

EFDC GREEN CORPORATE WORKING PARTY MINUTES

DATE: 2nd September 2013
TIME: 2.30pm
VENUE: Committee Room 2, Civic Offices

Chair: John Preston (JP)

Minutes: Sarah Creitzman (SC)

Attending: Janet Twinn (JT), Gary Woodhall (GW), Councillor Gary Waller (Cllr GW), Mike Warr (MW), Mike Tipping (MT), Lyndsay Swan (LS)

Apologies	
Ian White, Brian Bassington	
Council Waste Update	Action
<p>MT had sent an email to GCWP members taking part in the waste pilot, asking for feedback and any issues, so that the number of bins needed and collection arrangements can be planned.</p> <p>MT commented that he had so far received one observation, which was that using caddies might be an idea in some areas. These can then be emptied into bins at the end of each day to save staff having to make a trip to a bin. MT also mentioned that there had been a few teething problems with food waste collection by SITA due to new personnel, but that this had been ironed out and that the collection of waste from the actual bins within the offices had not presented the cleaners with any practical issues, so it would be written formally into their next contract.</p> <p>JT reported that the trial had gone very well in Benefits, except for the issue of how easy it was for staff to reach the bins. A suggestion was made for more bins to be provided as a way to resolve this.</p> <p>SC agreed that in Planning, the trial had gone well, but that probably smaller and definitely more bins were needed to ensure all staff would use them.</p> <p>GW mentioned that there had been one instance of a bad bin smell in Democratic Services, when a week's worth of food waste that had been collected in another room was emptied into the bin. This problem had been resolved though and staff seated near the bin have had no other complaints re smell and could confirm that the bin was emptied regularly enough.</p> <p>SC mentioned that a concern had been raised to her by a cleaner that there had been a couple of occasions where staff had left food waste on the edges of desks and expected cleaners to remove it and put it into the bins.</p> <p>MT had not heard anything about this, but it was agreed that any behaviour like this would be addressed when the bins were rolled out officially.</p> <p>JT suggested that a good way to encourage staff was to move ordinary bins away from fridges and tea making areas, making it difficult to put food waste in the wrong bin by accident.</p>	

<p>MT said that the next steps would be to establish numbers of bins needed in each department, where they would be positioned and what the most appropriate size of bin is. SC and MT to look at Environmental Co-ordinator budget to fund the bins for the rest of the council and also work on putting together an article for District Lines, informing staff of the changes.</p>	<p>MT and SC</p>
<p>Green Champions Activities</p>	
<p>MT updated the group that improvement works on Homefield House would include replacing storage heaters with a wet central heating system, installing double glazing and insulation. The Civic Offices' LED lighting upgrade is also still being completed and the new building is being looked at to possibly have improvement works carried out to its windows.</p> <p>LS updated the group on the progress of the Council's work with Alsecco – a company brought in to provide external wall insulation to areas of council housing within the District that are off the gas grid and have solid walls. Alsecco has carried out a survey of properties and then recommended areas in the District that would be suitable for a pilot. Private homeowners can save money by agreeing to have the same work carried out to their own properties at the same time as council properties in their area.</p> <p>LS also updated that Glen Chipp and Chris Whitbread have decided against allowing EFDC to join the Essex Energy Partnership for now, until they have established what the benefits are for residents. Without being clear on this, it is thought that signing up to the partnership could expose the council to reputational risk. Work is being done to address this at Thurrock Council, which has agreed to circulate its cabinet report to other LAs as a template.</p> <p>GW informed the group that the Local Government Act (1972) is preventing the council from becoming paperless, as it means certain reports must be printed for agenda packs.</p> <p>MW said that KPI reports were not covered by this act, so they at least could be issued electronically.</p> <p>GW to bring this up with Adrian Hendry.</p> <p>MT mentioned that David Newton has come up with a draft ICT strategy and suggested it might be a good idea to request that he comes to the next GCWP and gives a talk on any green aspects of the strategy.</p> <p>SC to email David Newton this request.</p>	<p>GW</p> <p>SC</p>
<p>Any Other Business</p>	
<p>None</p>	
<p>Date of next meeting</p>	
<p>December 2nd 2013, 14:30 Committee Room 2</p>	