. CHAIR'S URGENT BUSINESS**

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

### **5. PROJECT UPDATE**

Members will receive an update on the project from Mark Turner, Project Director.

### **6. UPDATE OF MVV CONSTRUCTION PROGRAMME AND SITE ACTIVITIES**

Members will receive a presentation summarising MVV's construction, commissioning and site activities from Barry Ashbee, South West Devon Waste Partnership Contract Manager.

### **7. OVERVIEW OF PROJECT COMMUNICATIONS (Pages 9 - 10)**

Members will receive an update from Liz Waugh on communication activity from October 2014 – April 2015.

### **8. UPDATE OF SWDWP PROJECT PROGRAMME (Pages 11 - 12)**

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

### **9. COMMUNITY LIAISON AREA**

Members will receive an update on the proposed protocol for use of the community area.

## **10. DATE AND LOCATION OF NEXT MEETING**

The next meeting is scheduled for 22 October 2015, in Plymouth, at a venue yet to be confirmed.

## **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 7 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 23 October 2014

### PRESENT:

Councillor Vincent, in the Chair.  
Councillor Croad, Vice Chair.  
Councillors Coker, Doggett and Tyerman.

Apologies for absence: Councillors Hart, Michael Leaves and Thomas.

Also in attendance: Barry Ashbee (SWDWP Contract Manager), Sally Farley (TC Project Officer), Jane Ford (MVV Community Liaison Manager), Tracey Lee (Chief Executive, Plymouth City Council) Helen Rickman (Democratic Support Officer), Mark Turner (SWDWP Project Director), Dale Unsworth (Senior Waste Manager, Devon County Council), Charles Uzzell (SWDWP Chair of the Project Executive), Liz Waugh (Partnership's Communication Consultant) and Uwe Zickert (Managing Director MVV).

The meeting started at 10.00 am and finished at 11.45 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.*

### 65. APPOINTMENT OF CHAIR AND VICE-CHAIR

Agreed that in accordance with the Joint Working Agreement Schedule C clause 4 –

- (1) Councillor Vincent is appointed as Chair until the first meeting of the Joint Committee after the 1 May 2015;
- (2) Councillor Croad is appointed as Vice-Chair until the first meeting of the Joint Committee after the 1 May 2015.

### 66. DECLARATIONS OF INTEREST

There were no declarations of interest in accordance with the code of conduct.

### 67. MINUTES

Agreed that the minutes of the meeting of the South West Devon Waste Partnership Joint Committee held on 24 April 2014 are confirmed as a correct record.

68. **CHAIR'S URGENT BUSINESS**

There were no items of Chair's urgent business.

69. **PROJECT UPDATE**

Mark Turner (Project Director) provided Members with a verbal project update.

Members were advised that –

- (a) the main building was substantially complete; work was now taking place on external roads and finishes;
- (b) the main equipment and technology had been installed and tested; the focus was now upon the lead up to commissioning;
- (c) two community areas had been brought back into use, Blackies Wood and a play park at Savage Road;
- (d) the project had experienced a further delay since the joint partnership last met in April, the project was 14 weeks behind the programme agreed in February 2011 albeit MVV construction started on site around 13 weeks behind schedule. The first delivery of waste was scheduled for December 2014;
- (e) the incinerator bottom ash would be exported from the Plymouth Docks to Holland for engineering purposes on a short term basis.

In response to a question raised it was reported that MVV were taking responsibility for the delay and paying liquidated damages hence there were no financial losses to the three Council's as a result of the delay on site other than there would be a delay in PFI grant payments being received due to the delay.

Mark Turner was thanked for his update.

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

Barry Ashbee (SWDWP Contract Manager) provided Members with an update on the MVV Construction Programme and Site Activities.

Members were advised that –

- (a) the main cladding to the exterior of the building was substantially complete;
- (b) the admin building was well advanced and work on the weighbridge was underway;
- (c) electrical wiring was in the process of being installed and tested;

- (d) the public spaces at Savage Road and Blackies Wood were complete and open to users;
- (e) there was currently a 14 week delay on site (refer to minute 69 above);
- (f) the first delivery of waste was planned for December 2014 at which point 100% of the South West Devon Waste Partnership's waste would be diverted to this facility;
- (g) the planned full service commencement was scheduled for March 2015; by this stage commissioning of the facility would be complete;
- (h) since the last committee meeting there has been only one planning compliance issue which related to the overrunning of agreed working hours on site; this was self-monitored by MVV and self-corrected;
- (i) two formal complaints had been submitted to MVV including plastic sheeting flapping overnight causing a disturbance and a query relating to the access to Blackies Wood; both issues SWDWP understood had been actioned by MVV and were concluded;
- (j) preoperational planning and environmental permit conditions were being discharged;
- (k) an environmental permit for IBA at Victoria Wharf had been issued;
- (l) the installation of the building ribs had commenced along with the external roads and fencing; the rib lighting was also being installed;
- (m) the architectural wrapping to the facility was well advanced.

Members requested to visit the site both before its opening and once it is receiving and burning waste.

Agreed that two dates would be scheduled to visit the MVV site in Plymouth; the first date arranged for the first or second week in December and then the second date arranged for January 2015.

Members thanked both Mark Turner and Barry Ashbee for all of their hard work during the project.

## 71. **OVERVIEW OF PROJECT COMMUNICATIONS**

Liz Waugh (Partnership's Communication Consultant) provided a verbal update on recent and upcoming communication activity. Members were advised that –

- (a) she had been responding to media enquiries in relation to the project; there was a resurgence of attention in the Ernesettle area of Plymouth due to another separate waste facility proposal;

- (b) the waste disposal site in Exeter opened last week; it was reported that during commissioning steam blowing noise coming from the site was much higher than expected however this was linked to a technical error;
- (c) there was increased media attention around the issue of steam blowing – there were concerns that this was a highly visual and noisy process;
- (d) a meeting between MVV and SWDWP was planned to discuss proactive media communications over the next few months in relation to MVV's commissioning programme to ensure that residents and local councillors were aware of what was happening.

Members thanked Liz for her update.

## 72. **COMMUNITY LIAISON**

Jane Ford (MVV Community Liaison Manager) provided Members with a presentation summarising the community liaison update.

Members were advised that –

- (a) there was increasing engagement with primary schools and higher education establishments;
- (b) operational staff were now in place and had been employed from the local area; jobs were linked in with the Council's 1000 club to promote jobs in Plymouth;
- (c) site tours had commenced; the oldest visitor was 83 years old;
- (d) the Community Liaison officer had worked with the new University Technical College; a group of students had been sponsored by MVV for a green power project and were building their own electric powered racing car;
- (e) a group of A Level Engineering students used the EFW project to write a report for one of their modules;
- (f) four primary schools were actively engaged with the programme and had started a 'recycle' module at school; children visited the site and were shown around the viewing platform;
- (g) foundation year children from a nearby school have a weekly welly walk around Blackies Woods;
- (h) approximately 70% of the construction workers on site and 98% of the operational team were locally employed;



- (i) the education programme, a requirement of the Section 106 agreement, had been approved by the planning authority;
- (j) the newsletter distribution list currently had 1800 properties however officers were aware of the need to keep everyone as informed as possible, through a variety of media outlets;
- (k) additional mailshots would be distributed approximately one week before the site was due to start burning oil to advise local residents of what they might see and hear as a result of this process;
- (l) community drop-in sessions were being organised once a month at a variety of locations to provide residents with information and to answer questions;
- (m) the North Yard Trust had their own website and were starting to fund local projects;
- (n) a local childrens' football team was sponsored to play a tournament in the Netherlands; over £3000 was raised and they won the tournament.

In response to questions raised it was reported that –

- (o) there was expected to be a large volume of visitors to the site once operational , specifically from schools and local community groups; this needed to be planned and managed;
- (p) an open day was being scheduled for local Headteachers to advise them of what was available at the site.

Agreed that –

- (1) the presentation would be distributed to Members after the meeting;
- (2) a workshop with MVV would be arranged to include SWDWP officers to agree how to manage and coordinate visits to the site; committee members requested they see and have input to the final programme.

### 73. **TESTING AND COMMISSIONING**

Uwe Zickert (Managing Director MVV) provided Members with a presentation summarising the testing and commissioning protocols for the plant.

Members were advised that –

- (a) the functions of the plant needed to be tested to ensure it was safe; environmental impacts were being managed and mitigation steps were in place;
- (b) it was important to keep the local community informed of progress on site as well as the steam blowing exercise;

- (c) a specialist was brought in from Germany and would undertake the commissioning of the site; he was expected to stay until the end of the year;
- (d) the first phase of commissioning included:
- the 'blow out' procedure which would flush out the system to ensure it was as clean as possible;
  - for the boiler to be heated in order to create a corrosion protection layer in the tubes;
  - a small amount of steam would be produced, this would escape via a funnel in the roof other than via the main chimney. Smoke would not be emitted during this process;
  - waste was not burned during this process;
  - the boiler would be heated up daily taking between 6 to 8 hours; this was not a noisy process;
  - the steam inside would build under pressure; a valve would then be opened and the steam would be blown out to get rid of the small corrosion particles contained inside;
  - the blowing out procedure would last approximately 15 minutes and be undertaken each day until clean and would emit noise;
  - a silencer would be installed to reduce the noise impact however this contributed to pressure loss;
  - there was a chance that grey smoke would be emitted during the oil burners operating;
- (e) the second phase of commissioning included:
- the receipt and burning of waste;
  - combustion control systems would be adjusted;
  - during this phase the air pollution control system would be operating;
- (f) the third phase of commissioning included:
- electrical connection to the grid;
  - testing would be undertaken to ensure the safety functions were working;

- (g) the fourth phase of commissioning included:
- acceptance and reliability testing to demonstrate that the plant performance is achieved;
  - the site needs to be compliant and the acceptance test needed to be achieved;
- (h) noise monitoring points were located around the site and measured noise 24 hours a day; noise monitoring was also reported on the MVV website;
- (i) mitigation was in place to avoid unnecessary odour, litter and dust during operation; the site had a system which sucks the air out of the bunker during the shut-down period and then cleans it.

In response to Members questions it was reported that –

- (j) officers and MVV were aware of the importance of informing residents that some noise was expected;
- (k) a variety of different media channels were expected to be used to inform residents including the local news and radio, website pages as well as leaflet drops.

Members thanked Uwe Zickert for his update.

74. **UPDATE OF SWDWP PROJECT PROGRAMME**

Mark Turner provided Members with an update on the South West Devon Waste Partnership Project Programme.

Members were advised that –

- (a) the majority of the workplan had been ‘greyed’ out as complete;
- (b) commissioning was expected to start in December 2014;
- (c) MVV had worked hard to follow the planned programme and despite delays the project was progressing well.

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

The next meeting was scheduled for 23 April 2015 at a venue to be confirmed.

76. **EXEMPT BUSINESS**

There were no items of exempt business.

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## **South West Devon Waste Partnership**

### **Community Engagement Report – April 2015**



This report provides a summary of project related communication activities and written queries made between October 2014 and April 2015.

#### **I. Communication activities**

The **Incinerator Liaison Committee (ILC)** continues to meet and members also receive regular updates from Jane Ford, MVV Community Liaison Manager. Three meetings were held; 16 Oct 14, 20 Nov 14 and 09 Apr 15.

These meetings are attended by representatives from SWDWP, MVV, the Ministry of Defence and the Environment Agency.

N.B This committee was initially known as the Local Liaison Committee whoever a similarly named committee already exists linked to Devonport Naval Base so the name was changed.

#### **27 November / 1 December – Local Ward and Portfolio Holder Councillor Briefing**

An update of current and forthcoming activities was given to local ward councillors and the portfolio holder member in preparation for the commissioning period.

#### **19 January – Local Ward Councillor Communication**

An email was distributed to local ward members providing a brief update on site activities during the commissioning process and alerting them to communications issued by MVV to local residents and media.

#### **20 January – All Councillor Communication**

An email was distributed to all members providing a brief update on site activities during the commissioning process and alerting them to communications issued by MVV to local residents and media.

#### **22 January – Joint Committee Site Visit**

The SWDWP Joint Committee members received a presentation from MVV and attended a site visit to review progress.

#### **23 February – Local Ward Councillor Communication**

An email was distributed to local ward members updating them on the commissioning process and highlighting that activities due that were expected to potentially cause concern to nearby residents.

#### **26 March – Plymouth Conservative Group site visit**

A group of Plymouth Conservative Councillors attended a site visit and received background information on the project and MVV.

#### **26 March – Devon County Council Leader site visit**

Councillor Hart attended a site visit and received and update on the project.

## **2. Summary of written queries received**

One email query was received by the Partnership seeking information on the need for the facility, the democratic process, and potential health impacts from the stack emissions.

One request under the Freedom of Information Act was also received by the Partnership requesting the release of information following the publication of the Local Government Transparency Code 2014.

The partnership has responded to the all written queries received.

## **3. Media Enquiries and Liaison**

The Partnership continues to work with and support MVV in their communication activities and MVV has now become the main contact for media and radio. A communications strategy was developed to transition from commissioning through to operations in conjunction with MVV Communications.

Enquiries have continued to come in from various sources: Plymouth Herald, Radio Plymouth Heart Radio, ITV, BBC Spotlight and Radio Devon, and much of the focus has been around the visible / audible activities on site such as the steam blow and the preparations for commencing operations. The other enquiries focused on the delay to the construction schedule, and the potential impact of costs to the council budget, specifically after the transition to a new collection regime.

In order to raise awareness and understanding of the cold and hot commissioning,, a video tour of the facility was produced by the Plymouth Herald in January 2015. MVV issued a broader media release to all media outlets explaining how the steam blowing process would work.

In addition to this coverage, 2127 letters and newsletters were posted to the residents of the local area (which was extended following consultation with local ward councillors). The MVV website was updated with details of the forthcoming works, any activities that would be noticeable and offering contact details for the Community Liaison Manager for any queries or concerns.

A small number of articles and photographs have been published in the local paper; however, no comments or complaints have come directly to the Partnership around any of the commissioning activities. MVV reports that since the start of the commissioning period it has received 6 enquiries in total; 5 relating to the visible steam and 1 requesting a site visit.

Jane Ford, MVV Community Liaison Manager, continues to work closely with the local community and primary schools and there have been a number of requests to her from various groups. These include opportunities of working with MVV, educational links and opportunities, interest in visits to the facility from local and professional groups, and support for applications to the North Yard Community Trust.



**South West Devon Waste Partnership**  
**Outline Project Programme (post procurement) – 23<sup>rd</sup> April 2015**

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 <sup>th</sup> March 2011
MVV Submit Planning application	Mar 2011	15 <sup>th</sup> April 2011	Completed May 10 2011	Slight delay due to MVV finalisation of planning application
MVV Submit Environmental Permit application	Mar 2011	20 <sup>th</sup> April 2011	Completed June 6 2011	Slight delay due to MVV finalisation of permit application
Planning Application Approval	Jan 2012	Jan 2012	Completed 3 <sup>rd</sup> February 2012	The application was approved by Planning Committee on 22 <sup>nd</sup> December 2011 - decision document issued 3 <sup>rd</sup> Feb 2012
Planning Judicial Review (JR) period	N/A	3 <sup>rd</sup> May 2012	Completed	A JR challenge application was received on 19 <sup>th</sup> March 2012 and was dismissed on 29 <sup>th</sup> June 2012. The period for lodging any JR expired 3 months after formal planning decision issued.
Main Construction Start on Site	Apr 2012	8 <sup>th</sup> August 2012	Completed Main works started 15 <sup>th</sup> August 2012	Main Works started behind MVV's original programme due to time taken to discharge all necessary planning conditions and following pre-works which commenced on 26 <sup>th</sup> March 2012. MVV believe they can recover lost time
Environmental Permit Application Approval	Mar 2012	Mid 2012	Complete Permit issued 6 <sup>th</sup> March 2012	Permit not required until plant becomes operational hence not on critical path
Start of Hot Commissioning	Aug 2014	Late April 2015	MVV's anticipated date is later than the original Contract Programme due to late start on site and construction activity delays.	Actual date subject to completion of construction and cold commissioning on site. MVV are anticipating receiving SWDWP waste from start of Hot Commissioning
Operational Service	Nov 2014	July 2015	MVV's anticipated date is later than the original Contract Programme due to late start on site and construction activity delays.	Actual operational date subject to completion of construction on site and hot commissioning tests.

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