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**KENT RESOURCE PARTNERSHIP: MEMBERS BOARD**  
**2pm on Thursday 06 July 2017**  
**Committee Room, Tonbridge & Malling BC, West Malling, Kent ME19 4LZ**

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**In attendance – Members**

Cllr Rory Love	Shepway District Council
Cllr Arron Bardoe	Dartford Borough Council
Cllr Michael Payne	Kent County Council
Cllr John Barned	Maidstone Borough Council
Cllr Matthew Dickins	Sevenoaks District Council
Cllr Stuart Peall	Shepway District Council
Cllr David Simmons	Swale Borough Council
Cllr Sue Gent	Swale Borough Council
Cllr Jill Anderson	Tonbridge & Malling Borough Council
Cllr Ronen Basu	Tunbridge Wells Borough Council

**In attendance – Officers**

Tracey Butler	Ashford Borough Council
Dave Thomas	Dartford Borough Council
Mandy Pile	Dover & Shepway District Councils
David Beaver	Kent County Council
Hannah Allard	Kent County Council
Nichola Hood	Kent County Council
Natalie Liddiard	Kent County Council
Paldeep Bhatti	Kent Resource Partnership
Kate McCall	Kent Resource Partnership
John Edwards	Maidstone Borough Council
Richard Wilson	Sevenoaks District Council
Martyn Cassell	Swale Borough Council
David Campbell- Lenaghan	Tonbridge & Malling Borough Council
Gary Stevenson	Tunbridge Wells Borough Council

1	Apologies for Absence
	<p>Apologies for absence for Councillors were received from Cllr Clair Bell (Ashford BC); Cllr Neil Baker &amp; Cllr Joe Howes (Canterbury CC); Cllr Nick Kenton (Dover DC); Cllr Sandra Garside (Gravesham BC); Cllr Matthew Balfour (Kent CC); Cllr Suzanne Brimm (Thanet DC) and Cllr David Lettington (Tonbridge &amp; Malling BC).</p> <p>Apologies for absence for Officers were received from David Ford &amp; Sarah Randall (Canterbury CC); Roger Walton (Dover DC &amp; Shepway DC, represented by Mandy Pile); Nick Brown &amp; Stuart Alford (Gravesham BC); Jennifer Shepherd (Maidstone BC, represented by John Edwards); Gavin Waite and Trevor Kennett (Thanet DC).</p>

<b>2</b>	<b>Election of Chair and Vice- Chair</b>
	<p>Cllr Rory Love (ShDC) was unanimously re-elected as KRP chairman and took up his place next to the KRP Manager. Cllr Love (ShDC) then acknowledged and gave thanks to the excellent work achieved by the partnership over the last financial year and welcomed new members and officers to the KRP meetings.</p> <p>Vice Chair Cllr Jill Anderson (TMBC) was also then re-elected.</p>

<b>3</b>	<b>Minutes of Meeting held on 23 February 2017</b>
	Minutes agreed.
<b>4</b>	<b>Presentation: Shared Intel Analyst Proposal</b>
	<p>Natalie (KCC) provided a short presentation on the proposal for Kent Resource Partnership- Dedicated Intelligence Analyst. This included a background of Natalie's team; The Public Protection Intelligence Team (PPIT) and how they currently provide a basic level of intelligence service to the waste management teams across Kent at no cost. Natalie also explained what she means by intelligence in the context such as, flyers, leaflets, pictures that have been graded for accuracy. The role and responsibility of the proposed dedicated analyst was explained and the proposed solution the analyst should contribute towards are;</p> <ul style="list-style-type: none"> <li>➤ Producing a range of intelligence products to assist with targeting offenders</li> <li>➤ Providing a secure repository for intelligence</li> <li>➤ Carry out proactive trend and hotspot analysis</li> <li>➤ Assist with turning intelligence into evidence, supporting the legal process</li> <li>➤ Produce annual strategic assessment to support KRP business planning</li> <li>➤ Support KRP projects and campaigns</li> </ul> <p>Once the presentation was complete members were asked if they had any questions or comments to share.</p> <p>Cllr Arron Bardoe (DBC), asked how the dedicated analyst would manage equality between the 12 councils. Natalie (KCC) explained that the analyst will meet council's enforcement teams at the Kent Environmental Crime Practitioners group 6 weekly meetings and so will be able to distribute time accordingly and fairly. Paldeep (KRP) also explained that the role will be hosted by KCC with Natalie (KCC) as their line manager but work on behalf of the 13 councils, the same as the KRP staff. Several more questions and comments were raised by councillors and officers.</p> <p>Cllr Matthew Dickins (SeDC) stated that the quality of the data passed onto the intel analyst by each council will be determine how much each council would benefit from using the analyst. Councils will only get out what the put in, all need to utilise the analyst to create a culture across Kent where fly tipping is not appropriate or tolerated.</p> <p><b>Members agreed the following:-</b></p> <ul style="list-style-type: none"> <li>• <b>For the KRP to fund a 'Shared Intel Analyst' post based upon a two year fixed term contract. (October 2017 to September 2019). The role to be funded from the KRP Projects Budget over the span of three financial years - £23,025 allocated from the 2017/18 budget, £48,513</b></li> </ul>

	<p>allocated from the 2018/19 budget and £28,180 allocated from the 2019/20 budget. Kent CC's Waste Management agreed to contribute to this post with £3,000 allocated for 2017/18 and £3,000 allocated for 2018/19 from their own respective budget;</p> <ul style="list-style-type: none"> <li>• For the KRP Streetscene Project Group to track the progress of the Shared Intel Analyst against the measures of success outlined within the proposal and for the KCC Intelligence &amp; Standards Manager to attend the KRP Members Board on 12 July 2018 to provide Members with a one-year update; and</li> <li>• In 2019/20, the KRP Members Board to be able to consider whether the KRP wishes to continue funding the Shared Intel Analyst post.</li> </ul>
<b>5</b>	<b>Partnership Business Plan (PBP) &amp; Partnership Risk Plan (PRP) 2016/17</b>
	<p>Members received progress updates on each of the respective activities outlined within the PBP for 2016/17, led by Paldeep (KRP). Members and colleagues took this opportunity to raise queries or comment on the new proposed activities which will run over the coming year.</p> <p><b>Members agreed:-</b></p> <ul style="list-style-type: none"> <li>• The draft PBP &amp; PRP for 2017/18 and therefore are happy for KRP staff to lead/progress activities on behalf of the Partnership.</li> </ul>
<b>6</b>	<b>National Litter Strategy for England</b>
	<p>The national litter strategy for England was highlighted and the KRP Manager provided an update that the KRP consultation response was submitted to Defra within the 18 June deadline and the final response was shared with members.</p> <p>For information, the KRP consultation response had been jointly drafted by Martyn Jeynes (KRP Streetscene Project Group Chair) and Kate McCall (KRP Projects Officer). Views from colleagues within the KRP Streetscene Project Group and Officers Advisory Group were also taken on board. On behalf of the KRP, the final draft was approved by Cllr Rory Love and Cllr Jill Anderson in their respective roles as KRP Chair &amp; Vice-Chair and submitted to Defra on 14 June.</p>
<b>7</b>	<b>Materials End Destinations Publication 2015/16</b>
	<p>The final version of the Materials End Destination Publication 2015/16 was shared with members and the KRP Manager presented a short presentation highlighting the key areas of the document including, the additional 5 year reflective review.</p> <p><b>Members agreed the following:-</b></p> <ul style="list-style-type: none"> <li>• The latest draft Materials End Destinations Publication for 2015/16</li> <li>• For the KRP staff to maximise coverage/key themes from the latest Materials End Destinations Publication to the resource industry and local media (via the KRP Resident Communications Project Group).</li> </ul>

<b>8</b>	<b>East/Mid/ West Kent &amp; KCC – Verbal updates (Officers updates)</b>
	<p>Mandy (Sh&amp;DDC) provided an update for East Kent, that the partners are looking post 2021 when there exiting contract will be up for renewal. They will also be focusing on infrastructure, services and look to set up a strategical operational group.</p> <p>John (MBC) provided an update for Mid Kent that they are half way through there contract and all operations are running as expected. Also Martin Cassell a new officer from Swale Borough Council introduced himself as the new David Thomas to members and officers.</p> <p>Gary (TWBC) provided an update on the West Kent project and that there still currently working towards the 2019 start point.</p> <p>David (KCC) provided an update for Kent County Council and explained they disposed of 29 thousand tones of rubbish surpassing their budget. This has also created a huge demand on Kent’s infrastructure which in turn could create capacity issues going forward. He also pointed out from the End Destination Publication that just because materials are going over sees does not necessarily mean that’s a bad thing as it will be depend on infrastructure capacity here in Kent also. David (KCC) also explained that fire repair works to North farm will commence soon and this will create a big risk to capacity for some of the Kent councils as they will have to use alternative sites until North farm is re-opened.</p>
<b>9</b>	<b>Partnership Budget 2017/18 (draft)</b>
	Members noted the Partnership Budget for 2017/18, the budget was approved by members.
<b>10</b>	<b>Resource Association: Update from AGM</b>
	Cllr Love (ShDC) updated OAG colleagues and congratulated Paldeep (KRP) for his recent appointment to board member of the Resource Association.
<b>11</b>	<b>Partnership Performance</b>
	<p>The KRP Manager summarised the following from the latest Partnership Performance:-</p> <ul style="list-style-type: none"> <li>• The Kent-wide household recycling performance for Q3 for 2016/17 was recorded at 44.8% respectively. This represented an improvement when compared to Q3 performance data for the previous year.</li> <li>• The percentage of household waste sent to landfill continued to see impressive improvements too with Q3 of 2016/17 recorded at a record lowest of only 2.1%.</li> </ul>
<b>12</b>	<b>Members/ Officers Site Visits</b>
	It was agreed that combining site visits and members meetings would be the preferred and sensible choice. Paldeep and Kate (KRP) will, therefore, progress with arranging possible site visits it was also agreed that members would prefer to visit, Kent Enviropower Ltd’s Energy from Waste Plant at Allington and Viridor’s Material Recycling Facility (MRF) at Crayford.

<b>13</b>	<b>KRP Schedule of Meetings</b>
	Members noted the schedule of KRP meetings up to 2019. Cllr Love (ShDC) highlighted that the members board meeting scheduled for 22 <sup>nd</sup> February 2018 clashed with a Kent County meeting and so it was agreed that this date will be re-arranged. All other dates were agreed.
<b>14</b>	<b>Any other Business</b>
	<p>Cllr Anderson (TMBC) asked regarding the next round of anti-litter campaigns to be provided with information and the dates earlier than she has been informed previously. Paldeep (KRP) explained that the Autumn campaign will be under the banner 'Love Kent, Hate Litter' and he will ensure information will be provided via the Resident Communication colleagues in plenty of time. The one in Spring will be under a national banner and Cllr Dickins (SeDC) explained that these dates are realised 6 month prior on the national website.</p> <p>There being no further business, the meeting finished at 4pm.</p>