
**MINUTES OF NORTH WALES REGIONAL WASTE PLAN –
REGIONAL MEMBERS GROUP
HELD ON WEDNESDAY, 3rd OCTOBER, 2002
AT THE TALARDY PARK HOTEL, ST. ASAPH**

PRESENT for:

Conwy County Borough Council:

Barry Bond, Councillor Brian Cossey, Councillor Linda Thorpe

Denbighshire County Council:

Aneurin O. Phillips, Gareth Jones, Councillor F D Jones, Councillor Michael German,
Avril Hughes

Flintshire County Council:

Councillor Kevin Jones, Councillor Meirion Matthews and Mr. Andrew Roberts

Gwynedd County Council:

Councillor Huw Hughes (Reserve)

Ynys Môn County Council

Councillor O. Gwyn Jones, Councillor Richard Jones

Wrexham County Borough Council:

Mr Lawrence Isted (Head of Planning)

S.L.R. Consulting Ltd.

Andrew Street, Alban Forster, Tony Yates

Snowdonia National Park Authority

Councillor Leslie Jones

Bryn Jones (Translator)

1. LUNCH (1:00pm – 1:30pm)

- 1.1 The Regional Member Group (RMG) joined the Regional Technical Group (RTG) for lunch between 1.00pm and 1.30pm

2. APOLOGIES

- 2.1 Apologies were received from:
Councillor A.C. Bailey (Wrexham)
Councillor Howard Moysen (Wrexham)

3. INTRODUCTIONS

- 3.1 Aneurin Phillips (AOP) welcomed all to the meeting and introduced the Denbighshire Team, SLR Consulting Ltd., Cathy O'Brien and Barry Bond who comprise the Project Group.

4. LIST OF RMG MEMBERS (FOR CLARIFICATION AND FILL IN GAPS)

4.1 Office

AOP circulated a form for completion by Members which required details of their office and contact details.

4.2 Power to make decisions

The form also required Members to state details of their delegated powers. AOP stated the importance that each Member provide this information as this would assist DCC in establishing whether there would be potential delays in the decision making process and the requirement to submit the agreed plan to the Welsh Assembly Government (WAG) by November 2003.

4.3 The forms should be returned to DCC asap and forms would be forwarded to Members not present at the meeting for their completion and return to DCC.

5. NOMINATION OF CHAIR FOR RMG

5.1 AOP conveyed that the RTG believed that a Member from DCC would be a possible candidate to chair the RMG meetings but emphasised that this was a matter for all present to decide.

5.2 A proposal was made, seconded and agreed that Councillor Michael German (Cllr MG) be appointed chair of RMG for the North Wales Waste Plan.

5.3 Cllr MG thanked all and welcomed this exciting and long overdue project and the commitment to produce a Regional Waste Plan for North Wales.

6. WISE ABOUT WASTE – NATIONAL STRATEGY FOR WALES (Cathy O'Brien)

6.1 AOP introduced Cathy O'Brien (CO'B) of the Welsh Assembly Government's Waste Strategy Unit who circulated a summary booklet on "Wise About Waste" and gave a brief presentation outlining the objectives of the National Strategy for Wales on Waste.

6.2 CO'B specified the principal objectives of the strategy:-

- A requirement to move away from relying on landfilling of waste to more sustainable waste management.
- Minimising waste that is produced and moving towards recycling and composting etc. (Wales at present recycle only 7% of municipal waste).
- WAG setting targets for different types of waste (for Local Authorities this would be for municipal waste and WAG would provide financial assistance of £79 million for 2001/02 – 2004/05).
- Using resources more effectively.
- Raising public awareness.
- Provide support for businesses to manage their waste more sustainably.

6.3 A general discussion followed regarding the targets set out in the strategy and whether a target of zero waste should be set. CO'B advised that the initial objective of the strategy should be to consistently reduce waste and increase recycling over period of time and that therefore realistic targets would be required as a starting point.

7. PRESENTATION BY DENBIGHSHIRE COUNTY COUNCIL

i) Presentation by AOP

7.1 AOP gave a presentation relating to the relevant European and UK Policy, Planning Policy Wales and Technical Advice Note 21 : Waste (TAN 21) and the main issues were outlined as:

7.2 European and UK Policy

- Establish an integrated network of waste disposal initiatives.
- Recover/dispose waste without harm to humans.
- Reduction, re-use and recovery.
- Move away from disposal.

7.3 Planning Policy Wales

- Regional self sufficiency
- Adequate provision for waste management facilities

7.4 TAN 21

- Waste a Strategic Issue – voluntary joint arrangements between authorities to include Regional Member Group (RMG) supported by Regional Technical Group (RTG).
- RTG to include waste management industry, environment agency etc. and officers of each authority in the region.
- Timetable for producing Regional Waste Plan to be submitted to WAG by November 2003.

7.5 AOP advised that the timetable for producing the Regional Waste Plan as set out in TAN21 gave a relatively short timescale in which to produce the plan and for it to be agreed by the RMG. AOP also emphasised the important role that each Member had as part of the RMG as representatives for their individual authorities in the plan preparation process.

ii) Co-Ordinating Authority – SLR Consulting

7.6 AOP advised that DCC had volunteered to be the co-ordinating authority as no other authority had formally shown an interest in taking on this role. He also advised that WAG were happy with this arrangement and that a contract for the work for producing the plan would be signed between DCC and WAG shortly.

7.7 AOP stated that SLR Consulting had been instructed by DCC to assist in delivering the waste plan and the requirements of TAN 21.

7.8 iii) Update on Current Position

AOP advised that the following work had been undertaken to date:

- May 2002 – joint arrangement of local authorities was established with membership of the RTG agreed.
- Each Authority had completed proformas providing information on waste types and amount and the existing waste management facilities and their capacities etc.
- SLR had produced a Draft Baseline Assessment Report which would form the Regional Waste Assessment Report to be agreed at RTG meeting on the 13 November 2002.

- DCC had produced Terms of Reference and Consultation Strategy.

7.9 AOP explained again that the timetable is extremely tight especially with the requirement of having the plan submitted to and agreed by WAG by November 2003. He also stated that despite a late start, the plan preparation at this stage appeared to be on target.

7.10 AOP advised that DCC as co-ordinating authority had set up a Project Group comprising himself, Graham Boase, Gareth Jones (All DCC), Barry Bond (Conwy CBC Waste Manager), Cathy O'Brien (WAG), Alban Foster, Andy Street and Tony Yates (SLR).

7.11 The Project Group would be meeting more frequently than the RTG in order to drive the development of the plan forward and to ensure that timetables etc. were met.

iv) Project Plan/Meeting

7.12 Gareth Jones (DCC) stated that a Project Plan (previously circulated) had been prepared outlining the timetable for producing the Regional Waste Plan and the frequency of meetings anticipated. The Plan reflected key dates and outputs. He emphasised the importance for Members to familiarise themselves with this Project Plan and that the full support and commitment of each Authority is essential in order to deliver this plan. He gave a brief explanation of stages 1 – 3 of the Plan process as follows:

Stage 1 – Regional Waste Assessment – Initial baseline assessment completed and reviewed by RTG 18th October 2002.

(Final baseline assessment report produced by 6th November 2002 and agreed by RTG and RMG by 13th November 2002.)

Stage 2 – Options assessment report which will look at the number and types of waste management facilities required (Agreed by RMG April 2003).

Stage 3 - Draft Regional Waste Plan (September 2003). Regional Waste Plan agreed by RTG and RMG by December 2003.

v) Terms of reference/4 core groups

7.13 GJ stated that on becoming the co-ordinating Authority for the North Wales Regional Waste Plan it was decided to prepare a brief Terms of Reference paper for the 4 core groups (previously circulated) mainly involved in preparing the plan. The 4 Core Groups were specified as DCC, SLR Consulting Ltd., RTG and RMG and the role of each group was briefly outlined in accordance with the Terms of Reference document.

7.14 GJ stated that the terms of Reference had been agreed by the RTG but that comments from the RMG would be welcomed. No further comments were received and the Terms of Reference were agreed.

vi Consultation strategy

7.15 GJ presented the consultation strategy (previously circulated). He explained that identifying the key consultation groups was fundamental to ensure that the strategy and methods of consultation are targeted towards the specific groups. The 4 groups identified in the strategy include the RTG, RMG, Consultees and All Other Interested Parties. GJ stated that methods of formal consultation included the following:

- A Web site to be in place within 2 months
- DCC to have already issued a press release which has created some response

- Produce and provide leaflets/documents/questionnaires etc. to individual authorities who would then use those to carry out their own consultation procedures in their own area.
 - The information will be geared towards the public and will be produced as user friendly as possible and there will also be questionnaires etc. geared towards the waste industry.
- 7.16 Following the presentation by AOP and GJ there was a general discussion regarding the waste issue and its importance nationally and locally. AOP advised that there may be problems along the way in terms of agreeing documents at relevant stages but hoped that these problems could be overcome by negotiation.
- 7.17 Members supported the consultation strategy stating that it was important that each Authority took ownership of the Waste Plan. It was also stated that it was important to educate the public about the waste issue – by starting with targeting schools to get the message through.
- 7.18 GJ advised that DCC would prepare the base documents for consultation but that each Authority, should they want to do more in terms of consultation, are welcomed to do so.

8. PRESENTATION BY SLR CONSULTING Ltd.

- 8.1 Andrew Street (Director SLR) and Alban Forster (Associate SLR) gave a joint presentation on the Company background and previous work undertaken by the firm. He emphasised the need to work with the RMG and RTG as a team and the need to involve the public at an early stage. He stipulated the importance that each Authority takes ownership for this plan and a commitment for managing waste. He requested that the RMG liaise with SLR with whatever issues were sensitive within their regions. The input of each Authority is crucial and there will be flexibility to review at a later stage.

- 8.2 To assist in delivering the objectives of TAN 21 Waste. SLR identified three stages in the preparation of the RWP and the output required for these will incorporate the role and responsibilities of SLR with the support of the RTG and RMG.

8.3 i) Methodology for the Regional Waste Plan

The proposed methodology would be in three stages and Alban Forster (AF) outlined in detail the 3 key stages and key meetings.

AF outlined the Regional Members Group Role -

- Assist Technical Officers to contribute to each stage of the waste strategy development
 - Agree findings at key milestones (Stages 1, 2 and 3)
 - Assist in the wider stakeholder/public consultation stages
 - Assist and develop joint working between Authorities to achieve common ownership of Regional Waste Plan.
- 8.4 AF called on Members to develop close links and good understanding of the Regional Waste Plan to get the message through to the general public. Everyone has a role to play and SLR emphasised the importance of good feedback from RMG.

iv) Draft Strategic Assessment Report

- 8.5 AF gave a brief presentation on this report which represented Stage 1a of the Initial baseline assessment.

Tasks include

- Type quantity and origin of waste arising within the Regions
- Waste imports and exports in the Region
- Review of existing and planned waste management arrangements and capacity
- Preliminary waste growth forecasts.

8.6 AF stated that the report recognises that there are some limitations as to the accuracy and level of detail on some waste management data for the regions at present and is an attempt to initiate discussion around what gaps currently exist and/or what assumptions have had to be made. Only after discussion can an assessment be made of how practicable and essential it is to refine the baseline data prior to development of the next stages of this study.

8.7 Consultation is a critical part of the development of an effective and deliverable Regional Waste Plan. It is essential that there is agreement both at the Technical Officer and Member level within the Region on the baseline date.

9. ANY OTHER BUSINESS

9.1 The chair requested that the issue of funding be addressed at future RMG meetings.

9.2 AOP circulated a map for information of the other regions in Wales. GJ offered to assist with any queries.

10. ACTIONS REQUIRED

ACTIONS	BY WHO	BY WHEN
Liaise with Officers on the RTG	Members	Ongoing
Ensure that officers respond to deadlines and provide SLR with required information	Members	Ongoing
Consideration of how consultation exercise will be undertaken in individual authorities	All	Ongoing
Identifying important/relevant issues for individual authorities	Members	Ongoing
Establish Delegated Powers to make decisions and the mechanism in individual authorities to approve the Draft Regional Waste Plan	Members	November 2002

11. DATE OF NEXT MEETING

11.1 To be advised.

11.2 The meeting concluded at 4.05pm