

**Wiltshire Council**

**Environment Select Committee**

**1 May 2018**

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**Task Group and Programme Boards Representatives Updates**

**Purpose**

To provide an update on recent task group and programme board activity and propose any decisions requiring Committee approval.

**1. Waste Contracts Task Group**

Membership:

Cllr Peter Evans

Cllr Sven Hocking

Cllr Ruth Hopkinson

Cllr Bob Jones, MBE

Cllr Jacqui Lay

Cllr Nick Murry

Cllr Robert Yuill (Chairman)

*Supporting Officer: Natalie Heritage*

Terms of Reference:

1. To support the delivery of the Business Plan 2017-27 objective(s) of high recycling rates and reducing litter by monitoring, scrutinising and supporting:
  - a) A review of the council's commercial waste policy
  - b) Increased awareness of changes to waste collections
  - c) The implementation and performance of the council's waste contracts for collecting and managing waste and recyclables (Lot 1, Lot 3, Lot 4 and Lot 5 - commencing 30 July 2018)
  - d) The performance of the contract for managing council-owned HRCs (commenced October 2017 – Lot 2)
  - e) The potential development of services within the council's waste contracts.
  
2. To hold quarterly meetings to focus on the waste contracts (following their commencement), with further ad-hoc meetings convened, when appropriate, to consider other areas within the terms of reference above.

Recent activity:

The Waste Contracts Task Group met on Thursday 12 April to consider the requested amended pricing model of waste service's communication strategy and to review the draft communications information, namely the design for the leaflet and bin sticker.

The task group discussed how feasible it would be for staff on the collection rounds to place bin stickers on each household's bin. Due to the tight timescale for each collection round and the uniform required for the workers to wear, it was relayed that it would not be possible for waste collection officers to undertake this task. However, the Cabinet Member signalled that she would respond to the task group with information on how much it would cost to ask additional staff to place the stickers on the bin. This information would be circulated to the task group electronically and the Chairman would then submit the group's comments back to the Cabinet Member.

Following this discussion, the task group decided to endorse 'Option 2' of the communication strategy; where direct mailing only occurs to those households who have not registered their e-mail address with waste services.

In regard to the design of the leaflet and bin sticker, the task group supported that these items be predominantly image based and any text ought to be minimal. As these items were still in draft form, the Cabinet Member indicated that she would take the task group's comments on board when it came to the production of the final versions.

The task group are due to meet again on 20 June to receive a briefing on the KPIs associated with the contract for Lot 2 (the management of HRCs). This meeting will help to inform the task group ahead of their field visit to Honeyball (near Calne), Devizes and Salisbury HRCs; which will help the task group to explore ToR 1,D.

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