

Joint Waste and Recycling Committee

Date	-	27 September 2019
Report of the	-	Lead Director, Dr Anthony Leonard
Subject	-	2020/21 Meeting Dates

Recommendation: It be **RESOLVED:** That the following meeting dates and times be agreed for the Joint Waste and Recycling Committee for 2020/21:

- 3 April, to be held at 10:00am, Town Hall, Bexhill;
 - 3 July, to be held at 10:00am, Muriel Matters House, Hastings;
 - 2 October, to be held at 10:00am, County Hall, Lewes; and
 - 8 January 2021, to be held at 10:00am, Town Hall, Bexhill.
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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 2020/21 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 2020/21.
3. In order to avoid any other meetings of the Partner authorities, the JWRC has previously tended to meet on a Friday at 2:00pm or 2:30pm. It is proposed for the JWRC meetings to take place on the first Friday of specified months namely April, July and October for 2020 and January for 2021. Therefore it is proposed that the following meeting dates are set:
 - 3 April, to be held at Town Hall, Bexhill;
 - 3 July, to be held at Muriel Matters House, Hastings;
 - 2 October, to be held at County Hall, Lewes; and
 - 8 January 2021, to be held at Town Hall, Bexhill.

Timings of Meetings

4. The Specification describes the reporting and meeting requirements which include weekly, monthly and quarterly interactions between council officers and Biffa managers. The schedule of reports and meetings for 2020 has been planned to support the need for officers to prepare reports in time for the committee meeting dates recommended in this report.
5. Given that the JWRC meetings are no longer running concurrently with the Joint Waste Committee, and following a number of committee membership

changes in recent years, it recommended that the meetings commence at 10.00am from April 2020.

Location

6. In accordance with the JWRC's Constitution, venues for meetings rotate around the Partner authorities; it is proposed that this arrangement continue for future meetings. Members are reminded that if the JWRC 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. However, changing to another day has proved difficult as they tend to clash with the four Councils' other established meeting arrangements, hence the Friday meetings.

Dr Anthony Leonard
Lead Director

Risk Assessment Statement

There is no operational risk arising from this report.