

Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:00pm on Monday 7th June 2021

Present: Mr K Brew, Chairman (Lezayre), Mr J Allison (Andreas), Mr I Colquitt (Bride), Mr A Moore (Garff), Mr J Clarke (Jurby), Mr A Oldham (Ramsey).

In attendance: The following Clerks and Officers attended the meeting:
Mrs A Done (Ballaugh - Clerk), Mrs L Sims (Bride - Clerk), Mrs J. Cannell (Jurby – Clerk), Mrs M Rimmer (Lezayre - Clerk), Ms B Wallace (Ramsey - Technical Officer), Mr NQ Cannell (Ramsey - Finance), Mr JJ Quayle (Andreas, & Jurby – Ex-Clerk).

Apologies for absence:

Mr J Fenton (Ballaugh), Mrs M. Callow (Andreas – Clerk), Mr M Royle (Garff - Clerk), Mr P Whiteway (Ramsey – Town Clerk).

Adoption of previous meeting minutes:

It was resolved that the minutes from the previous meeting of 8th December 2020 (as circulated in advance of the meeting) be confirmed and signed by the Chairman.

Matters arising:

The Chairman invited Committee Members and Clerks to indicate if there were any matters arising but not included in the Agenda which they wished to bring to the Committee's attention.

There were no such matters.

Finance report:

The Income & Expenditure account for the year ended 31st March 2021 and the associated Balance Sheet (as circulated in advance of the meeting) were discussed as follows:

- The Income & Expenditure account at 31st March 2021 disclosed a surplus of income over expenditure of £72,370 compared to a budgeted break-even position. The Balance Sheet disclosed net assets of £91,496.
It was noted that the transactions and figures were subject to external audit as part of Ramsey Town Commissioner's annual audit.
- The effect of Covid-19 was discussed and the following was noted:
 - Scrap metal movements were limited, prices were low but as the budget had been set at a low price the effect was not excessive when compared to budget. It was noted that recent prices had more than doubled.
 - With the site being closed for periods during the pandemic the number of fridges, TV's etc was reduced hence less income than budgeted. The reduced numbers was also reflected in the reduced disposal charges.
 - Labour costs were greater than budgeted due to the fact that on re-opening the site under the booking system necessarily required 3 staff on site – 2 on site, 1 on the gate.
 - During the first 'lock-down' the Government were asked for a 3 month 'rental holiday' for quarter 1 (April – June 2020) but for that quarter they charged rent at the same level as the 2019-20 financial year (rather than charging the expected increase – an approx. £1,000 saving).
 - The largest impact was the tonnage of waste disposed from the site and haulage costs. With the site closures there was less waste and fewer skip movements resulting in significantly lower costs when compared to budget.
- The spreadsheets comparing the quantities of waste received and recycled at 31st March 2021 were discussed. Similarly these indicated the impact of the pandemic, i.e. reduced waste deposited on site in comparison to the previous financial year.
- It was noted that no plasterboard had been received on site during the year and this was explained by the fact that up until January 2021 there had been uncertainty as to where it could be deposited due to the proposed closure of Wrights Pit North.

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Site management report

RTC Technical Services Manager (TSM) referred to a general report circulated electronically prior to the meeting and in hard copy at the meeting. Before discussing this it was noted that the budgeted update to the site CCTV had been completed and was operational thereby able to provide backup to site staff if and when disputes involving the public occurred. The report addressed the following:

1. JCB Telehandler – Mr Moore advised that he had undertaken some research and it was apparent that the specification of the existing vehicle was over and above what was required for the role it did (even though it was an old vehicle). It was believed a more 'standard' vehicle would suffice and that a reasonable trade in value could be attributable to the vehicle.

It was resolved that: RTC staff (with the assistance of Mr Moore) continue research into the acquisition of a replacement vehicle with a view to trading-in the old vehicle.

2. Site drainage – the problem of the septic tank rapidly filling and 'backing-up' in the re-use area has been raised on more than one occasion during the winter.

The potential for extending the tail drains was discussed with a previous quote to be re-circulated. It was believed that the use of a septic tank was to have been a temporary measure; the TSM agreed to review to clarify the belief.

It was resolved that: if it could be shown that the septic tank had originally been planned as temporary then the Joint Committee should approach the Landlords requesting clarification as to when a permanent solution was to be implemented.

3. Site damage – the Committee were informed that a change in the skip haulier driver had resulted in damage to areas on site. These were being rectified with the costs to be passed onto the haulier.

4. Waste disposal charges – the discussions revolved around charging for various types of waste (rubble, plasterboard, reclining furniture), the need to have similar charges at all 4 Civic Amenity Sites and the potential for charging for commercial waste disposal.

- Commercial charges – Southern & Western sites do charge but the Eastern & Northern don't due to the fact that there are several commercial disposal sites within the local area which the sites did not wish to compete with.
- Rubble & plasterboard – it was stated that the charging system was raising complaints on site and at the Town Hall mainly because it appeared excessive as often some people were simply wishing to dispose of a very small quantity. It was also noted that more ceramic items (which would normally have been disposed of in the rubble skip) were being left in the re-use area and staff were having to dispose of them in the rubble skip.

It was noted that similarly other sites have the same 6 x 25kg bag limit above which they charged £100 per tonne for plasterboard and £45 per tonne for rubble.

It was resolved that: the present charging system be amended whereby:

- Deposits of rubble or plasterboard remain limited to 6 x 25kg bags per visit per week.
- Deposits of rubble or plasterboard of 1 x 25kg bag (or equivalent) is allowed free of charge.
- Deposits of rubble or plasterboard of 2 to 6 x 25kg bags continues to be charged at £10.
- Reclining furniture – presently no charge is made as scrap merchant is happy to break up the items, extract the metal and dispose of the material. It was noted other sites do charge up to £25 per item. Therefore there was the potential for the Northern site to become the main site for disposal of such furniture.

It was resolved that: no charge for the disposal of reclining furniture should continue.

5. Electrical items in re-use area – The Committee were informed that several complaints had been received based on the decision previously taken by the Committee not to allow used electrical items to be available for re-use. A written complaint had been circulated prior to the meeting. Opinions amongst the Committee were divided; some were content to have a disclaimer notice for the re-use of electrical goods whereas others thought the risk of allowing re-use too great.

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The Committee were informed that there was lack of consistency across the 4 Civic Amenity Sites.

It was resolved that: the present policy of having no used electrical goods available for re-use should continue and a response be made to the written complaint along the lines that the complaint had been brought before and discussed by the Joint Committee.

6. Staffing – the Committee were informed that a member of staff has requested a review of the Local Operating Agreement and the TSM would like consideration be given to the employment of a further site staff member. Discussions were:

- At present lunch breaks are un-paid. The staff are claiming that quite often their break is interrupted by requests from the public. Staff are requesting consideration for payment for their lunch breaks. It was noted that the site is closed to the public between 12 & 1pm at the weekends as they are the busiest days. This is to allow staff to have un-disturbed lunch and prepare for the afternoon.

Alternatives discussed were:

Closure every lunch time – believed to be too restrictive and bring more complaints.

Pay for the lunch break – believed too expensive.

Pay for the lunch break and close the site half an hour earlier thereby incur no additional cost.

It was resolved that: for Monday to Friday the site should close half an hour earlier and the staff paid for their interrupted lunch break. There should be no change to the weekend operational hours.

- The Committee were informed that there was a staff shortage at the present due to sickness. Furthermore, it was clear that site management was taking up more of the TSM working week and that of her Assistant and the RTC Works Supervisor. It was suggested that additional staff in a supervisory role be considered.

It was accepted that it was unsustainable to continue utilising non-site RTC staff to sort on-site problems.

It was resolved that: the TSM and Finance Officer calculate the cost for the potential of additional staff in a supervisory role.

- The member of staff making the lunch break request also requested the following:
 - Consideration be given to closing the site on Good Friday and Senior Race Day; they believed other sites closed on these 2 days.
 - Site staff be paid at over-time rates for non-rota weekend & Bank Holiday work (i.e. covering for sick).

It was resolved that: the TSM and Finance Officer review the Bank Holiday situation across the other sites and also review the options re over-time payments. The Joint Committee as a whole should consider the impact of Bank Holidays & overtime and feed their opinions back to the TSM and Finance officer.

Any Other Business:

1. Date of next meeting was agreed as Tuesday 24th August 2021, 7.00pm at Ramsey Town Hall. This would be the AGM at which elections for Chairman & Vice-chairman would take place.
2. The future of the Committee. This was briefly discussed as one partner Parish was concerned with the present allocation of site running costs by Rateable Value; it was thought to be inequitable on their residents. However, this being a major subject for the Committee to consider **it was resolved that** a separate special meeting was required to discuss the subject and with new Local Authority elections on the horizon it was agreed to arrange such a meeting at the forthcoming AGM.

The meeting ended at approx. 8:50pm.

Alex
Chairman

28/6 2021

