

WASTE CONSORTIUM SECRETARIAT ARRANGEMENTS

1 SUMMARY

- 1.1 The purpose of this report is to gain Members' views on the future secretariat arrangements for the Consortium of Essex Waste Collection Authorities.

2 INTRODUCTION

- 2.1 The Consortium of Essex Waste Collection Authorities was set up over three years ago. Its primary purpose has been to create a forum to discuss related issues and to provide a more concerted view from the Waste Collection Authorities on the development of the Essex and Southend Waste Local Plan.
- 2.2 Since its inception, Chelmsford Borough Council has provided the administrative and secretariat support for the Consortium but is now looking to relinquish this responsibility.

3 FUTURE OPTIONS

- 3.1 Attached as [Appendix A](#) is a discussion paper that has been circulated to all the Waste Collection Authorities for their consideration.
- 3.2 Set out within this paper are four possible options for facilitating the administrative and secretariat service to the Consortium.
- 3.3. These are essentially:
- Secretariatship rotated between authorities annually.
 - Splitting the secretariatship functions on a medium term basis.
 - Splitting the secretariatship functions but rotating strictly annually.
 - Authorities funding a semi-permanent secretariat.

4 ENVIRONMENTAL IMPLICATIONS

- 4.1. The input of the Consortium into the development of the Essex and Southend Waste Local Plan has a positive effect on the environmental conditions within the district.

5 RESOURCE IMPLICATIONS

- 5.1 Within Appendix A it is stated that an officer resource of 3 or 4 part-time staff is required to provide the secretariat service. On this basis it would not be unreasonable to assume that officer time of 2 full time equivalent staff would be required.
- 5.2 The fourth option of a semi-permanent secretariat would require a financial contribution for which there is no budget provision at present. The amount of any contribution is not yet known.

6 CONCLUSIONS

- 6.1 On the basis of the officer resource requirement, as stated in Appendix A, it is understandable that Chelmsford now wishes to relinquish the role.
- 6.2 It is considered unlikely that any of the smaller authorities would be in a position to undertake the secretariat duties, either fully or in part, without some form of financial contribution. Certainly it would be difficult for Rochford.
- 6.3 If the Consortium is to continue, then the proposal to set up a semi permanent secretariat, with all Districts making a financial contribution, would appear to be the most equitable solution.

7 RECOMMENDATION

- 7.1 It is proposed that the Committee **RESOLVES**

That Members consider the options for providing administrative support to the Consortium of Essex Waste Collection Authorities as detailed in Appendix A of this report and decide on their preferred option.

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Background Papers:

None

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