

Alliance Environmental Services Ltd (AES)
Minutes of Board Meeting
Tuesday 30th January 2024, 14.30, Via Microsoft Teams

Present:

Cllr Arthur Moran, Chairman	AM
Kevin Melling, Managing Director	KM
Jane Thomason, Deputy Managing Director	JT
Melanie Henniker, Director HR & Corporate Services	MH
Mark Trillo, Executive Director AES	MT
Andrew Stokes, Chief Exec SM&HP/Director AES	AS

Other:

Jade Barber (Minutes)	JB
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Apologies Received:

Tracy Baldwin, Group Finance Manager	TB
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Agenda Item	Notes	Action
1.	AM chaired the meeting throughout. AM reported that due notice of the meeting had been given and that a quorum was present. Accordingly, he declared the meeting open.	
2.	Declaration of Conflict of Interest None declared at this meeting.	
3.	Minutes of meeting held on 4th December 2023 and Matters Arising The minutes of the previous meeting were agreed as a true and accurate record. It was decided following that following the last meeting, that the Transport Managers would attend board every 6 months in order to provide further updates.	
4.	Q3 Directors Report (to include Operational and Simpler Recycling Update) <u>Service Update</u> AES continues to engage with the public on waste minimisation and education. The team updated web pages ready for the launch of AES self-delivered bulky waste collections for SMDC from January 2024 using staff freed up by the rural round review. The High Peak Streets and Park team supported the emergency response during Storm Babet, delivering circa 350 sandbags to Castleton and removing stranded flooded vehicles. In December, the team supported the removal of downed trees following high winds. The AES collaboration with Orbitas Bereavement Services began in August 2023. Following the sale of Market Street, AES worked with Ansa to secure a temporary bin storage solution at Commercial Road, Macclesfield The 3-day emergency closure in October and the planned 16-week closure of the Fowlchurch Waste Transfer Station from 15/1/24 required contingency measures & are likely to increase costs.	

	<p>AES continues to work closely with the Commissioners to deliver best value and support the client with budget mitigations and savings where practical while continuing to explore business development and continuous improvement opportunities. Phase 2 of the larger bin review is due to take place in February 2024</p> <p>AES is preparing to deliver national waste reforms now known as Simpler Recycling. Work is ongoing to develop a contamination process for trade waste customers, to launch an organic trade waste service in High Peak, as well as exploring options around a possible Commercial Waste portal.</p> <p><u>Contractual KPIs</u></p> <p>For HPBC; 99.96% of collections were successful. Missed bins per 100,000 for Q3 were 41.88 (target 35 or less) <i>JT noted that missed bins were higher than target, and investigation has shown this is due to the portable Bartec units – the fixed units are being updated to bring up to spec, and this is something that needs to be looked into for the portable versions.</i> Domestic containers delivered in 10 days were 92.71% (target 100%) Estimated Recycling percentage was at 48.5% (target 50%+) Vehicle Availability was at 100% <i>This figure shows the availability of vehicles we maintain for the council. There are only a handful of vehicles for each authority – JT will speak with Rob Wilkes to see if there is a different KPI that can be used for this that is more uniform.</i></p> <p>For SMDC; 99.97% of collections were successful. Missed bins per 100,000 for Q3 were 30 (target 35 or less) Domestic containers delivered in 10 days were 99.62% (target 100%) Estimated Recycling percentage was at 53.7% (target 57%) Vehicle Availability was at 100%</p> <p>For Street Cleansing, Grounds and Parks; Community Clean up campaigns HP 209 (annual target 150) SM 192 (annual target 130) Annual Playground inspections (cumulative annual figure) HP 99.08% SM 97.37%</p> <p>Additionally, the Green Flag award was maintained.</p>	
5.	<p>Performance Improvement Policy The Company’s Performance Improvement Policy was reviewed and presented to the Board for consideration and approval in accordance with the agreed Schedule. The Performance Improvement Policy and Procedure sets out the framework within which concerns about employee performance (due to capability) can be addressed in a consistent and fair manner. Following operational review one change is being proposed in this paper.</p>	

	<p>In circumstances where a performance issue means the employee cannot carry out their role (e.g., loss of driving licence when this is an essential criteria of the role) it is proposed that following appropriate investigation the Company be able to proceed directly to a Stage Three Capability hearing. The Company will consider redeployment of the employee at the hearing if this is an option.</p> <p>The Board is requested to approve the Performance Improvement Policy and Procedure with the amendments provided above.</p> <p>Board Resolution – The board moved to approve the Policy as detailed by MH and the board paper provided.</p>	
6.	<p>Charitable Giving Policy</p> <p>The Charitable Giving Policy was last reviewed in June 2022. The policy sets out the Company approach to Charitable Giving and the method in which employees can bid for an amount from the agreed Charitable Giving Fund. This allows the Company to match any initiative employees undertake to the value of £100.</p> <p>The proposal is to approve this policy with no amendments.</p> <p>Board Resolution – The board moved to approve the Policy as detailed by MH and the board paper provided.</p>	
7.	<p>Any Other Business</p> <p>AS asked for an internal meeting to be set up ahead of the AES Special Commissioning Board (Efficiency Workshop) on 7th March 2024. Following the meeting, JB set up a pre-meet for Friday 16th February.</p>	

**The Meeting closed at 16.00.
Next Meeting Thursday 29th February at 14.30**

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