

CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING

**Venue: Town Hall, Moorgate
Street, ROTHERHAM.
S60 2TH**

Date: Monday, 10th September, 2012

Time: 9.30 a.m.

A G E N D A

1. To determine if the following matters are likely to be considered under the categories suggested, in accordance with Part 1 of Schedule 12A (as amended March 2006) to the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Apologies for absence
4. Minutes of Previous Meetings (copies attached) (Pages 1 - 8)
(i) 2nd July 2012 (ii) 16th July 2012 (iii) 30th July 2012
5. Emergency Planning Update and Health and Safety Issues (Officers to report)
6. Waste Update (Officers to report)
7. Date and time of next meeting - Monday, 17th September, 2012 at 9.30 am

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING
2nd July, 2012**

Present:- Councillor R. S. Russell (in the Chair); Councillors Ali and Swift.

L9. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES.

Consideration was given to the update provided by the Emergency and Safety Manager, Resources Directorate.

Issues included: -

Business Continuity: -

- Security and Health and Safety risks associated with cash handling at Riverside House;
- A business continuity e-learning package had been produced. It was currently being tested and would shortly be rolled-out across the Council;
- A Directors' Meeting would take place to continue the roll-out of business continuity issues across the Council;
- The Fuel Plan would be launched on 2nd July, 2012, and briefings would take place for nominated representatives.

Emergency Planning: -

- An Officer had attended a Parish Council Network meeting to deliver a presentation on Planning for Community Resilience and to introduce the Plan Template.
- Mini-exercises would be held with Rotherham Metropolitan Borough Council and Sheffield City Council to introduce business continuity themes and address loss recovery issues.
- A de-briefing of the Emergency Plan for the Olympic Torch Relays across Rotherham and Sheffield would take place.
- An exercise in Sheffield City Council's Control Room had identified staffing requirements which had been addressed by modelling Rotherham Metropolitan Borough Council's arrangements.

Health and Safety: -

- Additional training sessions in Fire Evacuation and counter terrorism procedures had been delivered to Cafe, Library and Catering Colleagues based in Riverside House.
- A Health & Safety Inspection at Lord Hardy Court took place in conjunction with the Building and Unit Managers to ensure the unit was compliant with the Council's health and safety policy. Some minor issues were identified and these would be attended to.

- Fire Safety Training for forty staff at Addison Day Centre, Maltby, was undertaken as part of a continuing initiative to promote fire safety awareness through the Council. The training was well received.
- Members of the Health and Safety Team had attended Barbers Avenue Depot whilst demolition of derelict out-buildings was underway. No issues had been identified.
- Members of the Health and Safety Team had undertaken an annual health and safety inspection at Charnwood House, Swinton, as part of a continuing initiative focused on social care centres. Some minor issues were identified, many of which were rectified before leaving the Centre.

Resolved: - That the Emergency and Safety Manager be thanked for their contribution and the information shared be noted.

L10. WASTE UPDATE.

Consideration was given to the update provided by the Waste Manager, Environment and Development Services.

Issues raised included: -

- Update on Phase Two Operations, Sterecycle;
- Monitoring the use of Rotherham Household Waste Recycling Centres whilst industrial action was ongoing in Sheffield;
- Clinical Waste Contract;
- Procurement of Wheeled Bins;
- Wheeled Bin policy in relation to removal from the street following collection.

Resolved: - That the Waste Manager be thanked for their contribution and the information shared be noted.

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING
16th July, 2012**

Present:- Councillor R. S. Russell (in the Chair); Councillor Swift.

An apology for absence had been received from Councillor Ali.

L11. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES.

An update was provided by the Principal Health and Safety Officer, Emergency and Safety Team, Resources Directorate, in relation to Business Continuity and Health and Safety issues.

Business Continuity: -

- An e-learning module had been developed in relation to business continuity policy and procedures. This would shortly be launched and available as a training module.
- The updated Fuel Plan was being distributed to all of the Plan Co-ordinators.
- The Business Continuity Management Directors' Group meeting was planned for 26th July, 2012, and would be Chaired by the Director for Internal Audit and Asset Management, Resources Directorate. The Group would be responsible for the roll-out of the revised approach to Business Continuity Management across the Council.

Recent flooding issues across the Borough: -

The Principal Health and Safety Manager reported that the Emergency Operations Room had been deployed on 6th July, 2012. It had opened as a skeleton service to manage the flow of information and requests for assistance to the isolated flooding incidents reported across the Borough. The Operations Room supported Silver, the South Yorkshire Police Major Incident Command, Atlas Court, Sheffield, and relevant Council Services across the Borough.

This was the first time that the Emergency Operations Room in Riverside House had been used outside of training circumstances and had provided the opportunity to identify and follow-up minor issues that would enhance the resource.

Health and Safety: -

The contents of the Authority's Health and Safety weekly bulletins were noted.

Resolved: - That the Principal Health and Safety Officer be thanked for their contribution, and the information be noted.

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L12. WASTE UPDATE.

Consideration was given to the update provided by the Waste Manager, Environment and Development Services. The update covered: -

Contracts: -

- Interim Waste Treatment and Disposal;
- Management of Household Waste Recycling Centres.

Waste PFI: -

Reference was made in relation to the previous Waste PFI Officer Steering Group meeting.

Bring Banks: -

The details of the programme for the exchange of paper banks at Bring Sites, as a consequence of the change in partner for this service, were noted.

Resolved: - That the Waste Manager be thanked for their update and the information be noted.

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING
30th July, 2012**

Present:- Councillor R. S. Russell (in the Chair); Councillors Ali and Swift.

L13. MINUTES OF THE PREVIOUS MEETINGS.

The minutes of the previous meetings held on 2nd and 23rd April, 28th May and 18th June, 2012 were considered.

Resolved: - That the minutes of the previous meetings of the Cabinet Member for Waste and Emergency Planning be agreed as a correct record for signature by the Chairman.

L14. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES.

Consideration was given to the update provided by the Principal Health and Safety Officer, Emergency and Safety Team, Resources Directorate. The update included: -

Business Continuity: -

- The Authority's Fuel Plan had been distributed to Responsible Officers on compact disc. Hardcopies had only been produced where a specific request had been made.
- Updated Business Continuity software had been rolled-out across the Council. Completed returns would be interrogated to provide a ranking of the Council's Services to determine their critical level in the event of a Borough emergency.
 1. The e-learning module on Business Continuity was now available for all Officers to access as a personal training and development resource.
 2. Recovery guidance issued in July, 2012, would be incorporated into the Council's Recovery Policy/Procedure.

Emergency Planning: -

- Following the activation of the Emergency Planning Operations Room in Riverside House in response to heavy rain on 6th July, 2012, a number of minor issues had been identified and addressed.
 - Positive feedback had been received from the agencies involved in the response specifically in relation to the Drainage Team, Streetpride, Environment and Development Services. This had been noted by the Emergency and Safety Senior Management Team.
 - One significant issue relating to the closure and re-opening of Aldwarke Lane needed to be further discussed with South Yorkshire

17L

Police.

Health and Safety: -

- Weekly Health and Safety Briefings were being produced and circulated.

Resolved: - That the update be noted and the Principal Health and Safety Officer be thanked for his contribution.

L15. WASTE UPDATE.

The Waste Manager, Streetpride, Environment and Development Services, provided an update to the Cabinet Member in relation to the following areas: -

Interim Waste Treatment and Disposal Contracts: -

- Sterecycle – bond issue: -
 - An update was provided in relation to discussions with Sterecycle and the development of a business case taking account of the legal and financial considerations relating to Standing Order 51. This would form the basis of any deed of variation with Sterecycle.

Household Waste Recycling Centres: -

The existing contract with DHL for the removal of Waste Electronic and Electrical Equipment (WEEE) had been extended for a further year in accordance with the contract option that was available. Ongoing promotion works would be undertaken to improve levels of WEEE recycling. Opportunities for advertising the WEEE facilities would also be explored.

Bring Sites: -

An update was received in relation to the change of recycling partner for the servicing of Paper Banks. It was expected that the exchange of Banks would be completed by the end of the week.

Palm Recycling were removing all Igloos and Veolia were installing a variety of Banks following discussion with RMBC Waste Officers.

A press release would be issued following installation to say that they would now accept cardboard.

Resolved: - That the update be noted and the Waste Manager be thanked for their contribution.

L16. SCHEDULES AND FREQUENCIES FOR EMPTYING LITTER AND DOG WASTE BINS.

Consideration was given to the report of the Director of Streetpride, Environment and Development Services, which provided an impact update on the budget savings to the street cleansing schedule within the Leisure and Community Services Team, Streetpride.

It was noted that the budget savings that had been achieved had negatively impacted on the Service's ability to achieve the standards identified in the Code of Practice on Litter and Refuse in some areas, and that this had led to an increased number of customer contacts. The provisions of the Environmental Protection Act (1990) imposed duties under Section 89 (1) and (2) on local authorities and the Secretary of State to keep the public highways for which they were responsible clean.

The functions of the Team included scheduled litter picking, emptying of litter and dog waste bins, mechanical sweeping, graffiti removal, fly tip removal, weed killing, leaf removal and providing a response to other cleaning issues, such as road traffic accidents. Delivery of these functions across the Borough was structured into three teams: Eastern Area, Western Area and a dedicated team based in the Rotherham Town Centre.

The report outlined the service delivery impacts that had followed the reduction of ten staff members and three vehicles, which had resulted in a reduced frequency of scheduled works. From the contacts received, Ward Member reports and site inspections that had taken place, a number of 'hot spots' had been identified, as set out within the submitted report.

Whilst a full Service review would take place to support decision making around the deployment of resources for the remainder of the financial year and into the 2013/14 financial year, it had become apparent that, in order to achieve the necessary standards within the identified 'hot spot' areas, additional resources would be required.

The report provided a number of options for consideration to improve the service: -

- Option one: Selective removal of bins;
- Option two: Using the refuse collection service to support street cleansing;
- Option three: Installation of compaction bins in selected locations;
- Option four: Reinstatement of resources into emptying litter and dog waste bins;
- Option five: Increased enforcement activities, particularly relating to the use of litter bins by businesses.

The report noted the costs associated for each option. It was noted that although certain 'hot spots' had been identified, the revised cleaning schedules had only recently been introduced and it was possible that the areas could change or additional areas come to the forefront.

During discussion the following issues were raised: -

- Cover issues within a small service at times of annual leave, sickness absence and so on;
- The operation of Compaction bins;
- The impact of the revised cleaning schedules in the proximity of local shopping areas and the role of business owners in managing litter.

Resolved: - (1) That the report be noted and the options for improving the service of emptying litter and dog waste bins be fully explored.

(2) That the report be referred to the Senior Leadership Team and Cabinet for further exploration of the issues.

(3) That further work be undertaken on the development of an Invest to Save proposal in relation to the purchase of compaction bins.

(4) That a further report be presented to the Cabinet Member for Waste and Emergency Planning in relation to the progress of these discussions.