

Date	-	10 November 2017
Report of the	-	Lead Director, Dr Anthony Leonard
Subject	-	2018 Meeting Dates

Recommendation: It be **RESOLVED:** That the following meeting dates and times be agreed for the Joint Waste and Recycling Committee for 2018:

- 16 March, to be held at 3:00pm, Town Hall, Bexhill;
 - 8 June, to be held at 3:00pm, Muriel Matters House, Hastings;
 - 27 July, to be held at 2:00pm, County Hall, Lewes;
 - 7 September, to be held at 2:00pm, Town Hall, Bexhill;
 - 9 November, to be held at 3:00pm, Town Hall, Eastbourne; and
 - 14 December, to be held at 2:00pm, Muriel Matters House, Hastings.
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Report Author: Madeleine Gorman, Waste Partnership Manager

Future Meeting Dates

1. Members of the Joint Waste and Recycling Committee (JWRC) will be aware that there are currently no dates set for future 2018 meetings of the Committee.
2. Due to the fact that each Partner authority tends to publish their timetables of meetings at different times of the year, covering different periods (i.e. some cover a calendar year, some cover a municipal year), the approach has been taken to 'set' dates in advance of all Partner authorities' timetables of meetings being available for 2018.
3. In order to avoid any other meetings of the Partner authorities the Joint Waste Committee (JWC) meet on Friday afternoons. It is therefore proposed that the JWRC adopts the same system. Following the pattern of the JWC meetings, it is proposed that where applicable the JWRC meet on the same day at the conclusion of the JWC and therefore meet in the months of March, June and November for 2018. Additional meetings will also be required to ensure that key decisions are made in time for progression of the new contract. It is therefore proposed that the following meeting dates and times are set, but could be subject to change or cancellation, if necessary:
 - 16 March, to be held at 3:00pm, Town Hall, Bexhill;
 - 8 June, to be held at 3:00pm, Muriel Matters House, Hastings;
 - 27 July, to be held at 2:00pm, County Hall, Lewes;
 - 7 September, to be held at 2:00pm, Town Hall, Bexhill;
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It should be noted that informal briefings may be added pending the outcome of contractor discussions.

Location

4. In accordance with the JWRC's Constitution, venues for meetings rotate around the partner authorities; it is proposed for this arrangement to continue for future meetings. Where a JWRC meeting follows a JWC meeting at the venue of a non-partnership authority (e.g. Eastbourne Borough Council), for convenience and administrative purposes, it is suggested that the meeting be held at the same premises. It is reminded that if the JWC agree to continue to meet on Fridays, meetings will not be able to take place at the Wealden District Council offices in Hailsham as these meeting facilities are reserved for community use on Fridays.

Dr Anthony Leonard
Lead Director

Risk Assessment Statement

There is no operational risk arising from this report.