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## **SOUTH WEST DEVON WASTE PARTNERSHIP**

Thursday 26 July 2018  
10.00 am  
Council House, Plymouth, PL1 1AA

**Members:**

Councillors Coker, Dann, Davis, Hart, King, Mills and Tyerman

**Observer Members:**

Councillor Vincent and Councillor Doggett

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

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# **SOUTH WEST DEVON WASTE PARTNERSHIP**

## **1. APPOINTMENT OF CHAIR AND VICE CHAIR**

In accordance with the Joint Working Agreement a new Chair will be elected from Devon County 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 Torbay Council's Committee members.

## **2. INTRODUCTIONS AND APOLOGIES**

To introduce attendees and receive apologies from 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**

To sign and confirm as a correct record the minutes of the meeting held on the 27 July 2017.

## **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. CONTRACT AND FACILITY PERFORMANCE AND CURRENT STATUS**

To receive a presentation summarising the performance of the contract and facility for 2017/18 and its current status.

## **7. COMMUNITY INTERFACE, COMMUNICATIONS AND EDUCATIONAL PRESENTATION**

To receive an update on community interface, communications and educational activities.

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

To agree the 25 July 2019 as the date of the next meeting.

## **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 of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 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 panel is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

#### **9. COMMERCIAL CONTRACT PERFORMANCE AND ISSUES / SOUTH WEST DEVON WASTE PARTNERSHIP ACCOUNTS**

Members will receive a presentation from Martyn Stapleton summarising the contract's commercial issues and performance for year 2017/18 and the partnership's budget forecast and allocations for 2018/19.

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## South West Devon Waste Partnership

Thursday 27 July 2017

### PRESENT:

Councillor Michael Leaves, in the Chair.  
Councillor Davis, Vice Chair.  
Councillors Hart and Tyerman.

Observer Members: Councillors Doggett and Vincent.

Apologies for absence: Councillors King and Nicholson.

Also in attendance: Meg Booth (Head of Capital Development and Waste Management- Devon County Council), Sarah Fell (Finance Business Partner – Plymouth City Council), Ian Hartley (Project Manager – Torbay Council), Frances Hughes (Assistant Director community and Customer Services – Torbay Council), Anthony Payne (Strategic Director for Place – Plymouth City Council), Ashleigh Sherrell (SWDWP Project Co-ordinator), Martin Stapleton (SWDWP Assistant Contract Manager), Mark Tuner (SWDWP Contract Manager – Plymouth City Council) and Helen Wright (Democratic Support Officer – Plymouth City Council).

The meeting started at 10.00 am and finished at 11.06 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.*

### 1. **Appointment of Chair and Vice Chair**

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

- (1) Councillor Michael Leaves is appointed as Chair until the first meeting of the Joint Committee after 1 May 2018;
- (2) Councillor Andrea Davis is appointed as the Vice Chair until the first meeting of the Joint Committee after 1 May 2018.

The Chair thanked the former Chair, Councillor Roger Croad, for his work and support for the Partnership (it was agreed to send a 'thank you' letter to Councillor Croad).

### 2. **Declarations of Interest**

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

### 3. **Minutes**

Agreed that the minutes of meeting held on 5 September 2016 are a correct record.

### 4. **Chair's Urgent Business**

There were no items of Chair's urgent business.

### 5. **Contract and Facility Performance and Current Status**

Mark Turner (SWDWP Contract Manager), Martyn Stapleton (SWDWP Assistant Contract Manager) and Ashleigh Sherrell (SWDWP Project Co-ordinator) provided members with details of the SWDWP annual performance summary and project update.

The highlight of the presentation included –

- (a) contract and facility performance 2016/17 -
  - EfW facility had been fully operational for nearly two years;
  - MVV's overall 2016/17 service and performance had been very good;
  - service issues had been minor in nature but some differences and disagreement in contract interpretation remained;
  - odour issues experienced in 2016/17 had been resolved;
- (b) MVV contract and facility performance 2016/17 summary -
  - MVV achieved 99.84% diversion from landfill (target 97%);
  - plant availability 91.3% (target 90%) with five unplanned shutdowns;
  - three exceedances of environment permit;
  - 62 performance indicator breeches;
  - annual waste throughput 2,103 tonnes above the anticipated tonnage of 245,000;
- (c) SWDWP tonnages and budgets 2016/17 -
  - total tonnage delivered 0.7% above forecast;
  - total budget expenditure 1.0% below forecast;
- (d) community communications 2016/17 summary -
  - 18 media stories;
  - 108 complaints (93 of which relate to odour);
  - five liaison groups (three ILC meetings and two site visits);
- (e) odour issues during the 2016/17 shutdown -

- Improvement notice issued by the Environment Agency for poor control of odour although the Agency did recognise that this related to the shutdown;
  - petition had been received in July 2016 from 200 local residents which had been received by MVV to 'meet their commitments' regarding odour control;
  - MVV had implemented multiple remedies including improvements to the shutdown fan and smoke vents, closing air vents in the tipping hall and the installation of an odour neutralisation system in the waste bunker;
  - complaints had been minimal since summer 2016 however the improvements to the shutdown fan would not be tested until September 2017 during the next annual outage;
- (f) EfW community area summary -
- school visits had contributed to 18% of the visitor centre usage (87% by local returning PCC schools);
  - EfW education video was being produced by MVV to support the education programme;
  - partners were no formally targeting schools to increase visits from September 2017 onwards;
- (g) 2017/18 contract update and current status (MVV and facility performance 2017/18) -
- MVV achieving 99.99% diversion from landfill;
  - one short notice unplanned shutdown in April 2017;
  - 12 performance indicator breaches (nine turn-around times, two maintenance failures and one non-adherence to waste acceptance protocol);
  - two odour complaints (one unjustified) since April 2017;
  - SWDWP total tonnage delivered (to June 2017) 3.9% below forecast;
- (h) Partnership waste deliveries 2017/18 (April – June) -
- total tonnage (to date) was 40,647 (forecast target 43,130);
- (i) community area (April – June 2017) -
- the community area was available five days per week;
  - available to SWDWP partners pro-rata to tonnages (Plymouth 47%, Devon 35% and Torbay 18%);
- (j) community communications April – June 2017 Summary -
- one media article (Plymouth Herald);
  - seven compliments.

The key areas of questioning related to –

- (k) the unplanned shut down of the facility (due to a large tree trunk);
- (l) whether due to the filters being blocked particles had escaped into the air;
- (m) whether the school visits were widely advertised across the three authorities;
- (n) the reasons for the marked drop in tonnage.

### 6. **Community Interface, Communications and Educational Presentation**

Minute 5 refers.

### 7. **Date and location of next meeting**

The next meeting was scheduled for 26 July 2018 at a venue to be confirmed. Members were reminded that an extra ordinary meeting of the Partnership could be convened at any time if an urgent issue required scrutiny.

### 8. **Exempt Business**

Agreed that, under Section 100(A)(4) of the Local Government Act, 1972, the press and public are excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedules 12A of the Act, as amended by the Freedom of Information Act 2000.

### 9. **Contract Commercial Issues and Performance and South West Devon Waste Partnership Accounts**

Mark Turner (SWDWP Contract Manager) and Martyn Stapleton (SWDWP Assistant Contract Manager) provided an update on the contract commercial performance summary and SWDWP accounts.

- (a) the update included detailed commercially sensitive information on the following areas -
  - commercial summary of 2016/17;
  - annual reconciliation payment (ARP);
  - partnership reconciliation process (PRP);
  - 2016/17 SWDWP gate fee and cost breakdown;
  - 2016/17 SWDWP EfW contract cost verses likely landfill cost;
  - waste infrastructure grant (formerly PFI);
  - 2017/18 budgets as forecast.

The Chair advised that this would be the last meeting that Mark Turner (SWDWP Contract Manager) would be attending, as he was leaving the authority.



The Chair took this opportunity, on behalf of the partnership, to thank Mark for this hard work, commitment and support and wished him well in his new role.

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