

**WASTE STRATEGY PROJECT TEAM held at COUNCIL OFFICES
LONDON ROAD SAFFRON WALDEN at 9.30 am on 30 OCTOBER 2008**

Present: - Councillor S Barker (Chairman).
Councillors C Cant, J Cheetham, C Down.

Officers in attendance: - D Burrige (Director of Operations), D Johnson (Street Services Supervisor), R Clark (Waste and Recycling Officer), C Demmer (Departmental Co-ordinator - Operations), R Pridham (Head of Street Services), R Procter (Democratic Services Officer)

WS6 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Councillor E Godwin.

WS7 MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting were received, confirmed and signed by the Chairman as a correct record.

WS8 MATTERS ARISING

(i) Minute WS5 – Orchard Close, Thaxted

The Waste and Recycling Officer had inspected the site to identify suitable sites for wheeled bins.

WS9 KITCHEN WASTE CADDY TRIAL

The Chairman said that the proposal for a caddy trial, which had been discussed at the last meeting, would establish whether smaller bins would facilitate collection of kitchen waste. She was aware of the views of those Members of the Council who favoured inclusion of garden waste with kitchen waste. However, that option would not currently be considered, for reasons of capacity and cost, as well as green issues around transportation of waste (which could be composted via the green skips). She invited Officers to present to the Project Team their preliminary report on aspects of undertaking a kitchen waste caddy trial. The Project Team would then make a recommendation, if agreed, to the next meeting of the Environment Committee.

The Waste and Recycling Officer presented a brief report, setting out details on the following matters.

WS10 COST OF CADDIES

Costs for two different sized caddies had been investigated. Members examined sample bins of each size. Following discussion, it was agreed that the 25 litre, rather than a 20 litre, container was likely to be more convenient for users, due to the slightly larger capacity and the fact that its height made it

easier to carry. However, the trial would seek feedback on preferred size of caddies.

WS11 ADJUSTMENTS TO VEHICLES

The vehicle manufacturers had confirmed that a simple adaptor could be hooked to the rear of the collection vehicle, to attach a slave bin.

WS12 ESTIMATED COSTS OF TRIAL

The trial would require funding of communication with residents, such as delivery of initial letters to the doorstep, and answering additional telephone enquiries. Detailed figures were yet to be established, and would depend on whether the trial encompassed one or two rounds.

It was noted that officers would shortly meet Essex County Council to set out funding needs. The outcome of discussions would be reported to Environment Committee. Officers also advised that the need for funding would be emphasised within Uttlesford's response to the Essex Waste Strategy, in support of the Council's stated aspiration to increase recycling output.

Members stressed the importance of advance communication to households participating in a trial.

WS13 PROPOSED AREA FOR TRIAL

The Project Team discussed the rationale for identifying the areas set out in the report. It would be useful to include both urban and rural areas, and to carry out the trial for a whole round, rather than part, as this would give a measure of tonnage.

There was discussion on the issue of whether one round would provide sufficient information for a trial.

ACTION: Officers to explore the implications and benefits of conducting the trial on either one or two rounds, and to feed this information back to Members of the Project Team in order to finalise a report to Environment Committee.

WS14 PROPOSED DATE AND DURATION

Councillor Cheetham queried the proposed start date of 13 January 2009. Officers replied that caddies were not subject to the prevailing shortages in supply currently affecting wheeled bins. The Chairman commented that starting on 13 January would enable deadlines to be met for an interim report to Environment Committee in March and a concluding report to Full Council in April.

Possibilities were discussed for alternative uses of the existing kitchen bins. Regarding any public perception of waste in changing from bins to caddies, it would be important to explain the reasons for looking into this option. There could be significant savings if the caddy system were to reduce collection time, which could have an impact on fuel and labour costs.

There was discussion on whether the Christmas period could be included in the trial, but it was noted that the special arrangements for this period needed to be handled very carefully. An alternative would be to include in the questionnaire a question seeking views on whether the caddies would be adequate at Christmas.

The Director of Operations said that in the interests of minimising disruption to residents, the trial should be a long one. Whilst the concluding report to Council could be submitted after three months, the arrangements for residents should continue in place for at least five months.

There was discussion on the information and feedback which should be sought from a trial. This should include comments from collection crews and managers, as well as tonnage results on residual waste.

It was agreed that following the meeting of the Environment Committee in November, there should be increased publicity for Uttlesford's recycling achievements.

ACTION Officers to compile a report to be submitted to Environment Committee in November recommending a trial of 25 litre kitchen caddies, the report to include costings and to incorporate the thoughts of the Project Team on the proposal.

WS15

JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY FOR ESSEX

The Head of Street Services reported on a meeting he had attended with Essex County Council's legal advisors. A joint municipal waste strategy had been agreed. Members needed to be aware of the issues surrounding the options for use of the material derived from MBT (Mechanical Biological Treatment). Material derived from MBT could either be manufactured into Solid Recovered Fuel (SRF) to be incinerated for energy, or it could be sent to landfill. The Head of Street Services invited questions from Members.

Views were expressed as follows:

- Incineration could remove incentives to recycle further
- SRF could include contaminants affecting its marketability
- Break clauses should be included in the agreement
- Carbon emissions for both landfill and SRF should be compared

The Head of Street Services then summarised the current status of discussions on Inter Authority Agreements. Legal advice had been taken, and

it was hoped that the draft agreement for Uttlesford would be brought before Environment Committee in January.

Comments and questions arose on the following points:

- Local authorities would be locked into a particular disposal point
- There would be no further bulking up or transport costs
- Discussion was taking place on green waste recycling credits and risk
- Reduction of landfill would still be needed despite MBT/AD processing

ACTION: Officers to prepare a report for information for the December Council meeting.

WS16

ANY OTHER URGENT BUSINESS

The Chairman drew attention to changes to be made next week to rounds for collection of commercial waste.

The Chairman asked that a review at Carver Barracks be deferred as Councillor Knight was away, as it was preferable to inform ward councillors of such initiatives.

WS15

DATE OF NEXT MEETING

The next meeting was arranged for 9.30 am on Tuesday 2 December 2008.

The meeting ended at 11.00 am.