



MERSEYSIDE WASTE DISPOSAL AUTHORITY

Agenda

Date: Friday, 24 June 2005

Time: 2.00 pm

Venue: North House

Membership:- **Knowsley Borough Council** - **Councillor B Swann**
Liverpool City Council - **Councillors**
R Oglethorpe
P Keaveney
N Small
St Helens Borough Council - **Councillor J Fletcher**
Sefton Borough Council - **Councillors**
D Tattersall
K Cluskey
Wirral Borough Council - **Councillors**
J Salter
S Moseley

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Merseyside Waste Disposal Authority

**At a meeting of the Authority
held on Friday 15th April 2005**

Present: Councillor Fletcher
Councillor Swann
Councillor Oglethorpe
Councillor Tattersall
Councillor Small
Councillor Cluskey
Councillor Salter
Councillor Moseley

34. **Apologies for Absence**

An apology for absence was received from Carole Hudson, Clerk to the Authority.

35. **Declaration of Interest by Members and Officers**

Councillor Swann declared a prejudicial interest in items 10 and 12, recorded here as resolutions 43 and 45, in his role as a Non-Executive Director of Mersey Waste Holdings Limited.

36. **Minutes of Meeting held on 28th January 2005**

Resolved that the minutes of the meeting held on 28th January 2004 be approved and signed as a correct record.

37. **Annual Meeting and Timetable of Meetings 2005/06**
WDA/11/05

A report was submitted requesting that the Authority set a date for its Annual Meeting for 2005/06 and a programme of meetings throughout the year.

Resolved that:

1. the Annual Meeting take place on 24th June 2005 with further meetings on 14th October 2005, 3rd February 2006 (Budget and Ordinary) and 21st April 2006; and

2. delegated powers of the Authority be granted to the Clerk to the Authority to make any future alterations to the timetable of meetings as deemed appropriate, in consultation with the Chairman and Deputy Chairman of the Authority.

38. **DEFRA Position Statement**
Joint Municipal Waste Management Strategy for Merseyside
WDA/13/05

A report was considered which informed Members of progress being made on the development of the Joint Municipal Waste Management Strategy for Merseyside (JMWMS) and seeking approval to a Position Statement to be submitted to DEFRA.

Resolved that:

1. the JMWMS DEFRA Position Statement attached to the report be approved; and
2. the Joint Municipal Waste Management Strategy for Merseyside be presented to Members for approval at the meeting of the Authority to be held on 24th June 2005.

39. **Corporate Plan 2005/06**
WDA/15/05

A report was submitted seeking Members views on a draft Corporate Plan which proposed a set of key aims and objectives by which the Authority would manage its performance.

Resolved that the Authority's Aims and Objectives be approved.

40. **Bidston Moss – Draft Lease Agreement between MWDA and the Forestry Commission**
WDA/14/05

A report was submitted informing Members of progress in the development of the Community Woodland at the former Bidston Moss Landfill Site. The report sought approval to enter into a 99 year lease with the Forestry Commission for the long-term management of the community woodland.

Resolved that:

1. the progress in establishing the Community Woodland at Bidston Moss be noted;

2. the Authority enter into a 99 year lease with the Forestry Commission for the long term management of the community woodland;
3. the Director be authorised to finalise the lease; and
4. a controlled opening of the community woodland to the public in 2005 be approved subject to the Authority finalising the risk management and health and safety issues at the site.

41. **Audit Plan 2005/06**
WDA/16/05

The Authority's Audit Manager presented Members with the Audit Plan to be undertaken by the Audit Commission in 2005/06. The plan included new areas of audit in line with the new Code of Practice.

Resolved that the Audit Plan 2005/06 be approved.

42. **Exclusion of the Public**

Resolved that the public be excluded from the meeting during consideration of the following items for the reason stated.

<u>Minute</u>	<u>Reason (under the Local Government Act 1972)</u>
43, 44 & 45	Exempt information concerning the financial affairs of a particular company (Paragraph 7 of Schedule 12A)

Councillor Swann declared a prejudicial interest in the following item, recorded herewith as Minute 43, and in accordance with the Code of Conduct, withdrew from the meeting.

43. **Key Procurement Risks**
WDA/12/05

A report was submitted informing Members of the significant corporate risks which have been identified by the Procurement Group as part of the main contract procurement for waste management.

Resolved that the recommendations in the report be approved.

44. **New Technology Demonstrator Programme**
WDA/17/05

A report was submitted informing Members of the development of a waste technology demonstrator plant supported by DEFRA. The report sought approval to capital funding required for infrastructure development.

Resolved that:

1. In principle approval be given for the Authority to enter into partnership with DEFRA, the North West Development Agency, Liverpool City Council, Mersey Waste Holdings Limited and Fairport Engineering Limited to develop a project to build a Complex Materials Recycling Facility (MRF) at Gillmoss, Liverpool as part of the DEFRA New Technologies Demonstrator Programme. The project aims to demonstrate the ability of the MRF to divert Biodegradable Waste from landfill disposal and to utilise the facility for a range of research and development initiatives with additional waste streams;
2. in principle approval be given to the commitment of capital funding to the project to fund the essential infrastructure for a waste treatment plant; and
3. the Director report the full Project Plan including risk register and financial plan to the Authority at the earliest opportunity.

Councillor Swann declared a prejudicial interest in the following item, recorded herewith as Minute 43, and in accordance with the Code of Conduct, withdrew from the meeting.

45. **Mersey Waste Holdings Limited**
Annual General Meeting
WDA/19/05

A report was submitted informing Members of that the Annual General Meeting of Mersey Waste Holdings Limited will take place on 27th April 2005, and seeking nominations for representatives to attend the meeting.

Resolved that:

1. the Director and the Chairman (or his nominee) represent the Authority at the company's AGM;

2. subject to the amendments highlighted at the meeting, a list of questions be forwarded for submission for the AGM; and
3. Members be informed of the outcome of the AGM and the response to the questions presented.

QUESTIONS ON THE DISCHARGE OF FUNCTIONS
WDA/21/05

Recommendation

That the Authority indicates its five nominations for the forthcoming year in accordance with Section 41 of the Local Government Act 1985.

QUESTIONS ON THE DISCHARGE OF FUNCTIONS
WDA/21/05

Report of the Director

1. Purpose of the Report

To seek nominations from the Authority as to which Members shall be responsible for answering questions on behalf of the Authority at their respective constituent council proceedings.

2. Background

- 2.1. Section 41 of the Local Government Act 1985 requires that arrangements shall be made for enabling questions on the discharge of functions by a Joint Authority to be put by a Member of a constituent council, for answer by another Member of the constituent council, who is also a Member of the Joint Authority and has been nominated by the Authority for that purpose.
- 2.2. In other words, the Authority must nominate one of its Members from each of the five constituent councils as the person who will answer questions put in the course of council proceedings by another council member, about the discharge of the Waste Disposal Authority's functions.
- 2.3. The Authority nominates Members at its Annual Meeting each year and the Members previously nominated were:
- | | |
|-----------|---------------------|
| Knowsley | Councillor Swann |
| Liverpool | Councillor Small |
| St Helens | Councillor Fletcher |
| Sefton | Councillor Cluskey |
| Wirral | Councillor Salter |

3. Conclusion

The Authority is asked to indicate its five nominations for the forthcoming year in accordance with Section 41 of the Local Government Act 1985.

The contact officer for this report is Miss A Valentine, Merseyside Waste Disposal Authority, 6th Floor, 17 North John Street, Liverpool L2 5QY Tel: 0151 255 2523 Fax: 0151 227 1848

The background documents to this report are open to inspection in accordance with Section 100D of The Local Government Act 1972 - Nil.

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APPOINTMENTS AND REPRESENTATIONS
WDA/22/05

Recommendation

That the following be determined for the 2005/06 Municipal Year:

- 1 the appointment of Lead Members and their portfolios;
- 2 the approval of the Terms of Reference and delegations for the Appeals and the Governance and Audit Committees and the appointment of Members; and
- 3 representatives be appointed to the Board of Bidston Methane Limited and North West Local Authorities' Employers' Organisation (NWLAEO).

APPOINTMENTS AND REPRESENTATIONS
WDA/22/05

Report of the Director

1. Purpose of the Report

To seek nominations for Lead Members, the appointment of Committees and representations on other bodies for the 2005/06 Municipal Year.

2. Background

- 2.1. The Authority appoints its committees and determines Member representation on certain boards at its Annual Meeting each year.
- 2.2. The Authority also identifies specific portfolios to be held by the Chairman and other Lead Members appointed at this meeting.

3. Portfolios and Lead Members

- 3.1. The current Decision-Making System identifies areas of responsibility for its Members. This includes a portfolio for the Chairman and one Lead Member.
- 3.2. Apart from the Chairman, the current Lead Member is Councillor Cluskey who is responsible for Procurement, Risk Management and Audit. Due to the level of involvement required for procurement it is proposed that this become a separate portfolio, resulting in the need for two Lead Members.
- 3.3. The proposed portfolios are therefore:

Member	Portfolio	Current Holder
Chairman	Strategy and Forward Planning Finance Performance Management Best Value Communications and PR	Councillor Fletcher
Lead Member	Procurement	Councillor Cluskey
Lead Member	Risk Management Audit	Councillor Cluskey
All Members	Scrutiny Public Consultation	Councillor Cluskey

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- 3.4. In practice, where a Member has specific responsibility, they will be involved in the development of that area and will be the initial Member consulted when a relevant Executive Decision is being considered prior to full consultation with all Members.
- 3.5. Members have the opportunity to review the roles and responsibilities of Members and allocate portfolios as appropriate for the 2005/06 Municipal Year.

4. Appointment of Committees

- 4.1. The Authority appointed two committees in 2004/05, these being the Appeals and the Governance and Audit Committees.

4.2. **Appeals Committee**

Terms of Reference:

To hear and adjudicate upon:-

1. appeals relating to disciplinary matters; and
2. any matters of grievance, including grading referrals or appeals brought by an employee, in accordance with the Authority's established grievance procedure.

Delegation:

To have delegated to it all the powers of the Authority to hear and adjudicate upon appeals relating to disciplinary matters and to determine grievance cases.

Quorum:

2 Members

2004/05 Membership:

Councillors Salter, Swann, Cluskey and Oglethorpe

Members are asked to approve the current Terms of Reference and Delegations to the Appeals Committee and to consider its Membership.

4.3. **Governance and Audit Committee**

Terms of Reference:

To deal with:-

1. the Authority's Statement of Accounts and other statutory financial determinations with the exception of Revenue and Capital Budget approval; and
2. the consideration of audit plans and reviews and receipt of the Annual Audit Letter.

Delegations:

To approve, only in those instances where an Authority Meeting is not scheduled within the timeframes required, the Statement of Accounts, Prudential Indicators, SAS 610 Report, Audit Plans, Action Plans resulting from Audit Reviews and Inspections and the Annual Audit Letter.

Quorum

2 Members

Membership:

Councillors Swann, Small, Keaveney and Tattersall

Members are asked to approve the current Terms of Reference and Delegations to the Governance and Audit Committee and to consider its Membership.

5. **Representation on Other Bodies**

5.1. **Board of Mersey Waste Holdings Limited**

- 5.1.1. The Authority is entitled to appoint a single representative on the Board of Mersey Waste Holdings Ltd.
- 5.1.2. At its meeting on 13th August 2004, the Authority resolved to appoint Councillor Swann as its representative for a period of two years to expire on 20th August 2006.
- 5.1.3. Members are therefore not required to consider representation at this meeting.

5.2. **The Board of Bidston Methane Limited**

5.2.1. The Authority is entitled to appoint three Members to the Board of Bidston Methane Limited. Members currently representing the Authority are as follows:

Councillors Fletcher, Swann and Salter.

5.2.2. Members are asked to consider the representations on the Board of Bidston Methane Limited for the coming year.

5.3. **North Western Local Authorities' Employers' Organisation**

5.3.1. The Authority is requested each year to appoint a representative to the North Western Local Authorities' Employers' Organisation (NWLAE0).

5.3.2. Councillor Fletcher was appointed as the Authority's representative for the 2004/05 Municipal Year.

5.3.3. Members are asked to consider the representation to the NWLAE0 for the coming year.

6. **Conclusion**

The Authority is asked to make the determinations for appointments and representations as set out in this report for the 2005/06 Municipal Year.

The contact officer for this report is Miss A Valentine, Merseyside Waste Disposal Authority, 6th Floor, 17 North John Street, Liverpool L2 5QY Tel: 0151 255 2523 Fax: 0151 227 1848
E-mail mandy.valentine@merseysidewda.gov.uk

The background documents to this report are open to inspection in accordance with Section 100D of The Local Government Act 1972 - Nil.

SCHEME OF DELEGATION
WDA/20/05

Recommendation

That the Authority adopts the current Scheme of Delegations for the 2005/06 Municipal Year.

SCHEME OF DELEGATION
WDA/20/05

Report of the Director

1. Purpose of the Report

To seek Members' approval to the current Scheme of Delegation for the coming year.

2. Background

- 2.1. At a meeting of the Authority on 19th March 2004, Members approved a new decision-making system as part of its Modernisation Programme. This was in response to an Audit Commission review of the Authority's Corporate Governance Arrangements and included a revised Scheme of Delegation.
- 2.2. Current Procedural Rules require the Scheme of Delegation to be considered at the Authority's Annual Meeting each year.

3. Scheme of Delegation

- 3.1. The Authority has three levels of decisions, which form its decision-making system: Administrative, Executive and Key Decisions.
- 3.2. Key Decisions may only be considered at Authority meetings. Administrative and Executive Decisions are delegated decisions, the limitations of which are defined in the Scheme of Delegation.
- 3.3. Administrative Decisions may be dealt with by Officers whilst Executive Decisions require the Officer to consult with Members and is subject to the provisions of scrutiny.
- 3.4. The current Scheme of Delegation defines the limitations of delegated decisions and is attached at Appendix 1.

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3.5. The Authority's corporate governance arrangements which include its decision-making processes are the subject of review by the Audit Commission. No issues regarding the implementation of these arrangements have been raised to date.

4. Conclusion

It is proposed that the current scheme be adopted for the 2005/06 Municipal Year.

The contact officer for this report is Miss A Valentine, Merseyside Waste Disposal Authority, 6th Floor, 17 North John Street, Liverpool L2 5QY Tel: 0151 255 1444 Fax: 0151 227 1848

The background documents to this report are open to inspection in accordance with Section 100D of The Local Government Act 1972 - Nil.

APPENDIX 1SCHEME OF DELEGATION1. Introduction

- 1.1 The Authority will meet to consider key decisions, as defined in the Forward Plan, and scrutiny issues with regard to delegated decisions, which have been called-in in accordance with the Procedure Rules and the provisions of this Scheme.
- 1.2 This Scheme delegates to specific Officers all the powers and duties of the Authority necessary for the discharge of the specified functions. Administrative Decisions, as defined by the Scheme, may be dealt with by the Officer. Executive Decisions are those decisions which do not fall within the definition of Administrative Decisions and are not key decisions. Executive decisions may be dealt with by the Officer, following consultation with the relevant Portfolio Holder and all the Members of the Authority, and subject to the scrutiny provisions identified in the Scheme.

2. Overall Limitations

- 2.1 This Scheme does not delegate to Officers:
- (a) any matter reserved by law, or by the Authority, to the Authority itself, or to a committee or sub-committee of the Authority;
 - (b) any matter which by law may not be delegated to an Officer;
 - (c) any key decision, as defined in the Authority's Forward Plan.
- 2.2 Officers may only exercise delegated powers in accordance with:
- (a) the established policies of the Authority;
 - (b) the budget approved by the Authority;
 - (c) the Authority's Procedure Rules, Contract Procedure Rules and Financial Procedure Rules;
 - (d) any statutory restrictions, guidance or codes of practice and guidelines given from time to time by the Authority.
- 2.3 In exercising delegated powers, Officers shall not incur expenditure, which is not provided for in the Authority's approved Capital and Revenue Budgets.
- 2.4 Sub-Delegation

This Scheme includes the power for Officers further to delegate any function which has been delegated by them under this Scheme to another Officer or to other Officers. Every such sub-delegation shall be in writing, setting out the terms and conditions upon which that function is to be performed and accountability for the performance of the sub-delegated function. The Officer

making such sub-delegation shall record the sub-delegation in a register maintained for the purpose by the Proper Officer.

- 2.5 In exercising any delegated function, Officers shall have regard to the requirement to comply with the restrictions set out in paragraph 2.2 above and shall be responsible for undertaking any appropriate consultation with the Authority's Statutory Officers before making any decision.
- 2.6 In exercising any delegated function, Officers shall have regard to any professional standards or operational policies of the Authority.
- 2.7 There are two types of decisions which may be taken by Officers under this scheme of delegation:
 - (a) Executive Decisions
 - (b) Administrative Decisions

3. Executive Decisions

3.1 Consultation

- (a) Before taking any Executive decision, the Officer shall prepare a report, setting out
 - (i) the Officer preparing to take the decision;
 - (ii) the issue to be decided;
 - (iii) any restriction upon the publication of the report as if the decision were a decision falling to be made by a committee or sub-committee of the Authority in accordance with Sections 100 and 100A to 100K of the Local Government Act 1972;
 - (iv) any facts upon which any decision must be based;
 - (v) any legislative requirements;
 - (vi) any Authority policy relating to the issue;
 - (vii) any relevant national or regional guidance;
 - (viii) the alternative options available to the Officer;
 - (ix) the staffing and financial implications of the issue;
 - (x) any consultations undertaken; the view of any consultees;
 - (xi) any implications for any other areas of the Authority's activities;
 - (xii) the portfolio which the issue falls within;
 - (xiii) the Officer's proposed decision and the reasons supporting the Officer's proposed decision.

- (b) The Officer shall, following consultation with the relevant Portfolio Holder, send a copy of the report to:
- (i) all Members of the Authority;
 - (ii) the Proper Officer, the Director, the Treasurer, the Solicitor.

3.2 Call-in

Two or more Members may object to the proposed decision, within 5 working days of receiving it, by notifying the Officer of their objection and requesting that it be referred to the next meeting of the Authority for determination.

If a Member has no objection to the proposed decision he will return the report to the Officer within 5 working days of receiving it.

3.3 Determination

Where no objection has been received from two Members within the timescale outlined above, the Officer may proceed to make a final decision as indicated in the report.

Where two Members have requested that the report be referred to a meeting of the Authority, the Officer shall no longer have the power to take the final decision. The Proper Officer shall include the report for decision to the next meeting of the Authority and the Officer's proposed decision shall form the recommendation to the Authority.

3.4 Urgent Decisions

Where an Officer is of the opinion that an Executive decision for which he/she is responsible should be made urgently in order to prevent or reduce the risk of damage to persons or property, or to the interests of the Authority, and that the urgency of the decision is such that it is not practicable to complete the Executive decision-making process set out above, the Officer shall

- (a) use his/her best endeavours, as far as the urgency of the matter permits, to consult those persons whom he/she would have been required to consult had the full Executive decision-making process been followed; and
- (b) have the full power to take that Executive decision, notwithstanding that the full procedure has not been followed;
- (c) as soon as practicable after taking the decision, ensure that a report set out as in paragraph 3.1(a) is prepared, setting out also the reasons for the urgency and the final decision which has been taken, and that report shall go to the next convenient meeting of the Authority for information.

3.5 Recording of Executive Decisions

Upon making an Executive decision, the Officer shall provide the Proper Officer with a written statement of the decision, signed by the Officer, within 2 working days of the date of the decision.

The Proper Officer shall publish all Executive decisions within 5 working days of the date of the decision and shall ensure that a record of these decisions, including a copy of the report, subject to any requirement for confidentiality, is available for public inspection during normal office hours, and that the public shall have a right to copy or to be provided with a copy, of any part of that record upon payment of a reasonable copying and administrative charge.

3.6 Accountability

Officers are accountable for any decision which they make and may be required to report to and to attend and answer questions at an Authority meeting in respect of such decisions.

4. Administrative Decisions

4.1 A decision shall not comprise an Administrative Decision if:

- (a) it is not within an approved budget;
- (b) it is in conflict with the established policies of the Authority;
- (c) it raises new issues of policy;
- (d) it will result in any staff being displaced or TUPE transferred;
- (e) it requires the acquisition or disposal of any interest in land;
- (f) it requires a virement of funding of above £50,000;
- (g) it requires the acceptance of a tender for a contract in excess of £100,000;
- (h) it proposes the payment of an ex-gratia payment or payment of a sum in settlement of a complaint against the Authority;
- (i) it proposes the write-off of a debt to the Authority of more than £1,000;
- (j) the Officer is of the opinion that it should be treated as an Executive Decision.

4.2 Consultation and Publicity

- (a) Officers do not have to produce or publish a formal written report in respect of an Administrative Decision, but they must undertake appropriate consultation with the relevant Officers, before making the decision.

- (b) Where the decision proposes the write-off of a debt owed to the Authority, the Treasurer must be consulted and the matter must be dealt with in accordance with the Financial Procedure Rules.

4.3 Recording and Reporting of Administrative Decisions

There is no requirement to maintain a record of Administrative Decisions for the purpose of Member or public access, but Officers are responsible for retaining a record of the Administrative Decisions which they take, and the reasons for such decisions, sufficient for audit and evidential purposes, and for ensuring that all those who need to know are informed promptly of the decision.

**JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY FOR
MERSEYSIDE (JMWMS)
WDA/24/05**

Recommendation

That:

1. Members' views are requested on the Joint Municipal Waste Management Strategy (JMWMS) for Merseyside;
2. Members approve the submission of the JMWMS to DEFRA as a requirement of the Waste and Emissions Trading Act 2003 (WET Act); and
3. Members request that each individual Merseyside District Council ratify the JMWMS developed by the MWDA and all five District Councils, at the earliest opportunity and as a priority measure to minimise the potential long term environment and financial impacts on Merseyside.

**JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY FOR
MERSEYSIDE (JMWMS)
WDA/24/05**

Report of the Director of Waste Disposal

1. Purpose of the Report

- 1.1 To inform Members on progress in the establishment of a Joint Municipal Waste Management Strategy for Merseyside (JMWMS).
- 1.2 To seek Members' views on the JMWMS for Merseyside.
- 1.4 To seek Members' approval to submit the JMWMS to DEFRA as a requirement of the Waste and Emissions Trading Act 2003 (WET Act).
- 1.5 For Members to request that each individual District ratify the JMWMS at the earliest opportunity.

2. Background and Strategic Context

- 2.1 At their meeting on 15th April 2005 (WDA/13/05) Members approved a JMWMS Position Statement to be submitted to DEFRA as a requirement of the Duty to prepare a JMWMS under the Waste and Emissions Trading Act 2003.
- 2.2 At the above Meeting Members also resolved that the completed JMWMS for Merseyside be presented to Members at their next scheduled meeting in June 2005.
- 2.3 Members were also informed of the critical timelines in order to deliver effective JMWMS programmes, in particular alignment to the Residual Waste Contracts Procurement Programme and the emerging Waste Local Development Document Process.
- 2.4 JMWMS Process
 - 2.4.1 The emerging JMWMS for Merseyside has been developed to adhere to the Waste and Emissions Trading Act 2003. The Act places a statutory duty on Waste Collection and Disposal Authorities in two-tier areas (as in Merseyside) to have in place by April 2005 a Joint Strategy for the Management of Municipal Waste, or a position statement from the Authority highlighting progress made in Strategy development and timetables for strategy completion.

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- 2.4.2 Completion of guidance on the scope and process of developing Joint Strategies is expected from DEFRA in the near future and the presentation and format of the JMWMS for Merseyside is currently being developed in line with proposed best practice.
- 2.4.3 The JMWMS for Merseyside has been developed within a strategic context where the basic building blocks are:
- Joint Municipal Waste Management Strategy (JMWMS) for Merseyside
 - Waste Local Development Framework
 - Residual Waste Management Contract Procurement Strategy
- 2.4.4 The JMWMS for Merseyside has been developed to deliver national objectives as well as forming the framework for the local management of municipal waste. The JMWMS incorporates the principles of integrated policies for collection, treatment and disposal and takes account of emerging joint partnership arrangements between the Authority, the Waste Collection Authorities on Merseyside, neighbouring authorities, community groups, and local businesses.
- 2.4.5 The JMWMS has been developed from the conclusions of the following strategic projects:
- Best Value Review of Waste Strategy - 2002
 - AEA Technology/Ernst Young Technical Options and Financial Options Review – 2003
 - Programmes of Public Consultation 1998 – 2005
 - Joint Waste Minimisation/Re-Use Strategy Development – 2003 – 2005
 - DEFRA Waste Implementation Programme (LASU) – Waste Collection and Residual Waste Management Options Modelling ERM Ltd – October 2004 – May 2005
- 2.4.6 The JMWMS for Merseyside has been developed to:
- Set out the Merseyside Waste Disposal Authority(MWDA) and Waste Collection Authorities(WCA) Partnerships' objectives and targets for managing waste in a sustainable manner in order to achieve the strategic requirements of the landfill directive
 - Highlight policies and actions on how the WDA/WCA Merseyside Waste Partnership will achieve the above
 - Identify and manage significant risks
 - Developing a framework for monitoring and evaluating progress
 - Develop joint working through the ratification of a Memorandum of Understanding between the Authority and the Merseyside Waste Collection Authorities

- Communicate Merseyside's plans to government, key stakeholders and the wider community
- 2.4.7 The JMWMS for Merseyside will be based on short-term measures to improve performance over the next few years, together with long term processes to identify preferred residual waste management routes and the securing of new waste management facilities for the next 25 years to deliver the following:
- Increases in recycling and composting
 - Waste minimisation and re-use
 - The management, treatment and disposal of residual waste
- 2.4.8 The Merseyside Waste Partnership needs to approve a programme of ratification in order to satisfy the overall JMWMS programme and to align with waste planning and contract procurement programmes. This needs to be achieved by September 2005 and Districts are requested to ratify the JMWMS at the earliest opportunity.

3. The Joint Municipal Waste Management Strategy (JMWMS) for Merseyside - Overview

- 3.1 A full copy of the JMWMS for Merseyside has been circulated to Members with this agenda and is available to the public upon request.
- 3.2 The aims of the JMWMS for Merseyside are to:
- Reduce the overall environmental impact of waste management
 - Increase the economic benefit by treating waste as a valuable resource and creating jobs
 - Increase the social value from waste recycling and treatment
- 3.3 The JMWMS for Merseyside has followed the emerging best practice guidance currently being finalised by DEFRA and incorporates the following key sections:
- Executive Summary
 - Introduction (Scene Setting and the need for a JMWMS)
 - Current Situation
 - The Merseyside Partnership
 - Waste Growth
 - Waste Policies
 - Cross Cutting Themes and Linkages
 - Where do we need to be?
 - What do we need to do to get there?
 - What have the Public told us?
 - Market Development
 - Keeping the Programme on Track

4 Summary (Key Recommendations of the JMWMS for Merseyside)

- 4.1 Following the comprehensive options modelling exercise by the Authority's consultants and through consultation with the Merseyside Senior Officers Working Group the following key JMWMS recommendations are made:-

1. **Single, agreed performance targets are adopted across Merseyside.**
2. **Waste growth is reduced to 2% by 2010 and 0% by 2020.**
3. **Re-use of waste is optimised.**
4. **Kerbside collection recycling schemes are maximised, especially in relation to biodegradable waste.**
5. **Recycling and Composting across Merseyside is increased to:**
 22% by 2005
 33% by 2010
 38% by 2015
 44% by 2020
6. **All Councils move to three-stream collection of waste (dry recyclables, biodegradable waste and residual waste) by 2010.**
7. **All Councils collect recyclable materials as often as possible and move to fortnightly residual waste collections by 2010.**
8. **Composting capacity is increased to at least 100,000 tonnes/year by 2010**
9. **Alternate week collections of recyclables and residual waste are investigated**
10. **All Councils move to kerbside collection of kitchen waste by 2010**
11. **All Councils optimise the numbers of 'Bring Banks.'**
12. **Recycling and composting at Household Waste Recycling Centres (HWRC's) is increased to:-**
 31% by 2005
 45% by 2010
 50% by 2015
 55% by 2020
13. **Recovery of waste increases to:**
 15% by 2010
 46% by 2015
 46% by 2020

- | | |
|-----|--|
| 14. | Residual waste treatment capacity be secured as soon as possible |
| 15. | Landfill be reduced to the following levels (Landfill Allowance Trading Scheme (LATS) % in brackets):
78% by 2005 (55%)
52% by 2010 (31%)
16% by 2015 (16%)
10% by 2020 (13%) |
| 16. | The residual waste contract procurement be informed by the JMWMS and be output based. Residual waste technologies offered by tenderers will be evaluated against the strategy and specification requirements |
| 17. | The JMWMS is clearly aligned with and monitored alongside the development of the Procurement Project and the Waste Local Development Framework process |

4.2 General JMWMS Actions (Waste Minimisation/Re-Use, Recycling and Composting)

4.2.1 Emerging from the key recommendations highlighted in 4.1 above, the JMWMS for Merseyside highlights specific programmes to be implemented by the Merseyside Waste Partnership, they are summarised as follows:

Waste Minimisation

- A specific waste minimisation and re-use strategy is to be developed and aim to achieve unified waste minimisation, recycling and diversion targets as a whole
- Development of a 'Real Nappy' awareness campaign
- Launch of the Merseyside 'Real Nappy' Network in conjunction with the Merseyside District Councils
- Promotion of Home Composting to all suitable households across the Merseyside Region
- Continued support of the community recycling sector on Merseyside
- Support waste minimisation education, awareness and communications programmes across the region
- Implement best practice operations at the Household Waste Recycling Centres (HWRC's) and on District Council rounds to reduce the amount of non-household waste accepted

Re-Use

- To work with charities, community enterprises and other agencies to disseminate advice and guidance to householders on what they can do to pass on their unwanted, but serviceable goods and appliances

- Evaluate the level of diversion currently being achieved through re-use on Merseyside
- Consider the cost benefit of establishing a re-use support policy
- Encourage re-use
- Encourage repair
- Create a culture of responsible waste disposal

(*Members are requested to refer to a report elsewhere on this agenda highlighting a specific programme of work to develop the Joint Waste Minimisation/Re-Use Strategy).

Waste Collection (Recycling and Composting)

- A full Merseyside-wide roll-out of multi-material kerbside collections
- Increasing public awareness of schemes
- Assess and implement best practice for the collection of recyclable and compostable material
- All District Councils on Merseyside maximise green garden waste and paper collections
- Introduce garden waste collections to all suitable properties
- Increase public awareness of schemes
- Support community composting groups
- Engagement with elected Members to seek an understanding of financial and service delivery implications of alternate week waste collections
- The development of a kitchen waste collection service to be achieved by:
 - Consulting with elected Members on the cost implications of not diverting sufficient BMW and the implications of kitchen waste collections
 - Consulting with the public on kitchen waste collections
 - Working with the Waste Resources Action Programme (WRAP) through their ROTATE team to understand the specific impacts of introducing kitchen waste collection on each District
- Bring Bank locations across Merseyside to be expanded by each Merseyside District Council to an optimum saturation rate of one per one thousand population by 2010.

4.3 General JMWMS Actions for Residual Waste Management

- 4.3.1 The JMWMS proposals regarding waste minimisation re-use, recycling and composting and recovery will reduce the quantity of residual waste required for disposal. However, there will still be a need for further diversion of waste from landfill in order to meet landfill allowance targets. It is recommended that residual treatment capacity be secured as soon as possible through the:

- Existing Residual Waste Management Contract Procurement Programme
- Existing DEFRA (MWDA) waste management facility build programme
- Consideration of any further opportunities which arise to process biodegradable municipal waste

4.3.2 The JMWMS process will involve a systematic appraisal of residual waste management options and the key outputs of the work will be:-

- To provide stakeholders with a clear picture of the potential residual waste technologies and options to be adopted in the strategy
- To indicate the most effective and sustainable means for Merseyside to manage residual wastes and address Landfill Allowance Targets in the long term
- To provide information to be used in the Outline Business Case (OBC) for Residual Waste Contracts Procurement in 2005
- To contribute to the Merseyside Waste Partnership's achievement of statutory performance targets

4.3.3 The performance of some options cannot be fully or accurately predicted until the Environment Agency publishes the results of its consultation on monitoring the output of Mechanical Biological Treatment Processes (MBT) Plants.

4.4 Public Opinion (Residual Waste Management)

4.4.1 The JMWMS currently does not select final treatment options. However, the public consultation exercise undertaken by the Authority in early 2005 established the views of residents of Merseyside on their preferred option, they were:

- 89.2% of people asked strongly agreed that we should aim to recycle at least 40% of our waste
- 83.2% said we should reduce the amount of rubbish we create
- 64.6% said they would compost grass, hedge clippings and vegetable peelings in their garden
- 94.0% said they would separate out their recycling from their refuse so it can be picked up at kerbside
- 50.0% said they would separate and take recyclables to a HWRC, bottle bank etc

4.4.2 Overall 89.2% of residents asked, strongly agreed that we should aim to recycle at least 40% of our waste. 46.1% of residents asked said they preferred Option 2 for residual waste disposal: This was made up of 40% recycling, 50% MBT for energy recovery and 10% landfill.

4.4.3 It is the aim of the future Residual Waste Contracts Procurement Programme to have an output based specification where the Authority will specify the targets it wishes to meet regarding Waste Minimisation, Recycling and Composting and Energy Recovery, and allow tenderers to suggest what technologies, in which configurations, they would contract to provide.

5. JMWMS Risk Management and Performance Monitoring

5.1 The main risks arising from a failure to produce and deliver a robust JMWMS are:

- Failure to fulfil a statutory duty
- Failure to effect the procurement of residual facilities on time
- Failure to achieve statutory recycling targets and diversion targets

5.2 The potential knock on effects of these risks are:

- Very large potential costs to MWDA and the Merseyside District Councils (both in terms of continuation of landfill disposal, and in terms of the cost of collection/treatment facilities)
- Loss of Reputation
- Loss of Credibility
- Possible Government Intervention

5.3 In order to address the main risks, the JMWMS aims for high household waste recycling and composting rates to help meet landfill diversion targets, and to avoid penalties under the Landfill Allowance Trading Scheme as well as the procurement of an output based Residual Waste Service contract, which when procured, will divert significant quantities of Biodegradable Waste from landfill.

5.4 The JMWMS Risk Register will ensure that the main risks associated with the JMWMS programme, the Residual Waste Procurement Programme and the Waste Local Development Framework are clearly aligned and monitored effectively.

5.5 The overall risks associated with the JMWMS process, taking account of:

- No commitment from the Merseyside District Councils to implement waste collection elements of the JMWMS
- No clear evidence of partnership between the Merseyside Waste Disposal Authority and Merseyside District Councils
- Changes in technology not accounted for in the JMWMS
- No markets developed for recycled materials
- Failure to secure waste management facilities through planning
- Lack of funding for the Waste LDD Process
- Lack of agreement to the Waste LDD Process

6. JMWMS Monitoring and Review

- 6.1 The JMWMS is an 'evolving process' rather than a static document. Many of the actions highlighted in the JMWMS are fluid and subject to uncertainty. It is essential that the short term actions are closely monitored in order to ensure that it remains on track and where necessary remedial actions are taken.
- 6.2 It is proposed that the JMWMS be subject to an annual review with a major strategic review being undertaken every five years.
- 6.3 The Merseyside Senior Officers Working Group will be responsible for undertaking the reviews and reporting to Members of the Authority and Merseyside District Councils as appropriate.

7. Financial Implications

- 7.1 The strategy highlights that the cost of waste management is increasing, however the adoption of the JMWMS will ensure the delivery of realistic waste management solutions. The strategy recognises the need for investment in collection, treatment and disposal whilst at the same time seeking to keep council tax increases within acceptable limits.
- 7.2 The cost of inaction could result in a worst case scenario cost to Merseyside as high as £80 Million between 2005 and 2010.
- 7.3 Due to the long lead-in times for the procurement of waste facilities and the continuing growth in the quantity of waste to be disposed, delays occurring now will impact on the costs of waste management in four or five years time. Agreement to the JMWMS for Merseyside by the Merseyside Waste Partnership will ensure that effective waste management practices are established to reduce the potentially crippling future cost of inactivity.

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The background documents to this report are open to inspection in accordance with Section 100D of the Local Government Act 1972 –
Joint Municipal Waste Management Strategy – June 2005
Joint Municipal Waste Management Strategy – Annex Documents
Joint Municipal Waste Management Strategy – Supporting Documents

Joint Waste Minimisation and Re-use Strategy – Action Plan
WDA/25/05

Recommendation

That:

1. Members note progress in the development of a Joint Waste Minimisation/Re-Use Strategy for Merseyside;
2. Members approve the Joint Waste Minimisation/Re-Use Strategy work programme for 2005/06 attached at Appendix 1; and
3. Members approve the development of the short, medium and long term Waste Minimisation/Re-use strategy action plan attached at Appendix 2.

Joint Waste Minimisation and Re-use Strategy - Action Plan
WDA/25/05

Report of the Director of Waste Disposal

1. **Purpose of the Report**

- 1.1 To update Members on progress in the development of a Joint Waste Minimisation/Re-Use Strategy for Merseyside.
- 1.2 To present to Members for approval a programme of work to implement the Joint Waste Minimisation/Re-use Strategy during 2005/06 attached at Appendix 1.
- 1.3 To seek Members' approval for the development of the short, medium and long term Waste Minimisation/Re-Use strategy action plan attached at Appendix 2.

2. **Background**

- 2.1 Waste minimisation/Re-use should be at the forefront of any Joint Municipal Waste Management Strategy (JMWMS). Through waste minimisation/re-use, costs of collection and disposal of waste are much reduced.
- 2.2 The development of a Joint Waste Minimisation/Re-Use Strategy through partnership working on Merseyside, will put greater emphasis on everyone in Merseyside to consider their responsibilities.

3. **Current Situation**

3.1 **Joint Waste Minimisation/Re-use Strategy for Merseyside**

- 3.1.1 At their meeting of 7th May 2004 (WDA/29/04) Members were informed of work undertaken by Griffin Hill Associates to identify to the Authority best practice in order to implement effective waste minimisation programmes. From this work, the Authority has been developing appropriate programmes of work to establish joint working in Waste Minimisation/Re-Use Strategy development.

Merseyside Waste Disposal Authority
24th June 2005

3.1.2 The Joint Waste Minimisation / Re-use Strategy for Merseyside will aim to achieve unified reduction to 2% waste growth by 2010 and 0% waste growth by 2020 and re-use of waste is to be optimised. This overarching commitment will form the basis of key waste minimisation/re-use actions that have been identified and will be incorporated into the overall JMWMS process, they are to:-

- Develop a specific waste minimisation and re-use strategy and aim to achieve unified waste minimisation, recycling and diversion targets as a whole
- Develop a 'Real Nappy' awareness campaign
- Launch the Merseyside 'Real Nappy' Network in conjunction with the Merseyside District Councils
- Promote Home Composting to all suitable households across the Merseyside Region
- Continue to support the community recycling sector on Merseyside
- Support waste minimisation education, awareness and communications programmes across the region
- Implement best practice operations at the Household Waste Recycling Centres (HWRC's) and on District Council rounds to reduce the amount of non-household waste accepted
- Work with charities, community enterprises and other agencies to disseminate advice and guidance to householders on what they can do to pass the unwanted but serviceable goods and appliances
- Evaluate the level of diversion currently being achieved through re-use on Merseyside
- Consider the cost benefit of establishing a re-use support policy
- Encourage re-use
- Encourage repair
- Create a culture of responsible waste disposal

3.1.3 In order to develop the key Joint Waste Minimisation/Re-Use Strategy Actions for Merseyside, the Merseyside Waste Partnership needs to agree to the implementation of short, medium and long term objectives, this report highlights these objectives and seeks Members' approval for the Partnership to develop this process.

3.1.4 As with the JMWMS, the Waste Minimisation/Re-Use Strategy will be an 'evolving process' rather than a static document. Many of the actions highlighted in the strategy will be fluid and subject to uncertainty and it is essential that the actions are closely monitored in order to ensure that the strategy remains on track and were necessary remedial actions are taken.

3.2 Waste Minimisation/Re-Use Strategy Work Programme 2005/06

3.2.1 The Authority in partnership with the Merseyside District Councils intends to roll-out key waste minimisation/re-use programmes for the 2005/06 financial year, these will include:

- 'Real Nappy' awareness programmes
- Joint composting awareness programmes
- Waste minimisation/re-use education and awareness programmes
- Household Waste Recycling Centres (HWRC's) – Waste Minimisation/Best Practice Research
- Clinical Waste - Waste reduction initiatives
- Merseyside Community Recycling Forum support
- General waste minimisation/re-use awareness
- Waste Audits by Partner Authorities

3.2.2 Members are requested to approve the proposed 2005/06 Strategy Work Programme attached at Appendix 1.

3.3 Joint Waste Minimisation/Re-Use Strategy Development – Action Plan

3.3.1 An Action Plan has been identified to implement the Joint Waste Minimisation/Re-Use Strategy and is attached at Appendix 2.

3.3.2 Members are requested to approve that the Action Plan and that its is developed by the Merseyside Waste Partnership as part of the overall strategy implementation process.

3.4 Waste Minimisation Strategy Monitoring and Review

3.3.4 It is proposed that the Strategy will be reviewed annually to reflect change in policy and strategy and emerging best practice and to have continuity with the overall JMWMS Monitoring and Review Programme.

4 Financial Implications

4.1 Appropriate Budget Provision in the order of £52,000 has been identified in the Authority's Approved Revenue Programme 2005/06. This provision will deliver the current proposed work programme for 2005/06 highlighted at Appendix 1.

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Background documents open to inspection in accordance with Section 100D
of the Local Government Act 1972 – nil.

APPENDIX 1 Joint Waste Minimisation/Re-Use Strategy Work Deliverables 2005/06

Priority Area	Overview	Proposed Deliverable	Implementation Date	Responsibility
'Real Nappy' programmes	To ensure that a network of officers and associates work in partnership to co-ordinate a meaningful strategy of real nappies on Merseyside	To commission a photographer to produce a portfolio to be used in joint 'Real Nappy' public relations activity	(Spring 2005)	MWDA Waste Minimisation Officer and PR and Comms Officer
		To arrange appropriate distribution of literature	(June 2005)	Merseyside Waste Partnership
		For the Merseyside Waste Partnership to develop a Resource Directory of PR and Awareness for use by the Merseyside 'Real Nappy' Network	(20 th – 26 th June 2005)	MRNN
		To finalise a 'Real Nappy' Voucher Scheme for home laundering	(July 2005)	Merseyside Waste Partnership

		The development of web based 'Real Nappy' Awareness	(August 2005)	MWDA
		The Merseyside 'Real Nappy' Network to develop an annual programme of work	(July 2005 - March 2006)	MRNN
Composting	To co-ordinate partnership working	Home composting -- to support the distribution of home composing bins across Merseyside	(On-going)	Merseyside Waste Partnership
		Green compost awareness events	(October 2005 & March 2006)	MWDA
		Preparing for International Compost Week 2006 -- Working with community groups and schools awareness raising	By 31 st March 2006	Merseyside Waste Partnership
		Compost Companions -- Workshops in the community to develop compost companions in local communities	(By March 2006)	Merseyside Waste Partnership
		Web page development -- general compost awareness	(On-going)	MWDA
Education and	For the Merseyside WastePartnership to	Fax and junk mail reduction -- awareness raising in the	(May 2005 onwards)	MWDA

awareness	develop joint education and awareness programmes	Authority Schools Waste Audits – Pilot study with Wirral MBC MWDA Waste Audit -Internal audit of waste quantity and implement waste reduction programme	(By July 2005) (On-going)	MWDA and Wirral MBC MWDA
Household Waste Recycling Centres	Through best practice and partnership with the Mersey Waste Holdings Ltd (MWHL)	Restriction of non-household waste entering the HWRC's – height barriers and permit system HWRC best practice research – research into Beacon Council HWRC best practice to recommend additional recycling facilities at HWRC's	(On-going) (On-going)	MWDA/MWHL MWDA/MWHL
Clinical waste	To implement schemes to reduce waste currently sent for disposal	Contact Primary Care Trusts in Districts PR and awareness raising – Leaflet production	Complete (By July 2005)	MWDA
Merseyside Community	Continue to support the role of the Community	Establishment of a funding protocol – MWDA to develop a	(By end of March 2006)	MWDA

Recycling Forum	Recycling Forum (CRF)	Pump Prime Fund for community groups		
General waste minimisation awareness	The development of awareness programmes - prioritisation 2005/06	Consultation through Merseyside Waste Partnership	(On-going)	Merseyside Waste Partnership
Re-Use	For the Merseyside Waste Partnership to develop a programme of re-use	Establish the diversion rate for reused products, equipment and materials Evaluate diversion rates for re-use Focus efforts on community groups and projects	(On-going) (On-going) (On-going)	Merseyside Waste Partnership

APPENDIX 2 **JOINT WASTE MINIMISATION/RE-USE STRATEGY ACTION PLAN**

Current Projects	Activities and Actions	Priority (terms)	Action by
		3 – short 2 – med 1 – long	
1. Home composting	To support the Merseyside District Councils in the distribution of composting bins across Merseyside	3	District
	To support the Merseyside District Councils in promoting households with gardens to be home composting kitchen and garden waste	3	District WDA
	To support the Merseyside District Councils in establishing a programme of training for compost companions	3	District WDA
2. Community composting	MWDA and the Merseyside District Councils will continue to support community composting groups	3	District WDA
	MWDA and the Merseyside District Councils will seek to support community groups wishing to become involved in composting	2	District WDA

3. Real Nappies	MWDA and the Merseyside District Councils to formally constitute the Merseyside 'Real Nappy' Network (MRNN)	3	District WDA
	MWDA and the Merseyside District Councils to implement real nappy awareness programme	3	District WDA
	Distribute copies of the 'The Natural Choice' promotion CD and video	3	District WDA
	Continue to raise awareness with maternity ward managers in Merseyside with the aim of having real nappy promotional media in all hospitals, surgeries and health clinic	3	District WDA
Current Projects (Continued)	Activities and Actions	Priority (terms) 3 - short 2 -imed 1 - long	Action by
	Arrange awareness events (media releases, nappy mornings) to take place during the national Real Nappy Awareness Week	3	Districts WDA
	1 public/private nursery to be using real nappies	2	Districts WDA

	1 maternity ward to have introduced real nappy use	2	Districts WDA
	1 SureStart to have implemented a full nappy service (inclusive of laundry, supplies, and drop in shop)	2	Districts WDA
4. Community sector	MWDA and the Merseyside District Councils to continue to support and further encourage the activities of the Merseyside Community Recycling Forum	2	Districts WDA
	MWDA to provide pump priming fund for the community sector	3	WDA
5. Household Waste and Recycling Centres	Support where necessary, operational procedures at HWRCs including personnel and customer relations practices, segregation of waste and effective exclusion of trade waste	3	WDA
6. Residual waste	Promote focused waste minimisation source segregated collection and restriction of residual waste (e.g. alternate weekly collection) and limiting residual waste containers	3	Districts WDA
New Initiatives	Activities and Actions	Priority (terms)	Action by

		3 – short 2 – med 1 – long	
7. Education and awareness	Through the overall Joint Municipal Waste Management Strategy (JMWMS) for Merseyside Education and Awareness Programme, develop and support Merseyside wide waste minimisation programmes.	3	Districts WDA
	Undertake junk mail reduction campaign	2	WDA
8. Waste minimisation in schools	Undertake waste audit pilot study for schools	3	Districts WDA
	Look at the options of developing waste minimisation education pack for schools	2	Districts WDA
	Support the Merseyside District Councils in developing a waste audit tool kit for all schools	1	Districts WDA
9. Waste minimisation web pages/site	Merseyside District Councils to develop waste minimisation information and resource pages within their own web site	3	Districts
10. Authority waste auditing	Support Merseyside District Councils in undertaking waste audits	3	Districts WDA
	Support Merseyside District Councils in implementing green procurement policies	3	Districts WDA
	Support Merseyside District Councils in promoting either Environmental Management	3	Districts WDA

	Systems or Corporate Social Responsibility reporting		
11. Packaging	Support local retail businesses to reduce packaging. Review developments between Waste Resources Action Programme (WRAP) and major retailers	2	Districts WDA
12. Clinical waste	Devise education programme for health professionals and persons treating themselves at home	3	WDA
13. Reuse	Evaluate the diversion rate for reused products, equipment and materials	3	WDA
	Focus efforts on community groups and projects	2	Districts WDA
14. Review waste minimisation and reuse strategy	The strategy will be reviewed on an annual basis and alignment within the overall JMWMS review programme	3	WDA

Recommendation

That:

1. a North West Regional Market Development Programme (Remade NW) be the body through which market development services for Merseyside are delivered beyond 31st January 2006;
2. subject to Remade NW securing funding, the CMC be wound up and the staff, activities and knowledge be transferred to Remade NW;
3. a sum of £20,000 per year initially for two years be approved as a contribution from the Authority to fund the Remade NW programme;
4. should funding for Remade NW not be obtained, the Director of Waste Disposal to provide a further report setting out the options for the delivery of market development services; and
5. subject to confirmation of funding, Merseyside's market development requirements and deliverables be protected by the Director of Waste Disposal or his appointed nominee holding a seat on any proposed board of a Remade NW.

CLEAN MERSEYSIDE CENTRE
FUTURE LONG TERM MANAGEMENT
WDA/04/05

Report of the Director of Waste Disposal

1. Purpose of the Report

- 1.1 To inform Members of a programme of work to develop a future strategy for CMC in the context of a North West Regional Market Development Programme (Remade North West), this has incorporated identification of a proposed structure, opportunities for funding and potential deliverables.

2. Background to the Report

- 2.1 At its meeting of 30th September 2003, (WDA/72/03), Members noted a performance review undertaken to consider the future role of CMC in the longer term and to highlight options for the most effective delivery plan to take the CMC programme forward.
- 2.2 In early 2004, an ERDF Bid to Government Office for the North West proved successful together with additional matched funding from Shanks First/EB Nationwide, MWDA and In- Kind Support from the Merseyside District Councils and the CMC Programme 2004 – 2006 could then commence. CMC Staff officially moved over to the MWDA establishment at the end of May 2004.
- 2.3 In October 2004, an opportunity arose through the DEFRA Regional Support Programme to bid for funds to produce a market development plan and business plan for Remade NW. MWDA on behalf of the North West Waste Regional partners applied for funding and were successful in accessing £50,000 for the implementation of a two stage work programme.
- 2.4 The Authority through a competitive tendering process commissioned Griffin Hill Ltd to undertake the Phase 1 work, and Quantum Strategy and Technology to undertake the Phase 2 Programme.
- 2.5 To project manage the work, a Steering Group was established to manage and review the work study. The representation is as follows:
- Director of Waste Disposal and Senior Officers, MWDA
 - CMC
 - North West Development Agency
 - Government Office for the North West
 - WRAP

24th June 2005

3. The Need for Market Development

- 3.1 A material is not recycled until it is made into a product which has further beneficial use - simply collecting and sorting recyclable materials is not enough. Traditional recycling routes such as returning glass to the container manufacturers to be made into new bottles are well established and well understood. However, these traditional routes have limits in both the quantities and types of materials they can absorb so, as the amounts of recyclables collected increases, there is a need to develop alternative markets for some of the materials whilst maximising the potential of the traditional markets.
- 3.2 Finding alternative markets can also increase the price paid for the recyclables, which in turn helps to finance the collection and sorting infrastructure. Local reprocessing and end-use also reduces the costs of transporting the materials – and, of course avoids the cost of disposal, including landfill tax.
- 3.3 A Market Development programme will normally concentrate on the main recyclables in the municipal waste stream, i.e. paper, glass, organics, plastics and wood, but will also sometimes deal with wastes from the Commercial and Industrial (C&I) and Construction & Demolition (C&D) streams. Depending on the material, a Market Development programme can have impacts at all points in the recyclable materials supply chain – collection, sorting, reprocessing, manufacturing and end markets.
- 3.4 The Government has a target of 33% recycling and composting by 2015. The NW region has planned for 35% by 2010 and 45% by 2015.
- 3.5 By the year 2010 more than double the current level of composting capacity will be required whilst the quantities of collected dry recyclable materials from the household waste stream will rise by 400% across the region, providing an additional 1 million tonnes of additional material for recycling. Increasing financial and statutory pressures on the commercial and industrial sector are also likely to produce large increases in materials collected for recycling.
- 3.6 Developing new markets and building reprocessing capacity (including composting) are essential to meet the challenging recycling and diversion targets for the region. Issues such as economies of scale and proximity to markets dictate which facilities and markets should be within the NW Region. Capitalising on regional economics, markets and infrastructure to create and expand capacity within the region will also create many new job opportunities in the recycling sector.
- 3.7 Members are requested to note a summary of the successes of the current CMC programme attached at Appendix 1.

4 The Need for Market Development at a Regional Level

- 4.1 As waste-related legislation increases, all Waste Disposal Authorities (WDA's), Unitary Authorities and Local Authorities in the NW are facing similar problems in meeting their targets. They can only do this if both collection systems and end-use

markets for recyclables are significantly expanded. At the same time some C&I wastes (e.g. food, electrical & electronic, scrap vehicles) are also becoming the subject of legislation and recycled C&D wastes (e.g. aggregates) are increasingly being specified in construction projects. A proposed NW Market Development Programme (Remade NW) would work in partnership with other regional organisations and national organisations e.g. Waste Resources Action Programme (WRAP) to ensure effective co-ordination and avoid duplication.

- 4.2 However, Remade NW is not just about complying with legislation and meeting waste diversion targets. Increasing recycling rates will also create many new job opportunities in collection, reprocessing and manufacturing and will contribute significantly to the economic development of the Region.

5 Proposed Structure of Remade NW

- 5.1 It is proposed that Remade NW will be an independent, not-for-profit organisation funded through a combination of DTI BREW (Business Resource Efficiency & Waste) and DEFRA WIP (Waste Implementation Programme) grants with a contribution from Waste Disposal Authorities and Local Authorities, possibly partly from the Waste Performance & Efficiency Grant (WPEG).
- 5.2 Remade NW would be governed by a board of directors on which the Director of Waste Disposal or his appointed nominee will sit.
- 5.3 Remade NW would concentrate effort in the following areas:
- Procurement- to increase demand through the establishment of a top down mandate from the public sector.
 - Organics- kitchen and garden waste
 - Glass – container and flat glass
 - Plastics and Wood
- 5.4 All of the above will be key components of the waste handled by the Authority. Furthermore the need for sub-regional priorities has been recognised; for example glass will be a priority for Merseyside because of the presence of glass reprocessors. The interests of the Authority with regard to diversion targets would therefore be fully covered by the regional programme.

6. Implications, Risks and Benefits for the Authority

6.1 Implications

i) Staffing

Subject to funding being secured and Remade NW being set up, it is proposed that CMC staff would transfer to the new organisation. It is likely that TUPE will apply to the transfer of CMC staff to the new organisation.

Responsibility for Human Resource Management and Project Administration currently undertaken by the Authority through the existing CMC Programme, would pass to the regional organisation.

6.2 Main Risks and Benefits

Risks	Benefits
<p>1. <u>If funding for Remade NW is not secured-</u></p> <p>The Director of Waste Disposal will consider providing market development services for Merseyside in house- via directly employed existing CMC staff. Subject to Member report and approval.</p> <p>2. <u>Merseyside's deliverables are overlooked within a regional programme-</u></p> <p>The Director of Waste Disposal or his nominee has chaired the steering group which has been involved in developing Remade NW and will have a seat on the board of Remade NW to ensure that Merseyside's deliverables are met.</p>	<p>1. <u>Freeing up of Officer time-</u></p> <p>Authority Officers currently devote considerable time to project managing CMC. The creation of Remade NW would remove this requirement releasing officer time to be aligned in other projects</p> <p>2. <u>Landfill Tax savings</u></p> <p>Through a proposed contribution of £40,000 over two years, the Authority will 'save' a potential £782,000 in landfill costs as a result of material diverted from landfill through a potential North West Market Development Programme.</p> <p>3. <u>Joint Working and Economies of Scale</u></p> <p>The Authority would benefit from the sharing of best practice from the partnership which would be of benefit on a regional and national scale.</p>

7. Financial Implications

7.1 Current Funding

7.1.1 The Waste Disposal Authority currently contributes to the CMC programme in the sum of £120,000 over the current two year project life. The proposed development of ReMade NW and associated contribution from MWDA would represent a reduction of £80,000 value over two years.

7.2 Proposed Funding

- 7.2.1 The total funding required for the proposed Remade NW programme is £700,000 in 2006/07 and £800,000 in 2007/08. Funding is being sought from the Local Authorities and WDAs in the North West and the North West Development Agency from its Business Resource Efficiency and Waste (BREW) Funding.
- 7.2.2 Members are requested to approve that funding in the order of £20,000 for a two year period for Remade NW is made by the Authority.
- 7.2.3 The Director of Waste Disposal will report back to Members at the appropriate time with confirmation of potential bids for funding and related implementation programmes to establish Remade NW.

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The background documents to this report are open to inspection in accordance with Section 100D of the Local Government Act 1972 – Nil.

Appendix 1

What has CMC Achieved (2000 – 2005)

CMC has been successfully developing markets for recycled materials on Merseyside for the last five years.

The CMC works with the Merseyside Waste Disposal Authority and the five District Councils on Merseyside to advise on best collection practice and how to achieve the greatest volume of uncontaminated recyclables and gain the highest market value.

One area in which the CMC has had conspicuous success, is in the development of open windrow green waste composting facilities. Two years ago Merseyside had very limited capacity for composting green waste. The capacity needed to expand to cope with the additional green waste that was being collected by the new garden waste collection schemes Merseyside District Councils were introducing to meet recycling targets together with green waste collected at the Household Waste Recycling Centres across Merseyside. The CMC worked with a number of individuals and companies and provided assistance with business planning, site design, planning and waste management licencing. Merseyside now has three fully licensed composting facilities and the CMC is providing ongoing support to these companies in terms of developing markets for their finished product and achieving quality standards.

The CMC is also working to encourage local authorities to buy recycled products that will in turn stimulate the demand for recyclables and develop the market's commercial viability. The Buy Recycled programme helps registered organisations source high quality recycled products at affordable and realistic prices across Merseyside.

The CMC programme has been divided into three phases. Phase I was mainly concerned with survey work and data gathering. The outputs achieved during Phase II of the programme together with the targets set for Phase III are detailed in Table 1.

Table 1: CMC Targets

Output	Target Phase II	Actual Phase II	Target Phase III
Businesses receiving basic assistance	60	60	
Businesses receiving substantive assistance	22	22	25
Workshops conducted	5	5	
Jobs Created	40	40	55
Jobs Safeguarded	100	100	30
New Businesses created	2	2	2
Tonnes diverted	16,000	16,000	50,000
Net Value Added (£)	£1.3 M	£1.3 M	£4.5 million
Signatories to Buy Recycled Code			40
Organisations receiving technical assistance			25
Two major procurement projects using 10k tonnes of recycled material			2

CMC is on target to deliver the above outputs by the end of Phase III – 31st January 2006.