



ST HELENS
BOROUGH COUNCIL

Schedule of Progress towards the Implementation of Agreed Action Plans

1.	Financial Year – 2018/19			
1.2	Resource Recovery Contract – Published April 2019			
	Recommendation	Responsible Officer	Action	Status
	A gap analysis of the Wilton inspection process is required in order to determine shortfalls in coverage and inform a decision on future scope and provision	Estates Manager	MRWA to undertake a gap analysis by 1 st October 2019.	Implemented. Gap analysis completed in 2019. Visits were suspended until late March 2020 as a result of Covid working restrictions. Last site visit (environment control focused) undertaken on 4 th March 2020.

2.	Financial Year – 2019/20			
2.1	Waste Contract Arrangements – Published August 2019			
	Recommendation	Responsible Officer	Action	Status
	Performance deductions should be checked to ensure that the number of points allocated is in line with the Performance Mechanism.	Contracts Manager	Contracts Team to check that the deductions are applied consistently. In addition, a tracker will be produced to monitor performance deductions. 30 th September 2019	Implemented – September 2019
		Contracts Manager	The interpretation and application of the Performance Mechanism will be reviewed. 31 st August 2020	Meeting held with Veolia on 28 th January 2020 and stated how MRWA will apply the payment mechanism.
2.2	Resource Recovery Contract – Published January 2020			
	No recommendations			
2.3	Trade Waste Disposal – Published February 2020			
	MRWA should seek to clarify with Liverpool City Council their arrangements for the disposal of trade waste in line with the EPA 1990 duties.	Assistant Director – Operations	As per the recommendation. 30 th April 2020	Clarification on the disposal arrangements have been sought from Liverpool City Council. As of the date of this response, a reply from LCC is awaited.

	<p>The figure for trade waste disposal tonnages through the Veolia site should be obtained from St Helens Council for the period April 2018 to July 2019 and charged adjusted to account for the discrepancy.</p>	<p>Contracts Manager</p>	<p>As per the recommendation. 30th April 2020</p>	<p>Information received from St Helens Council in September 2020 and recharge implemented.</p>
	<p>Going forward, the Authority should clarify with St Helens the trade waste arrangements in place, to ensure that contract requirements are being met.</p>	<p>Assistant Director – Operations</p>	<p>As per the recommendation. 30th April 2020</p>	<p>Implemented. Clarification was requested from St Helens who confirmed their trade waste arrangements in September 2020.</p>
	<p>All District Councils should be requested to confirm their arrangements for the disposal of trade waste on an annual basis and to notify MRWA promptly of any amendments to those arrangements during the year.</p>	<p>Contracts Manager</p>	<p>District Councils trade waste arrangements to be requested by MRWA annually. 31st March 2020 A procedure document to be written covering all MRWA processes with regard to trade waste. 30th April 2020</p>	<p>A procedure has been implemented (January 2020) that outlines the processes and procedures used for administering Waste Collection Authority (WCA) disposal of commercial waste collected by or on their behalf under statutory duties, through MRWA's waste management contracts. As part of this procedure MRWA write to each district in advance of the financial year requesting districts to confirm their arrangements for the collection of commercial waste.</p>

	A detailed breakdown of how tonnages have been calculated should be provided, to support any declaration of trade waste.	Contracts Manager	District Council trade waste arrangements to be requested by MRWA annually. 31 st March 2020	Implemented as part of the trade waste procedure (January 2020). The request for information is sent as part of the same letter requesting details of districts commercial waste arrangements as detailed above.
	Confirmation should be sought from each District at the end of the year to agree the accuracy of estimations and an adjustment charge made where applicable.	Contracts Manager	Detail of actual District trade waste collections to be requested annually. 31 st March 2020	The Contracts Officer requests confirmation of tonnage information on a quarterly basis from each district delivering commercial waste to MRWA. This is included as part of the trade waste procedure referred to above produced in January 2020.
	A full review of charges should be carried out on an annual basis.	Contracts Manager	As per the recommendation. 31 st March 2020	Implemented on an annual basis. 2020/21 prices reviewed and provided in a letter sent to districts in January 2020. Annual review thereafter in line with budget production.

	An invoice should be raised to account for the difference in the rate charged per tonne for the council which has been undercharged.	Director of Finance	The calculation has been reviewed and the difference in the total is very small. As a result, the Director of Finance has decided not to apply this charge retrospectively and procedures will be introduced to prevent a recurrence of this error. 31 st March 2020	The calculation was reviewed at the time and the difference was not material enough to warrant further retrospective review. Procedures have been reviewed and discrepancies will not recur.
	Invoices should be raised promptly.	Contracts Manager	A procedure document to be written covering all MRWA processes with regard to trade waste. 30 th April 2020	A procedure has been implemented (January 2020).
2.4	Waste Contract Arrangements – Published June 2020			
	No recommendations.			
3.	Financial Year – 2020/21			
3.1	Resource Recovery Contract – Published March 2021			
	No recommendations			
3.2	Waste Management Contract – Published April 2021			
	No recommendations			