

RUNCORN ENERGY FROM WASTE LOCAL LIAISON FORUM MINUTES

Wednesday 17th July 2019

		Action
	Attendees	
	Roy Griffin, Viridor (Chair) Julian Watts, TPSCo Alex Sutherland, Environment Agency Andrew Plant, Principal Planning Officer, Halton Borough Council Cllr Alan Lowe, Halton Borough Council Isobel Mason EHO, Halton Borough Council Cllr John Bradshaw, Halton Borough Council	
	Apologies	
	Cllr Margaret Ratcliffe, Halton Borough Council Cllr Dave Cargill, Halton Borough Council	
1	Welcome and Introductions	
	No introductions were required.	Note
2	Review of Actions	
	The minutes of the previous meeting (17 th April 2019) were confirmed with no changes requested. Actions from previous meetings were reviewed and three actions remain outstanding as shown below.	Note
	Cllr Lowe proposed that Elected Members should consider the options presented for the operation of the Forum and feed back at the next meeting.	Open (All)
	Selection of a Residents Representative remains open as an action and updates are provided below in section 4.	Open (All)
	A general discussion about the presentation of complaint data concluded with a request that the Operator include a graph of 12 months rolling data. Future presentations will include this information.	Closed
	Cllr Rowe asked that historic Environmental Fund data be circulated with the minutes of the meeting. Roy to obtain.	Open (Roy Griffin)
3	Operators Presentation	
	Roy provided a presentation from the operator including data for the period from April to the end of June 2019. The presentation is attached for the groups reference and now includes rolling complaint data as requested by the Forum.	Note

4	Community Matters	
	<p>Roy asked that the Forum consider and confirm the membership following the appointment by HBC of Elected Members to their various functions. Mr Plant confirmed that Cllr Ratcliffe has been appointed to replace Cllr Rowe.</p> <p>Roy to update the Terms of Reference to reflect this change.</p>	Roy Griffin
	<p>Updates were provided concerning the selection of a Resident Representative to attend the Forum.</p>	Note
	<p>Mr Watts provided a summary of the origin and intent of the LLF during the development phase of Runcorn and the link made into the INEOS Site Community Forum which created the position now vacant.</p> <p>Mr Plant noted that the intent of the LLF was to be a forum for communication rather than management of issues and suggested that the focus of activity should be on the provision of timely and relevant information.</p> <p>Roy confirmed to the group that in administering the operation of the forum Viridor had no specific expertise in developing and implementing a selection process which could be used for the purposes of selecting a suitable resident representative. In addition, he expressed concern that it had previously been confirmed that litigation was reportedly being pursued against the company concerning the operation of the facility. As such, and until the outcome of any such litigation was known, it was suggested that for the present the position of a resident representative remain vacant and that Elected Members present on the group would, given their democratic mandate, provide public representation for the Forum.</p> <p>Cllr Lowe proposed that the Operator should consider emulating the arrangements of the Rocksavage Forum.</p>	Note
	<p>Roy described the potential use, by the Operator, of a range of communication techniques including newsletters, web content and links to communication services (e-mail etc) at other facilities and suggested that a structured communication and media plan aimed at Local Residents might be more effective than a single representative.</p> <p>Cllr Lowe noted that the range and distribution of communications would need to be reviewed and fit for purpose to be considered effective. Also noted that for this technique to be used that a review of the Terms of Reference might be required.</p>	Note
	<p>Roy offered to draft a communication plan for the Forum to review.</p>	Roy Griffin
5	Environmental Fund Update	
	<p>No update was available for this meeting. (The Development Control Committee receives reports from the Environmental Fund Management Board but has not met in either June or July. The last minutes were approved in January 2019.</p>	Note

6	Site Development Activity	
	<p>Roy outlined a potential review of the arrangements in the Contractor Village at South Gate. No significant changes are proposed but a number of existing welfare facilities are now in need to maintenance or upgrade.</p> <p>Roy noted that some additional works were being completed (internal to the facility) to improve car parking provision and to install a bike shelter adjacent to the turbine hall. There will be no visual or audible impact as a result of either project.</p>	Note
	<p>Cllr Lowe raised the topic of development planned on the Station Quarter and asked whether it might have any impact on traffic flows to the facility.</p> <p>Roy to seek guidance from HBC on roads impact and routing.</p>	Roy Griffin
7	Dates and Times of Future Meetings	
	<p>Meetings are proposed as below, and these replace the dates published in any previous minutes.</p> <p>1600 on the 16th October 2019 1600 on the 18th December 2019</p>	Note
8	AOB	
	<p>Isobel Mason noted that Air Quality Monitoring equipment would be installed at Westfield School for a 12-week monitoring period once the technical proposals had been agreed.</p>	Note