

**Ansa Environmental Services Ltd (Ansa)  
Minutes of Board Meeting  
Tuesday 23 May 2023 at 14.00**

**Present:**

Cllr Steve Hogben, Chairman	SH
Cllr Arthur Moran, Director	AM
Kevin Melling, Managing Director	KM
Jane Thomason, Deputy MD	JT
Melanie Henniker, Director HR & Corporate Services	MH
Tracy Baldwin, Group Finance Manager	TB
Tom Shuttleworth, Director CERF Ltd (Observer)	TS
Helen Green, Finance (Observer)	HG

**Other attendees:**

Karen Potts, PA to MD (Minutes)	KP
Ricky Griggs, Employee Representative	RG

**Apologies:**

Cllr Mike Hunter, Director	MHu
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Agenda Item	Item Detail	Actions
<b>07</b>	<p><b>Minutes of last Non-Commercial Meeting</b></p> <p>The Minutes of the Non-Commercial meeting held on 27<sup>th</sup> April 2023 were approved as being an accurate and correct record.</p> <p>There were no matters arising.</p>	
<b>08</b>	<p><b>Directors' Strategic Report Q4 2022/23</b></p> <p>JT presented the report and highlighted the front page of the document where there is a Photo of Ansa West Park team supporting the Christmas Tree Recycling for East Cheshire Hospice working with 250 volunteers. This captures our Social Values we don't always recognise the values of these services and how much they raise and what is given back to the community.</p> <p>The following points were discussed as each slide was presented.</p> <p>As previously reported the EA permit section 61 review submitted April 2022 – acknowledged as received by the Environment Agency in January 2023 Currently no further update but will keep the board up to date.</p> <p>There have been no odour reports complaints over the last 6 months. We have recently received an FOI request about this.</p> <p>Joint Depot inspections completed for Cledford Lane.</p> <p>A discussion took place around the overall number of incidents /accidents. There has only been one RIDDOR reportable this year was related to a slip-on ice. The incidents are mostly related to vehicles. In Q4 of the 27 incidents 5 of those were related to vehicles driven by the general public which had collided with our waste vehicles /operational staff. Where we have the details, they are reported to the police.</p>	

	<p>Waste Transfer site incidents are mostly related to small fires because of batteries. We continue to provide a range of communications relating to the disposal of batteries to educate people.</p> <p>As part of our communications programme, we have just completed a campaign on Mental Health Awareness and next month we are running a campaign on incident reporting to encourage staff to report these.</p> <p>KM highlighted what a fabulous year we had in 2022/2023 but when you look at the near misses' chart, we would expect more to be reported. We want to learn from and not to penalise staff who come forward with near misses to help us to be proactive rather than reactive. We include the Trade Unions in discussions.</p> <p>JT highlighted that our Fleet Management team have a 100% pass rate for HGV's and the National rate is just over 86%. We are extremely happy with to have achieved these results for a whole year at 100%.</p> <p>New CEC-led integrated ICT solution for Tree Inspection &amp; Works activities Karbontech is due to replace the current PSS Live system for Trees following an initial dual running phase.</p> <p>The spread of ash die back is likely to create additional budgetary and resourcing pressures in the coming years for both inspection and control measures</p> <p>Visual graphs were shown for the following sections:</p> <ul style="list-style-type: none"> <li>• Tree inspection - Highlighted the response time</li> <li>• Park Inspections - include scheduled six-monthly inspections, post storm inspections</li> <li>• Play Area Inspection Summary – Inspections take place in line with ROSPA Guidance</li> </ul> <p>MH presented the Ansa Transport Slide and updated that with the following points:</p> <ul style="list-style-type: none"> <li>• We have been able to successfully fill all driver vacancies. We have also filled all our School Crossing Patrol Vacancies and have used the full budget.</li> <li>• The two new vehicles we received in April have been returned for a modification.</li> <li>• Flexilink is under review with the council and likely to go out to public consultation.</li> <li>• Sickness statistical reporting continues to be difficult due to technical issues, but we are monitoring through manual reports and managing attendance through support and formal procedures as appropriate.</li> <li>• Gender pay gap: the organisation's gender pay gap is below the national average of 7.9%</li> <li>• Communications team continues to be very active with Community Engagement &amp; Waste Minimisation and the support of a very enthusiastic group of volunteers.</li> </ul>	
09	<p><b>Employee Rep matters – Verbal</b></p> <p>RG had no matters to raise. Staff is generally content excluding the pay award.</p>	
10	<p><b>Resignation of Non-Executive Directors and Appointment of Chair from the 1<sup>st</sup> of June.</b></p>	

	It was agreed that this would be dealt with separately as KM and SH felt that it was appropriate to accept resignations and to appoint a new chair while all board members were present.	
<b>11</b>	<b>Any Other Business</b>  <b>None</b>	

**The Meeting closed at 16.45**  
**Next Board Meeting: TBC**