

PROSIECT GWYRDD JOINT COMMITTEE MEETING

Monday 21 March 2011 – 5.00PM

LOCATION: Room 1, Civic Centre, Newport.

Present:	Initials
Elected Members:	
Councillor Margaret Jones, Cardiff Council	MJ
Councillor Lyn Ackerman, Caerphilly County Borough Council	LA
Councillor Colin Mann, Caerphilly County Borough Council	CM
Councillor Geoff Cox, Vale of Glamorgan CC	GC
Councillor Gordon Kemp, Vale of Glamorgan CC	GK
Councillor Richard White, Newport City Council	RW
Officers:	
Hrjinder Singh, Interim Project Manager, Prosiect Gwyrdd	HS
Rob Quick, Lead Officer, Vale of Glamorgan Council	BQ
Sian Humphries, Solicitor, Cardiff Council	SH
Mark Williams, Business Advisor, Caerphilly County Borough Council	MW
Dave Harris, Business Advisor, Monmouthshire County Council	DH
S Davies, Corporate Director, Newport City Council	SD
Marc Falconer, Finance Officer, Prosiect Gwyrdd	MF
Marcia Sinfield, Project Accountancy Manager, Prosiect Gwyrdd	MS
Andrew Williamson , Technical Manager, Prosiect Gwyrdd	AW
Dan Perkins, Head of Legal and Governance, Caerphilly County Borough Council	DP
Alison Brown, Democratic Administrator, Newport City Council	AB

Apologies: Councillors Stephens (Cardiff Council), Fouweather and Routley (Newport City Council), Jones and Murphy (Monmouthshire County Council), T King, C Salter, E Weale (Cardiff Council).

Partnership of Councils



Supporting partner



No	Item	Action
8	Appointment of Chair	
	Councillor M Jones was appointed to the Chair in the absence of Councillor Mark Stephens.	Noted
9	Apologies for Absence	
	Apologies For Absence were received from Councillors Stephens, Fouweather, Routley, Jones, Murphy, T King (Business Advisor, Cardiff Council), and C Salter (Cardiff Council).	Noted
10	Declarations of Interest	
	None received.	Noted
11	Minutes	
	The Minutes of 24 January 2011 were confirmed as a true record and signed by the Chair.	Noted
12	Appointment to Key Project Roles	
	<p>Following the retirement of Stephen Davison, in line with the requirements of the Joint Working Agreement, the Project Board had elected Rob Quick, Director of Environment & Regeneration, Vale of Glamorgan, as the Partnership's new Senior Responsible Officer.</p> <p>The Joint Committee welcomed Mr Quick to the meeting, and also Sheila Davies, Corporate Director, Newport City Council, who would be attending the meetings pending the appointment of a suitable officer representative from NCC.</p> <p>Subject to the approval of the recommendations set out in the Finance report , the Project Board had resolved that it would secure the advisory services of an individual from Local Partnerships to undertake the role of Project Dialogue Director. In summary, the Project Dialogue Director would be responsible for leading all commercial negotiations with Participants under the direction of the Project Board. Subject to approval of recommendations contained within Agenda item 6, "Month 11 Monitoring Position and Projected Out-Turn", the appointment of Mike Williams to this post was noted.</p> <p>The role of Project Manager would be combined with the role of an existing Lead Officer within the Project Team.</p>	Noted
13	Month 11 Monitoring Position & Projected Out-Turn	
	Consideration was given to a report providing an update on the financial monitoring position and projected out-turn for the Prosiect Gwyrdd Budgets based on the first eleven months of the 2010-11 financial year. It also considered the implications	1. The Joint Committee noted the actual spend to date and

	<p>on the 2011-12 and 2012-13 budgets of extrapolating some of the expenditure pressures identified in 2010-11.</p> <p>The report recommended an additional drawdown from the joint committee reserve in accordance with the Joint Working Agreement (JWA) clause 7.20 which permits the Joint Committee to draw down from the Reserve subject to a cap of 5% of the annual approved budget.</p> <p>Reference was made to the 2011 overspend on external advisors, and confirmation was sought of the confidence in predicted figures for 2012. It was reported that the budget had been strengthened to reflect the additional external advice required to address project specific issues.</p>	<p>projected out-turn overspend of £32,738 before the recommended additional draw down from the Joint Committee reserve based on eleven months of the 2010-2011 financial year.</p>
		<p>2. In accordance with the Joint Working Agreement clause 7.20, the Joint Committee approved the proposed additional draw-down from the Joint Committee Reserve of £32,738 in 2010-11 and £55,968 in 2011-12.</p> <p>3. The virement from the Contingency budget to External Advisers and the proposed External Advisers budget slippage in 2010-2011 and 2011-12 was approved.</p>
<p>14</p>	<p>Joint Scrutiny Panel Meeting : 11th March 2011</p>	
	<p>Consideration was given to an update report on progress made in relation to the Joint Scrutiny Panel, with specific reference to governance arrangements, legal and administrative support and the panel's Terms of Reference.</p> <p>The Panel met on 11th March to consider external procurement</p>	<p>Noted.</p>

	<p>advice on the role of the Panel in progressing the Project.</p> <p>Additionally, the Panel further considered its governance arrangements, and approved the proposed Terms of Reference.</p> <p>The public procurement advice considered by the Scrutiny Panel on 11 March was circulated to the Joint Committee for consideration under Part 2 of the Agenda.</p>	
15	Exclusion of Press and Public	
	The press and public were excluded during consideration of the following item (Minute 16) on the grounds that it contained exempt information as defined in paragraph 16 of Schedule 12A, Part 4 of the Local Government Act 1972.	
16	Joint Scrutiny Panel Meeting 11 March 2011 – Procurement Advice	
	<p>The Joint Committee considered Appendix A to the Scrutiny Panel report of 11 March 2011, detailing procurement advice in relation to the Scrutiny Panel’s role on Prosiect Gwyrdd.</p> <p>Specific Reference was made to the advice relating to any site visits proposed by the Joint Scrutiny Committee, and to the need for a decision on the appropriateness of site visits later in the bidding process.</p>	Noted.
17	Update on Partnership Wasteflow Model	
	<p>The Joint Committee was provided with an update on the Partnership’s waste flow model prepared for the Invitation to Submit Detailed Solutions (ISDS) stage of the procurement. The Joint Committee was asked to assess the implications of any changes from the previous model and to note the way forward.</p> <p>Detailed waste flow modelling was undertaken as part of the preparation of the Outline Business Case (OBC). An updated model was provided to Participants at the Invitation to Submit Outline Solutions (ISOS) stage.</p> <p>In-line with the requirements outlined above, the Partnership had completed a further update of its waste flow model and projected waste arisings and made this information available to those Participants invited to proceed to ISDS stage of the procurement. Appendix 1 detailed the key assumptions and baseline data used in the preparation of each model.</p> <p>The ISDS waste flow model suggests a potential reduction in</p>	<p>1. To note the way forward, namely proceeding on the basis of the current arrangements.</p> <p>2. To note that the Partnership would keep the waste flow model under review as more up to date information becomes available, and discussions with Participants progresses.</p>

	<p>the Partnership's residual waste and therefore the amount of waste that may be available under the contract.</p> <p>As a result of predicted reduction in tonnage, the Partnership had sought procurement advice (Appendix 2) on the potential effect such a reduction in tonnage may have on the procurement and to explore the options available to it in order to mitigate any risks identified at this stage.</p> <p>Appendix 2 was circulated to the Joint Committee for consideration under Part 2 of the Agenda.</p> <p>Following the external advice received, the Project Board considered that it wished to proceed on the basis of the current arrangements, but noted the importance of keeping this key area of the project under review.</p> <p>The Partnership would continue to review and update its waste flow data as necessary. It may be necessary to revisit the attached legal advice as the project moved forward, particularly towards the end of the ISDS stage when Participants would be looking to the Partnership to provide a steer around its minimum and maximum tonnages.</p>	<p>3. To receive a further report in due course.</p>
18	Exclusion of Press and Public	
	The press and public were excluded during consideration of the following item (Minute 19) on the grounds that it contained exempt information as defined in paragraph 16 of Schedule 12A, Part 4 of the Local Government Act 1972.	
19	Partnership Wasteflow Model – Procurement Advice	
	Consideration was given to Appendix 2 of the report on the Partnership Wasteflow Model, detailing procurement advice received.	Noted.
20	Date of Next Meeting	
	20 th June 2011	Noted