

## South Kirkby Community Liaison Group Meeting

**Date:** Monday 18 November 2013

**Time:** 18.00

**Location:** The Grove

**Chair:** Cllr Maureen Cummings

**Minutes:** Sally Hurn, Project Co-Ordinator, Shanks

### Attendees

Dave Brown (DB)	Senior Project Manager, Kier Infrastructure and Overseas
Eric Burkes (EB)	Local Resident
Cllr Maureen Cummings (MC)	Cabinet Member for Environment and Communities
Colin Fletcher	Contracts Director
Julie Greenwood (JG)	Strategic Waste Policy Manager, Wakefield Council
Glynn Humphries (GH)	Service Director (Cleaner and Greener), Wakefield Council
Sally Hurn (SH)	Project Co-Ordinator, Shanks
Sharon Paley (SP)	Environment Agency
Tony Ward (TW)	Local Resident
Greg Wilkinson (GW)	Environment Agency

### Apologies

Tom Allsopp (TA)	Town Councillor, South Kirkby & Moorthorpe Town Council
Cllr Michelle Collins (MC)	Councillor, South Kirkby & South Elmsall
Carole Harrison	Local Resident
Dan Jacobs (DJ)	Strategic Waste Technical Manager, Wakefield Council
John Kirk (JK)	Local Resident
Lawrence Kirkpatrick (LK)	Local Councillor
Dominic Lally (DL)	Project Manager, Shanks

### Non Attendance

Kim Mcfarlane (KMc)	Local resident
Kate Thompson (KT)	Senior Development Manager, Regeneration Team, Wakefield Council
Chris Geeson (CG)	Town Clerk South Kirkby & Moorthorpe Town Council
Cllr Laurie Harrison (LH)	District Councillor South Kirkby and South Elmsall
Nanette Swain (NS)	South Kirkby Residents Against Waste
Mike Walter (MW)	Process Engineering Manager, Shanks

### Minutes

#### 1. Welcome and Introductions - Chairperson

Cllr Cummings asked all attendees to introduce themselves to the rest of the group.

#### 2. Apologies - Chairperson

Were received from those as listed above.

Cllr Cummings issued a message of thanks to Mike Winterbottom, Contract Director who had recently resigned and left the business for his contribution to date.

#### 3. Minutes from the previous meeting held on 5 June 2013 – Chairperson

The minutes were reviewed on a page by page basis.

CF provided an update on apprenticeship schemes across Shanks and advised that they were encouraged across the group and already in place on the ELWA and Cumbria projects. He continued by saying that Shanks would be in a better position to review their commitment to apprenticeships once the facilities at South Kirkby were up and running.

MC advised that there were a number of local charities that assist in pastoral care such as the Apprenticeship Trust that Shanks should consider working with these agencies to source appropriate candidates for the scheme.

DB told the group that Kier had taken on three members of staff under the apprenticeship scheme.

MC asked if the staff that were recruited at the start of 2013 were still working within the business, SH advised that the majority were.

MC asked for an update on the access issues relating to the Visitors Centre, and asked if the design was being amended to allow entry.

JG advised that there had been discussions held with Nigel Catling and it has been agreed that there will be limited access to specific groups of people. A document is currently being prepared which will detail who will be granted access and any specific conditions.

MC advised that she had visited the Calder Vale Road Household Waste Recycling Centre recently as a customer and was extremely pleased by the welcome and assistance she received.

MC added that an Elected Members seminar had been held the previous week and the details of the recently opened Calder Vale Road Household Waste Recycling Centre were promoted. It was noted that the public were having difficulties locating the entrance to the site.

SH advised that Shanks were aware of these issues and the AA had been contacted to revisit the site and review the diversion signage that had been implemented to make improvements.

#### **4. Project overview- Julie Greenwood, Strategic Waste Policy Manager, Wakefield Council**

JG began by advising that Shanks has been operating the Household Waste Recycling Centres, Transfer Stations and Bring Site network for almost nine months.

The Household Waste Recycling Centre at Welbeck had re-opened following a three month closure to allow for refurbishment.

The temporary Household Waste Recycling Centre had opened at Calder Vale Road, allowing the Council's vehicles to tip off paper and recyclables in preparation for the closure of the Denby Dale Road Household Waste Recycling Centre site.

She continued by saying that the Denby Dale Road Household Waste Recycling Centre had been handed over to Kier on 11 November 2013 and asbestos and ground surveys were being carried out. Demolition works were due to take place straight after Christmas.

JG advised that the changes to the Household Waste Recycling Centres and the re-opening of Welbeck had been communicated to the public through a variety of channels which included leaflets, the Citizen, Twitter, the website and on site banners. She added that the Communications campaign surrounding the changes had been well received so far.

JG added that the recently held Elected Members briefing had been well attended.

JG explained that the Shanks Education Officer had now delivered 38 school events and 28 community events to date, these events ranged from singing about waste to practical composting workshops for adults.

JG confirmed that she would be attending an education event on 26 November with Glynn Humphries.

JG advised that Shanks were currently undergoing a structural review and once completed Shanks would

be in a position to engage with the community with new representation.

JG reported that the Construction team were currently on schedule and that great progress was being made at the South Kirkby site.

**A: to provide a photographic record of progress at the South Kirkby at the next meeting.**

JG continued by saying that the Council had been awarded £33m from DEFRA in waste infrastructure credits. They have also recently carried out a management review involving both Shanks and the Council. A couple of recommendations were made which have been incorporated into an Action Plan.

In terms of performance, JG was pleased to advise that Shanks were on target to deliver recycling and composting targets for 2013.

#### **5. Service Delivery and Programme - Colin Fletcher, Contracts Director, Shanks**

CF advised that the re-opening of Welbeck Household Waste Recycling Centre, the closure of Denby Dale Road Household Waste Recycling Centre and the transfer of operations to the Calder Vale Road Household Waste Recycling Centre had gone very well.

CF continued by saying that there had been a number of security issues across sites with textiles and scrap metal specifically targeted. As a result of these issues there is now a full time static guard in place on the Welbeck Household Waste Recycling Centre.

CF then gave a brief operational overview and advised after nine months of operating that Shanks were:

- Reviewing the Bring Site network to determine if it could be expanded and managed more effectively.
- Reviewing the Transport function with introduction of articulated vehicle capable of carrying 44 tonnes rather than the 22 tonnes that the Roll on offs are capable of carrying.
- Reviewing Health and Safety documentation on sites to ensure everything is in place
- Reviewing manpower and structure and carrying out a gap analysis exercise. This was likely to be a three month project and it was anticipated that additional resources would follow.

TW asked if all the work being carried out the South Kirkby site was within the perimeter fence that Kier had erected as he had noticed that the path near the fishing lakes was badly churned up.

DB confirmed that this was the case.

**A: JG and GH agreed to investigate if this was anything to do with the drainage work currently being carried out on the site by the Council.**

DB advised that there had been issues on site with security and that there were now guards and CCTV in operation on site. The excessive level of on site break-ins had not been anticipated.

#### **6. Project Construction including Programme - Dave Brown Senior Project Manager, Kier Infrastructure and Overseas**

DB advised the group that construction was on programme and cladding work was due to start week commencing 25 November 2013. He added that site conditions had been poor in October and it had been expensive to keep the site operating in a safe manner.

DB explained that Kier were currently going through a BSI audit and the South Kirkby site was being used as an example site. The feedback to date was that Kier was running an above standard operation.

DB continued by saying that the site was now a member of the Considerate Constructors scheme.

DB added that Kier were engaging well with the local community, specifically with the local Fire Brigade through regular emergency fire drills on site.

DB concluded by saying that the Welbeck site had been handed back to Shanks on schedule.

#### 7. Visitor access at the South Kirkby site

**A: It was agreed that Shanks would produce a protocol detailing visitor access to the South Kirkby site and provide clarity on what the Visitor centre would contain. This document would be provided at the next meeting.**

#### 8. Update on 106 monies – Glynn Humphries

Glynn confirmed that there was £78,274.00 available in 106 monies.

A document detailing 21 potential sponsorship opportunities had been provided by Debbie Joiner for review.

**A: It was agreed that a sub-committee should be set up to discuss and take forward the most relevant suggestions.**

DB advised that Kier would be willing to contribute financially towards some of these opportunities.

**A: SH to send DB electronic version on sponsorship opportunities.**

#### 9. Community Projects

This item was discussed under Agenda item 8.

#### 10. Any other business

GW from the Environment Agency provided an update and advised that all the sites were running smoothly and that he was receiving regular updates for Dominic Lally, Project Manager.

**A: It was agreed that the Environment Agency should be included on the Agenda as a separate item for the next meeting.**

TW expressed his concern that the South Kirkby site may be at risk of flooding.

JG explained that the Council were currently in the process of carrying out significant water management works across the whole development.

EB asked GW and SP from the EA to provide details of their background and asked if copies of the applications made for the South Kirkby site were available.

JG advised that as the permit issued was a publicly registered document then it should be available.

DB advised that EB was welcome to attend the South Kirkby site to review these documents which were available for public viewing.

**A: CF agreed that EB could be sent an electronic copy of the permit for the South Kirkby site.**