



Summons to Meeting

Thursday 30 July 2020

Allerdale Waste Services Shareholder Committee

Friday 7 August 2020, 1.00 pm

Zoom Virtual Meeting

Membership:

Councillor Mike Johnson (Chair)
Councillor Marion Fitzgerald

Councillor Anthony Markley

This meeting will be broadcast live on the Allerdale Borough Council YouTube™ Channel.

If you have any questions or queries contact Democratic Services on 01900 702502.

Agenda

1. Apologies for Absence

2. Declaration of interests

Councillors/Staff to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest relating to any item on the agenda, in accordance with the adopted Code of Conduct.

3. Managing Director's Quarterly Progress Report April - June 2020 (Pages 3 - 10)

The Chairman will move:-

“That under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they may involve the likely disclosure of exempt information as defined in paragraph 3 of part 1 of Schedule 12A of the Act.”



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4. Future Priorities

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Chief Executive

Date of Next Meeting:

**Tuesday 27 October 2020, 1.00 pm
Zoom Virtual Meeting**

Agenda Item 3

Allerdale Borough Council

Allerdale Waste Services Shareholder Committee – 7 August 2020

Quarterly Report April – June 2020

The Reason for the Decision	This report provides an update on the progress of the Waste and Recycling Services undertaken through the first 3 months of operation of Allerdale Waste Services.
Recommendations	It is recommended that the Shareholder Committee notes the report and agrees to the appointment of Joanne Fisher onto the Board of Directors of the Company.
Financial/ Resource Implications	The Management Accounts are detailed at Appendix 2 of the report.
Legal/ Governance Implications	The Executive has the authority within the Constitution to create and make decisions through the Shareholder Committee.
Community Safety Implications	There are no Community Safety implications associated with this report
Health and Safety and Risk Management Implications	The Health and Safety and Risk Management implications are outlined in section 4 which details the Company's approach to the safe delivery of the service.
Equality Duty considered / Impact Assessment completed	There are no Equality Duty implications associated with this report
Wards Affected	All Wards
The contribution this decision would make to the Council's priorities	
Is this a Key Decision	No
Portfolio Holder	Cllr Tony Markley, Portfolio Holder for Environmental Services
Lead Officer	Charles Holmes, Managing Director Allerdale Waste Services Ltd

Report Implications (Please delete where applicable).

Community Safety	N	Employment (external to the Council)	N
Financial	Y	Employment (internal)	N
Legal	N	Partnership	Y
Social Inclusion	N	Asset Management	N
Equality Duty	N	Health and Safety	Y

1 Introduction

- 1.1 This report provides an update on the progress of the Waste and Recycling Services following the first 3 months of operations carried out by Allerdale Waste Services Ltd.

2 Background

- 2.1 The Council's Executive met on 18 March 2020 and resolved to approve the creation of the Shareholder Committee to promote good governance and to demonstrate there is a clear separation between the Council's role as the Municipal Authority and the Council's role as shareholder of Allerdale Waste Services Ltd.
- 2.2 This new Committee of the Executive fulfils the Council's role as sole shareholder in the recently established Allerdale Waste Services Ltd. The Shareholder Committee will meet quarterly and operate under the governance of the Shareholder Agreement and associated reserved matters.
- 2.3 The Company operates under the governance of the Articles of Association as approved by the Executive on 18 March 2020 and the board meets quarterly to review the progress and performance of the business and make decisions and other associated matters not included within the reserved matters of the Shareholder Agreement.

3 Allerdale Waste Services – Progress Update

- 3.1 The service transferred from FCC Environmental Ltd at midnight on Friday 3 April 2020 to Allerdale Waste Services Ltd and the new Company mobilised through the constraints imposed by the UK lockdown, as a result of the COVID-19 pandemic.
- 3.2 The Company commenced the operational collection of waste and recycling on 6 April 2020. Throughout the first 3 months of operations the Company has collected over 1.2 million containers of domestic and commercial waste and

recycling. This has been achieved by driving over 40,000 miles and collected over 13,000 tonnes of waste and recycling (including 6 weeks where garden collections were suspended). Of this over 3,800 tonnes is made up of commingled recycling (Glass, Cans and Plastics), Paper and Card and Garden Waste. All of this material is reprocessed for recycling. The success of the first 3 months activity has been promoted through social media with the following pictogram:



3.3

3.4 The Company works hard to reduce the number of collections that are missed, however due to the nature of the work and the number of containers that are collected, a small percentage of missed containers are reported by households. In the first 3 months of operations the number of missed containers reported was 1,237 of the approximately 1.2 million containers collected. Containers that are reported as missed receive an alternative collection within forty eight (48) hours of the end of the day of receipt of notification. For the period of April to June there were just 27 containers that were collected after this 48 hour period.

3.5 The Company has successfully recruited into the role of Operations Manager. The position has been taken up by Joanne Fisher who was seconded into the role following the commencement of operations at the beginning of April 2020 and has now taken on the role on a permanent basis. The Shareholder Committee is asked to approve the appointment of Joanne Fisher onto the Board of Directors of Allerdale Waste Services Ltd. This appointment provides for 3 Directors of the Board; Joanne Fisher – Operations Manager; Richard Rourke – Transport and Workshop Manager and Charles Holmes – Managing Director.

3.6 The Company Board met on 17 July 2020 to present and discuss the first 3 months operations of the Company.

4 Health and Safety

- 4.1 The Company fully understands the importance of Health and Safety in delivering the services as outlined in the Services Delivery Plan. Throughout the first 3 months the Company has worked closely with the workforce to concentrated on this area and ensure that the Company starts with the necessary standards of Health and Safety, facilitated by training staff on the safe working practices and procedures, and instigating a culture of continual crew monitoring, reporting and taking action, so that the right culture is cultivated by the Company and embedded within the organisation from the outset.
- 4.2 The onset of the COVID-19 pandemic has undoubtedly presented a number of challenges in this area, however the training programmes, policies and operating procedures have all been developed to keep the workforce and the public safe whilst delivering the services. The Health and Safety statistical report up to the end of June 2020 is attached at Appendix 1 and outlines the activities and actions in this key area underpinning the operations of the business.

5 Finance/resource implications

- 5.1 The first 3 months Management Accounts (actual spend versus budget) are attached at Appendix 2 of the report.

6 Recommendations

- 6.1 It is recommended that the Shareholder Committee notes the content of the report and agrees to the appointment of Joanne Fisher onto the Board of Directors of Allerdale Waste Services Ltd.

Charles Holmes

Managing Director, Allerdale Waste Services Ltd

Health and Safety Statistics Report		Report month: June 2020	
Statistic	Current month	Previous month	Year total
No of employees	86	86	TBC
Total hours worked	15,214	15,214	TBC
Non-reportable accidents	2	0	2
Near misses	4	0	4
Fatalities (RIDDOR)	0	0	0
Specified injury (RIDDOR)	0	1	1
Over 7 days (RIDDOR)	0	0	0
Dangerous Occurrence (RIDDOR)	0	0	0
Incident involving public (RIDDOR)	0	0	0
Motor vehicle accidents (MVA)	1	1	2
Health and safety meetings	1	1	1
Fire drill	0	0	0
Emergency drill	0	0	0
Fire alarm test	4	4	8
Fire extinguisher test	0	0	0
Gate inspection	20	20	40
Workshop inspection	0	0	0
Crew engagement	20	6	10
RPE inspection	0	0	0
Harness inspection	0	0	0
Lifting plant check	0	0	0
LOLER inspection	0	0	0
LEV inspection	0	0	0
Vehicle inspection	22	25	TBC
Plant inspection	0	0	0
Workplace audit	2	1	3
System audit	0	0	0
Site induction	7	90	97
Contractor permit	0	0	0
Hazard or near miss record	2	0	2
Toolbox talk	1	1	2
Seat belt check	0	1	1

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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