

**Ansa Environmental Services Ltd (Ansa)**  
**Minutes of Board Meeting on Thursday, 17<sup>th</sup> February 2022 at 10am**  
**Microsoft Teams**

**Present:**

Kevin Melling, Managing Director	KM
Cllr Steve Hogben, Chairman	SH
Cllr Arthur Moran, Director	AM
Cllr Mike Hunter, Director	MHu
Jane Thomason, Deputy MD	JT
Tracy Baldwin, Group Finance Manager	TB

**Other attendees:**

Megan Bowyer PA to MD (Minutes)	MB
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**Apologies:**

Melanie Henniker, Director HR & Corporate Services	MH
Josh Black, Employee Representative	JB

Agenda Item	Notes	Action
1.	Cllr Steve Hogben chaired the meeting; he reported that due notice had been given and that a quorum was present. He declared the meeting open.	
2	<b>Declaration of conflicts of interest</b> KM advised attendees that should any matters relating to Orbitas or TSS be discussed, he may have a conflict of interest as he is Managing Director of both companies in addition to Ansa.	
3	<b>Minutes of last Meetings</b> The minutes of the Board Meeting held on 20 <sup>th</sup> January 2022 were approved as being accurate and correct.  <b>Matters Arising</b> Waste Transfer Station incident. KM confirmed this is now closed and briefing notes have been prepared and issued for interested parties including the local community.	
4	<b>Results of Hydro-treated Vegetable Oil (HVO) fuel trial at Alliance Environmental Services</b> JT presented a paper showing the results of the recent trial of HVO at AES. She recapped that four refuse collection vehicles of varying sizes had been used in the trial which had taken place in the Staffordshire Moorlands area. The aim was to validate the CO2 credentials and check there were no unforeseen consequences of using the fuel.  The board noted the results and confirmed their awareness of the benefits.	
5	<b>Review of HR Policies</b>  <b>Disciplinary Policy &amp; Procedure V2</b> KM presented the briefing paper in MH's absence.	

	<p><b>Board Resolution – it was resolved to approve the Disciplinary policy and procedure as presented for a further period.</b></p>	
6	<p><b>Sponsorship Requests</b></p> <p><b>6.1 Middlewich Junior Cricket Club</b> The board was asked to approve sponsorship. KM added that Ansa is part of the community in Middlewich, and we would like to support local community initiatives.</p> <p><b>Board resolution – it was resolved to sanction the request to sponsor Middlewich Junior Cricket Club with the silver package.</b></p> <p><b>6.2 Queens Jubilee Event Queens Park Crewe</b> KM presented a letter from the Friends of Queens Park group who are planning a free community event to celebrate the Queens Jubilee Event on 4<sup>th</sup> June 2022. Financial support to plan and organise the event was requested.</p> <p><b>Board resolution – it was resolved that for this exceptional event a pot for event sponsorship would be made available. It was further resolved that authority should be delegated to the Ansa management team to make decisions based on requests received.</b></p>	
7	<p><b>Verbal Updates</b></p> <p><b>Operational Performance</b> Redacted due to commercial sensitivity</p> <p><b>UPM Contract Novation</b> Redacted due to commercial sensitivity</p> <p><b>Health and Safety Events</b> Redacted due to commercial sensitivity</p>	
8	<p><b>Future Publication of Board Minutes – Options</b> Redacted due to commercial sensitivity</p>	
9	<p><b>Buy-back of holidays (amendment to paper first discussed in March 2021)</b> Redacted due to commercial sensitivity</p>	
10	<p><b>Any other Business</b> There was a brief discussion about the charges that neighbouring authorities are levying for collection of garden waste. CEC seems to be the only local council not doing so. SH commented that Ansa doesn't decide the policy the Council will do so, but it's good that we are aware.</p>	

**Next Board Meeting to be held on 17 March 2022 at 2pm – Environmental Hub & Teams**