
**MINUTES OF THE REGIONAL TECHNICAL GROUP (RTG) MEETING HELD TUESDAY, 18TH
FEBRUARY 2003 AT THE TALARDY HOTEL, ST ASAPH AT 11am**

PRESENT for:

Anglesey County Council

Steffan Owen

Conwy County Borough Council

Barry Bond, Ceri Thomas

Cylch

Katie Trent

Denbighshire County Council

Graham Boase, Gareth Jones, Brian Lyden, Avril Hughes

Environment Agency Wales

Stephen Blay

Flintshire County Council

Andy MacBeth, Clive Sproule

Gwynedd County Council

Peter Evans, Jeremy Gibbins

Powys County Council

Andy Bull, Jan Jonker

SLR Consulting Limited

Alban Forster

Snowdonia National Park Authority

D Gareth Lloyd

Wales Environment Trust

Richard Carter

Waste Strategy Unit

Cathy O'Brien

Welsh Assembly Government

Sue Martin

Welsh Development Agency

Julie Masters

Wrexham County Borough Council

Bob Sheffield

1. APOLOGIES

1.1 Apologies were received from:

Aneurin Phillips (Denbighshire County Council), John Williams (Anglesey)
Barry Bond to chair the meeting in the absence of Aneurin Phillips

1.2 Barry Bond (BB) welcomed new members to the RTG meeting as follows:

- (i) Katie Trent, Cylch
- (ii) Clive Sproule (Flintshire County Council)
- (iii) Steffan Owen (Anglesey County Council)

2 MINUTES OF MEETING OF THE 11 NOVEMBER 2002

2.1 Accuracy - Cathy O'Brien made reference to an error in the Minutes under point 7.4 WAG had not agreed to commission SLR to set up a website, but were simply considering such an approach.

2.2. Matters Arising - CO'B confirmed that WAG would not be able to finance the setting up of a website.

2.3 Barry Bond informed the RTG that his attention had been drawn to the fact that Karin Black, Waste Strategy Officer for the Environment Agency Wales should be invited to future meetings of the RTG and asked CO'B to offer some background details. CO'B stated that Karin Black was the Waste Strategy Officer for the EAW and felt that as she is the central point within the Environment Agency Wales on waste planning it may be appropriate to invite her to all future RTG meetings. KB had already been invited to the SE group but not the SW or N groups and CO'B felt that it would be beneficial to invite her to all three groups.

Agreed – To invite Karin Black, Environment Agency for Wales to all future meetings of the RTG

3 PRESENTATION BY SLR

3.1 There followed a presentation by Alban Forster (SLR) (handout circulated) providing an update of the current position, the review of the weightings exercise and an explanation of the Draft Options Development Report (stage 2A).

3.2 Review of weightings – Following Preliminary Weightings obtained through consultation seminar 13th November 2002 AF requested all authorities to review the scorings previously prepared in November.

***Agreed AF to e-mail forms to GJ in order to undertake this exercise
All authorities to formally respond to SLR by March 3rd 2003 with the amended weightings where relevant.***

3.3 Draft Options Development Report (Stage 2A)

Agreed to progress with the options 1 – 6 presented in the report. RTG group to consult immediately with their Local Members and contact DCC asap with any concerns raised by Members.

- 3.4 It was agreed to refer to option O in the report as it represented a baseline for comparison. There was however no need to subject option O to the various assessments to establish a preferred option as the results would not be relevant within the context of developing a strategy to meet the waste targets in the future.

4 CONSULTATION

4.1 Consultation periods and Publicity Material

- 4.1.2 GJ circulated handout 'Consultation Strategy Material' which outlined DCC proposals in respect of the consultation stages, type and numbers of publicity and consultation material. It was advised that these details had evolved from the consultation strategy which had been agreed by the RTG with the only changes relating to the provision of 1500 flyers targeted towards the industry, organisations and pressure groups for each consultation stage (instead of the 1000 proposed). It was advised that copies of all documents would be kept by DCC on CD Rom and therefore Authorities requiring provision of any additional documents could do so, but this would be at their own cost.
- 4.1.3 Julie Masters (W.D.A) advised that she could provide details of contacts for businesses relating to the waste industry for the consultation exercise
- 4.1.4 GJ advised that DCC had already interviewed 3 companies in respect of the design and printing of the publicity / consultation material, the Draft Regional Waste Plan and the Final Regional Waste Plan. It was advised that invitations for tender would be sent out to these companies as soon as possible after the meeting.
- 4.1.5 The RTG agreed that the design of 1 logo which would be representative of the North Wales Region and which would be on all material produced in relation to the plan would be acceptable. The Local Authority representatives of the RTG were urged to advise / consult their members of this and to contact DCC asap if there were any concerns. It was confirmed that all material would have the WAG logo – in accordance with the requirements of the contract.
- 4.1.6 Sue Martin raised the issue of public awareness and that it was important that they were involved at an early stage. GHB advised that the consultation exercise had been geared towards this objective but also had regard to the time constraints in which the plan had to be produced.

4.2 Funding

- 4.2.1 GHB advised that an application for grant aid through the Landfill Tax Credit Scheme had been unsuccessful. £1000 had been committed previously towards the consultation exercise and this would be required asap. Dependent on individual budgets, payment could be made in this financial year or in the next financial year but definitely no later than April 11th 2003. AH to e-mail relevant details asap.

Agreed – DCC to send invoice asap to each authority for the £1000 contribution towards the publication of consultation material in relation to the North Wales Regional Waste Plan and payment to be made no later than April 2003.

4.3 Web Site

- 4.3.1 GHB advised that DCC have taken the decision to go ahead alone following some confusion as to whether WAG was to grant aid payment and whether there was to be an all Wales site for the 3 regions. A specification has been drawn up and a contract signed.

4.3.2 The Web site will include the following:-

All RTG contacts
Terms of Reference
Minutes/Agendas of all RTG and RMG meetings
Various reports produced by SLR, the Waste Plan in its various stages
Consultation (including publicity of future events etc as well as feedback form for the Draft Plan)
Link pages – to RTG Members Websites for which DCC will provide a guide to pass on to IT departments.

4.3.3 Anticipated date for web site to “go live” is 18th March 2003.

4.3.4 The web site will be called www.walesregionalwasteplan.gov.uk

5. PROJECT PLAN AND MEETINGS UPDATE

5.1 Next RTG meeting provisionally arranged 3rd April 2003

Next RMG meeting provisionally arranged 15th April 2003

DCC will confirm dates of meeting asap

6. ANY OTHER BUSINESS

6.1 COB advised that The European Commission were getting more interested in the progress of Regional Waste Plans in Wales and there may be a request to see all Plans for Wales. Important that Regional Waste Plans and subsequently UDPs do address the requirements of the Directives.

7. ACTIONS

See table below

8. LUNCH (1.35). The meeting closed at 1.35 and lunch was provided.

ACTION POINTS

Issue	Action DCC	Action Others
Karin Black (EAW) agreed as new member of RTG	DCC to formally invite KB to all future meetings	
Weightings Exercise (forwarded by SLR)	DCC to forward to RTG following receipt by SLR	RTG to complete and return to SLR by 3 March 2003
One Logo to represent North Wales Region on publicity / consultation material etc.		Each Authority to advise members
Contacts for consultation exercise with the industry organisations etc.		Julie Masters to provide DCC with database / list of contacts asap
Stage 2 a report		Each Authority to consult / advise and update their Members asap