

JOINT WASTE DISPOSAL BOARD

NOTICE OF MEETING

20 JUNE 2007

TO: ALL MEMBERS OF THE JOINT WASTE DISPOSAL BOARD

You are invited to attend a meeting of the Joint Waste Disposal Board on **20 June 2007 at 6.00 pm** in the Function Room, Fifth Floor, Easthampstead House, Town Square, Bracknell. An agenda for the meeting is set out overleaf.

Jon Freer
Project Director

Members of the Joint Waste Disposal Board

Bracknell Forest Borough Council:	Councillor Mrs M Ballin Councillor Mrs D Hayes
Reading Borough Council:	Councillor B Tickner Councillor S Waite
Wokingham Borough Council:	Councillor R Stanton Councillor S Weeks

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- 1 Leave the building immediately**
- 2 Follow the green signs**
- 3 Use the stairs not the lifts**
- 4 Do not re-enter the building until told to do so**

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**WOKINGHAM
BOROUGH COUNCIL**

JOINT WASTE DISPOSAL BOARD
20 June 2007 (6.00 pm)
Function Room, Fifth Floor, Easthampstead House, Town Square, Bracknell.

AGENDA

	Page No
1. APOLOGIES FOR ABSENCE	
2. DECLARATIONS OF INTEREST Members are invited to declare any personal or prejudicial interests and to state the nature of such interest on any items on the agenda.	
3. URGENT ITEMS OF BUSINESS To notify the Board of any items of business authorised by the Chairman on the grounds of urgency.	
4. MINUTES OF THE JOINT WASTE DISPOSAL BOARD - 28 MARCH 2007 To receive the minutes of the meeting of the Joint Waste Disposal Board held on 28 March 2007.	1
5. PROJECT UPDATE (Project Director)	5
6. WORKS DELIVERY PROGRESS REPORT (Project Director)	31
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8. BUSINESS CONTINUITY (Project Director)	69

Agenda Item 4

**JOINT WASTE DISPOSAL BOARD
28 MARCH 2007
(6.00pm-7.10pm)**

Present: Bracknell Forest Borough Council
Councillor Mrs Ballin

Present: Reading Borough Council
Councillor Waite

Present: Wokingham Borough Council
Councillor Stanton (Chairman)

Apologies for absence were received from:
Councillors North, McKenzie and Weeks

28. Declarations of Interest

There were no declarations of interest.

29. Urgent Items of Business

There were no urgent items of business declared.

30. Minutes of the Joint Waste Disposal Board – 10 January 2007

The minutes of the meeting of the Joint Waste Disposal Board held on 10 January 2007 were accepted by the Board, and signed by the Chairman.

31. Project Update

The Project Director introduced Oliver Burt, who had been appointed as the Project Manager.

The Board considered a report which provided an update on project activities since the last meeting on 10 January 2007.

The Project Manager updated the Board on a number of issues. In particular, he mentioned that there had not been any significant changes to the way that the facilities at Bracknell and Reading were being run. The area of most significant change since the last meeting had been the introduction of a new bottle bank schedule. This had made a significant impact to Bracknell Forest in particular on the way that collections were made. The contractor had put in place a schedule for bottle banks. Although this had taken time to settle down, a good level of a service was now being achieved.

In relation to the Monthly Performance Report for January 2007, the Project Manager informed the Board that although it looked disappointing with columns of zero's, this was because facilities had not yet been built. The narrative was interesting, in that Section 4 seemed to show that nothing had happened, but there had been an issue of getting bottle banks emptied. The Project Manager had asked for the true picture to be shown in the narrative in future.

The Board was informed that damage to bottle banks were covered by specific clauses in the contract. WRG were responsible for the provision and maintenance of bottle banks, and were obliged to repair them, even if the damage had been caused by vandalism. A number of new sites were being looked at which would be fed into the contract, and an update given at the next meeting

Although it was envisaged that the Board could look at the charts at future meetings as a management tool, there were concerns that they did not reflect the true situation. The Project Director explained that as it had not been accurate, the Project Manager had rejected the January report, and he was confident that future reports would be accurate and not misrepresent the situation. The Board felt that the current level of details was appropriate, especially at this early stage of the project, and that future reports could be circulated to members by e-mail. For the future, the possibility of producing a three month summary could be looked at.

Although the project had only been in place for less than a month by the end of 2006, the Project Director had completed a quarterly reconciliation up to the end of December. It had been found that a number of subcontractors had not provided the information required. This had now been corrected and he was confident that they would meet year end targets.

In relation to LATS (Landfill Allowance Trading Scheme), it was likely the project would have surplus of them because of steps taken so far. A decision on whether to keep or trade LATS credits could be decided annually. The next trading windows for LATS would be in the summers of 2007, 2008 and 2009, while there would be no trading of LATS in 2010. The year 2010 would be significant, as it would be the first of the LATS target years, and Local Authorities who did not have LATS credits in hand would have to pay a fine, and the slate would be wiped clean of any surplus LATS at this time. If the Lakeside incinerator comes on line in 2008, this project would not have a problem. The Board was informed that the increase in Landfill Tax made in the recent Budget would have a limited effect due to the contract in place, and the incinerator coming on line would give extra capacity. At the appropriate time, the Project Director would present recommendations for each of the three Local Authorities to the Board, although each Authority would be free to make their own final decision.

A paper had been circulated relating to Management Arrangements, and the members of the Board had been content with what had been proposed and confirmed they had agreed the recommendations and confirmed Jon Freer as the Project Director. As already highlighted, the Project Manager had already been appointed, and recruitment of the rest of the team now being looked at. The Board would receive an update on the situation at the next meeting.

RESOLVED that the progress made since the last meeting of the Board be noted.

32. Works Delivery Progress Report

The Board considered a report which provided an update on progress since the last meeting on 10 January 2007.

The Project Director informed the Board that there were two work streams, the operations side and the delivery of expected assets, and that regular meetings were being held with WRG on each. Work on the Smallmead development had started one week late, but was now ahead of schedule. It was hoped to hold a ceremony to mark the work carried out so far, as this had been the only PFI signed in 2006 that work had started on, and should be held up as an example of good practice.

There had been a few issues with the Longshot Lane Planning Application, and it did not go to the Planning Committee meeting on 22 March 2007. A new, substantially improved Planning Application had now been submitted, which would go before the Planning Committee on 21 June 2007.

RESOLVED that the progress made in the areas of the EPC Contract and Planning since the last meeting of the Board be noted.

33. Date of Annual Meeting

RESOLVED that the Annual Meeting of the Joint Waste Disposal Board would now be held at 6.00pm on Wednesday 5 September 2007, and be hosted by Wokingham Borough Council, and that the meeting of 20 June 2007 would be hosted by Bracknell Forest Borough Council.

CHAIRMAN

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**TO: JOINT WASTE DISPOSAL BOARD
20 JUNE 2007**

**PROJECT UPDATE
(Report by the Project Director)**

1. INTRODUCTION

- 1.1 The purpose of this report is to inform the Joint Waste Disposal Board of progress since the last meeting of the Board on 28 March 2007.

2. RECOMMENDATIONS

- 2.1 **To note progress made since the last meeting on 28 March 2007.**
- 2.2 **That the Board agree to receive a further report on Communications at the next JWDB Meeting.**

3. SUPPORTING INFORMATION

Background

- 3.1 The Joint Waste PFI Contract was signed with WRG on 31 October 2006. After a short mobilisation period, the service commenced on 4 December 2006, when WRG took on the management of the two Key Project Facilities in Bracknell and Reading and the Bring Banks within each of the three councils.

Operations

- 3.2 WRG Berkshire Ltd, the company who manage the operational side of the contract, have operated the Civic Amenity Site at Island Road in a satisfactory manner in the period since the last Joint Waste Disposal Board.
- 3.3 Unfortunately, the operation of Longshot Lane Transfer Station and Civic Amenity Site, specifically over the period encompassing Easter weekend and the May Day Bank Holiday, was not satisfactory.
- 3.4 Because of the double Bank Holiday, both parts of the Longshot Lane facility received an increased volume of waste – though not materially different than in previous years. WRG Berkshire Ltd however failed to heed warnings about preparation for the busy Easter period and failed to move waste out of Longshot Lane at an equivalent rate to the deliveries either by council freighters (Transfer Station) or residents (C/A Site).
- 3.5 They also failed, despite a specific warning, to secure the extended opening of the Burghfield Landfill, in Reading, prior to the Bank Holiday Weekend. This added to the waste backlog at Longshot Lane, albeit in a limited way, because waste deposited at Smallmead Civic Amenity Site over Easter was hauled to Longshot Lane rather than to the landfill next door.

- 3.6 The failures over Easter (6th to 9th April) meant that:
- By the time of the May Day Bank Holiday weekend (5th to 7th May), the backlog of waste had still not been cleared from either the Transfer Station or the C/A Site – although it was by that time being reduced.
 - The Longshot Lane Transfer Station was closed to trade waste, by WRG, for the week immediately following Easter in an attempt to slow the pace at which waste was being delivered but this affected local traders.
 - Green waste destined to be composted at Planners Farm had to be diverted to an alternative site. It had decomposed, in the period between being ‘harvested’ by residents and finally being removed from Longshot Lane, beyond the quality threshold at Planners Farm.
- 3.7 It’s important to mention that it’s unlikely that residual waste sat on site for the entire intervening period. The size of backlog was maintained, once it had been allowed to develop, by the inability of WRG to remove waste faster than it was being delivered.
- 3.8 Council Officers feel that one of the principle reasons the problem arose was inadequate staffing and provision for waste haulage at Longshot Lane. A new member of staff has now been appointed at Longshot to assist the Operations Manager and he was instrumental in clearing the backlog. In addition WRG have increased the complement of vehicles hauling waste from Longshot Lane.
- 3.9 Appended to this report is the Monthly Performance Report for April 2007.
- 3.10 Members will see, at Section 4, that WRG failed 147 times to empty bring banks according to the schedule agreed with the councils early in March. As the report says, April is the first full month that the schedules have been agreed across all three Borough’s and already their subcontractors have failed to follow it 200 times in total.
- 3.11 Many of these failures may not have resulted in any inconvenience to residents or even have been noticeable. However, it is an area that the Contract Team and individual council officers are monitoring closely.
- 3.12 WRG have two members of staff dealing directly with bring sites and, whilst the numbers do not yet reveal it, they are working in a positive way to ensure that the factors affecting bring sites (schedule, numbers of banks, repairs) are attended to.

Communications, Education and Waste Minimisation

- 3.13 Officers from each of the councils’ Marketing and Public Relations teams have met to discuss the need for a protocol governing communications between the councils and WRG.
- 3.14 These officers discussed the use of the re3 logo and the way in which we respond to media and public enquiries in an efficient manner. The officers have agreed to meet again and present their proposals to the Contract Management Team.
- 3.15 Members are asked to consider receiving a further report on this issue at the next JWDB Meeting.

- 3.16 WRG have appointed two Education and Waste Minimisation Officers to work with the councils and coordinate the education and waste minimisation work, previously done on an individual basis.
- 3.17 They have met with and developed good relationships in each of the councils. They've carried out promotional work across the entire area during Recycle Now Week (4th to 8th June) and with the councils' Project Manager are helping to develop a promotional tool for each of the councils recycling collections.

Financial

- 3.18 The agreed process for the monthly receipt, checking and payment of invoices has been operating in a timely fashion. Any queries raised have been dealt with promptly. Quarterly reconciliations have also been carried out.

Management Arrangements

- 3.19 Clare Ayling, from Bracknell Forest Borough Council, has recently been appointed to the post of Principle Finance & Administration Officer with effect from 2 July.
- 3.20 The contract makes provision for a Partnership Board Meeting between members of the WRG Board and Council representatives and this is now progressed with a view to enhancing service delivery and improvement.

BACKGROUND PAPERS

Reports to Joint Waste Disposal Board, 10 January 2007

CONTACTS FOR FURTHER INFORMATION

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Central Berkshire PFI Contract

Re3

Monthly Performance Report

For April 2007

Monthly Performance Report

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SECTION 1: Executive Summary

Summary of Performance in Month

- 1) **Turnaround failures – A total of 6 vehicles (0 breakdowns) failed to turnaround within the 20-minute tolerance. This represents a slight increase since March.**
- 2) **Longshot Lane CA site closure – This site had to undergo temporary closure on 22nd April as a result of the deposit of a lit barbecue becoming a health and safety issue.**
- 3) **Missed Bring Bank collections – 735 default points have been recorded for missed collections. In addition there have been 40 missed collections rectified within the designated timescale.**
- 4) **Complaints – There were no complaints where initial or full responses were not completed within the performance timescale.**
- 5) **Site Signage – New signs to notify users of restricted pedestrian access to the Longshot Lane CA site are on order and have yet to be installed**
- 6) **There was one instance of a haulier taking an unauthorised route in April.**

Table A1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 1	WASTE MANAGEMENT AND DISPOSAL	0	0
SO 2	WASTE RECEPTION AND TRANSFER	0	0
SO 3	CIVIC AMENITY AND BRING BANK SITES	41	47
SO 4	MARKETS FOR RECOVERED PRODUCTS	0	0
SO 5	INTERFACE WITH THE PUBLIC	0	0
SO 6	CONTINGENCY PLANS	0	0
SO 7	CONTRACT COMMENCEMENT AND EXPIRY PLANS	0	0
SO 8	SERVICE MANAGEMENT	0	0
SO 9	HEALTH & SAFETY	0	0
Total		41	47

Table A2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 1	WASTE MANAGEMENT AND DISPOSAL	0	0	0	0	0	0	0	0
SO 2	WASTE RECEPTION AND TRANSFER	5	2	10	£30	24	45	225	£1,320
SO 3	CIVIC AMENITY AND BRING BANK SITES	0	147	735	£7,350	16	458	1273	£10,000
SO 4	MARKETS FOR RECOVERED PRODUCTS	0	0	0	0	0	0	0	0
SO 5	INTERFACE WITH THE PUBLIC	0	0	0	0	0	1	5	£40
SO 6	CONTINGENCY PLANS	0	0	0	0	0	0	0	0
SO 7	CONTRACT COMMENCEMENT AND EXPIRY PLANS		0	0			0	0	
SO 8	SERVICE MANAGEMENT	15	4	4	0	30	39	138	0
SO 9	HEALTH & SAFETY	0	0	0	0	0	0	0	0
Total		20	153	749	£7,380	70	543	1641	£11,360

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SECTION 2: Waste Management and Disposal

Performance in Month

There were no performance related issues within the Waste Management and Disposal section to be reported in the month.

Table B1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 1: WASTE MANAGEMENT AND DISPOSAL			
SO1:1	Availability of Sites	0	0
SO1:2	Necessary Consents		
SO1:3	Nuisance control	0	0
SO1:4	Emergency opening		
SO1:5	Maintenance of waste management facilities		
Total		0	0

Table B2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 1: WASTE MANAGEMENT AND DISPOSAL									
SO1:1	Availability of Sites		0	0	0		0	0	0
SO1:2	Necessary Consents	0	0	0		0	0	0	
SO1:3	Nuisance control		0	0	0		0	0	0
SO1:4	Emergency opening	0	0	0	0	0	0	0	0
SO1:5	Maintenance of waste management facilities		0	0			0	0	
Total SO 1		0	0	0	0	0	0	0	0

SECTION 3: Waste Reception and Transfer

Performance in Month

There were 6 instances of council authorised vehicles taking more than 20 minutes from the time they were weighed in, to the time they were weighed out at the weighbridge. There were no instances of vehicle breakdowns during the month.

Overall 0.3% of vehicles failed to turnaround in less than 20 minutes during April. This represents a slight increase compared to March, yet still a marked improvement on early months.

There was one instance of a haulier taking an unauthorised route on the 23rd of April.

Table C1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 2: WASTE RECEPTION AND TRANSFER			
SO2:1	Interface with the waste collection services		
SO2:2	Turnaround times		
SO2:3	Transport routes		
SO2:4	Transport of waste		
SO2:5	Waste Movement Plan	0	0
SO2:6	Recyclate quality check		
SO2:7	Corporate livery	0	0
SO2:8	Weighbridge ticket		
SO2:9	Notice of weighbridge being unavailable		
Total		0	0

Table C2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 2: WASTE RECEPTION AND TRANSFER									
SO2:1	Interface with the waste collection services	0	0	0		0	0	0	
SO2:2	Turnaround times	5	1	5	£30	24	44	220	£1,320
SO2:3	Transport routes	0	1	5		0	1	5	
SO2:4	Transport of waste	0	0	0	0	0	0	0	0
SO2:5	Waste Movement Plan	0	0	0		0	0	0	
SO2:6	Recyclate quality check	0	0	0		0	0	0	
SO2:7	Corporate livery	0	0	0		0	0	0	
SO2:8	Weighbridge ticket		0	0	0		0	0	0
SO2:9	Notice of weighbridge being unavailable		0	0			0	0	
Total SO 2		5	2	10	£30	24	45	225	£1,320

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SECTION 4: Civic Amenity and Bring Bank Sites

Performance in Month

There was 1 closure of the Longshot Lane CA site on 22nd April. This was due to a small fire that was quickly brought under control. The Council was notified in accordance with appendix 2 of schedule 25. This closure was rectified within the designated period.

With April being the first full month during which the new schedule was implemented; some service issues have arisen. Although the number of overflow complaints has dropped substantially, the subcontractors have incurred problems conforming to the new schedule. There were 147 missed collections during April, representing a deduction of 735 points. There were three occasions when bring banks needed to be repaired or replaced, all of which were completed by the end of the next working day.

Table D1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 3: CIVIC AMENITY AND BRING BANK SITES			
SO3:1	Availability of HWRC Sites to the public	1	1
SO3:2	Provision of Bring Bank Sites	0	0
SO3:3	Provision of Bring Banks	0	0
SO3:4	Operation of bring bank sites	41	47
SO3:5	Servicing of bring bank sites		
SO3:6	Bring Bank Site appearance		
SO3:7	Monitoring Bring Bank Sites		
SO3:8	Operation of CA sites/HWRC sites	0	0
SO3:9	User satisfaction with CA sites/HWRC sites		
SO3:10	User satisfaction with CA sites/HWRC sites (site improvement programme)	0	0
SO3:11	Non-Contract Waste	0	0
SO3:12	Appearance of HWRC sites	0	0
SO3:13	Escape of waste from CA sites/HWRC sites	0	0
SO3:14	Retail of wholesale trading	0	0

Total SO 3	42	48
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Table D2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 3: CIVIC AMENITY AND BRING BANK SITES									
SO3:1	Availability of HWRC Sites to the public		0	0	0		0	0	0
SO3:2	Provision of Bring Bank Sites	0	0	0		0	0	0	
SO3:3	Provision of Bring Banks		0	0	0		0	0	0
SO3:4	Operation of bring bank sites	0	147	735	£7,350	1	200	1000	£10,000
SO3:5	Servicing of bring bank sites	0	0	0	0	0	0	0	0
SO3:6	Bring Bank Site appearance	0	0	0	0	0	0	0	0
SO3:7	Monitoring Bring Bank Sites	0	0	0		15	258	273	
SO3:8	Operation of CA sites/HWRC sites	0	0	0		0	0	0	
SO3:9	User satisfaction with CA sites/HWRC sites	0	0	0		0	0	0	
SO3:10	User satisfaction with CA sites/HWRC sites (site improvement programme)	0	0	0		0	0	0	
SO3:11	Non-Contract Waste	0	0	0	0	0	0	0	0
SO3:12	Appearance of HWRC sites	0	0	0		0	0	0	
SO3:13	Escape of waste from CA sites/HWRC sites	0	0	0		0	0	0	
SO3:14	Retail of wholesale trading	0	0	0		0	0	0	
Total SO 3		0	147	735	£7,350	16	458	1273	£10,000

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SECTION 5: Markets for Recovered Products

Performance in Month

There were no performance issues relating to markets for recovered products to report in the month.

Table E1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 4: MARKETS FOR RECOVERED PRODUCTS			
SO4:1	Details of product markets	0	0
SO4:2	Changes to product market	0	0
Total SO 4		0	0

Table E2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 4: MARKETS FOR RECOVERED PRODUCTS									
SO4:1	Details of product markets	0	0	0	0	0	0	0	0
SO4:2	Changes to product market	0	0	0	0	0	0	0	0
Total SO 4		0	0	0	0	0	0	0	0

SECTION 6: Interface with the Public

Performance in Month

There were no instances of full or initial responses, to public correspondence, being issued outside the agreed timescale. This shows a good improvement on the March figures.

Table F1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 5: INTERFACE WITH THE PUBLIC			
SO5:1	Stakeholder Liaison Committee	0	0
SO5:2	Availability of publications	0	0
SO5:3	Staff Code of Conduct		
SO5:4	Correspondence procedure		
SO5:5	Correspondence monitoring		
SO5:6	Stakeholder Plan - update	0	0
SO5:7	Community access	0	0
SO5:8	Visitor centre operation		
SO5:9	Public correspondence records		
SO5:10	Public dispute notification		
Total SO 5		0	0

Table F2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 5: INTERFACE WITH THE PUBLIC									
SO5:1	Stakeholder Liaison Committee	0	0	0		0	0	0	
SO5:2	Availability of publications	0	0	0	0	0	0	0	0
SO5:3	Staff Code of Conduct	0	0	0		0	0	0	
SO5:4	Correspondence procedure	0	0	0	0	0	1	5	£40
SO5:5	Correspondence monitoring	0	0	0	0	0	0	0	0
SO5:6	Stakeholder Plan – update	0	0	0		0	0	0	
SO5:7	Community access	0	0	0		0	0	0	
SO5:8	Visitor centre operation	0	0	0		0	0	0	
SO5:9	Public correspondence records	0	0	0	0	0	0	0	0
SO5:10	Public dispute notification	0	0	0	0	0	0	0	0
Total SO 5		0	0	0	0	0	1	5	£40

SECTION 7: Contingency Plans

Performance in Month

The Longshot Lane CA site was closed on the 22nd April on health and safety grounds due to a small but contained fire on site. The Councils were informed of this closure in accordance with Appendix 2 of Schedule 25.

Table G1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 6: CONTINGENCY PLANS			
SO6:1	Contingency arrangements	0	0
SO6:2	Notice of Unavailability		
Total SO 6		0	0

Table G2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 6: CONTINGENCY PLANS									
SO6:1	Contingency arrangements	0	0	0		0	0	0	
SO6:2	Notice of Unavailability	0	0	0	0	0	0	0	0
Total SO 6		0	0	0	0	0	0	0	0

SECTION 8: Contract Commencement and Expiry Plans

Performance in Month

There were no performance issues to report in the month in respect of contract commencement or expiry plans.

Table H1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 7: CONTRACT COMMENCEMENT AND EXPIRY PLANS			
SO7:1	Contract Expiry Plan.	0	0
SO7:3	Expiry Plan compliance	0	0
Total SO 7		0	0

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Table H2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 7: CONTRACT COMMENCEMENT AND EXPIRY PLANS									
SO7:1	Contract Expiry Plan.		0	0		0	0		
SO7:3	Expiry Plan compliance		0	0		0	0		
Total SO 7			0	0		0	0		

SECTION 9: Service Management

Performance in Month

There were no changes to staffing levels during the month.

Adequate site signs informing the public of restricted pedestrian access to the site were not in place during the month and 21 penalty points have been recorded in respect of this default. Improved signs are currently on order.

Table I1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 8: SERVICE MANAGEMENT			
SO8:1	Management arrangements		
SO8:2	Management arrangements (Update SDP)		
SO8:3	Staffing of facilities	0	0
SO8:4	Attendance at meetings	0	0
SO8:5	Service Improvement Plan	0	0
SO8:6	Service Delivery Plan	0	0
SO8:7	Monitoring - Sites	0	0
SO8:8	Performance Standard Monitoring	0	0
SO8:9	Reporting - Provision	0	0
SO8:10	Reporting - Correction	0	0
SO8:11	Access to facilities	0	0
SO8:12	Access to records	0	0
SO8:13	Site Diary	0	0
SO8:14	Signage	0	0
SO8:15	Annual Service Report	0	0
SO8:16	EM Accreditation – Existing Facilities	0	0
SO8:17	Maintenance of EM	0	0
SO8:18	Withdrawal of EM	0	0
SO8:19	Inspection of EM Certificates		
Total SO 8		0	0

Table I2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 8: SERVICE MANAGEMENT									
SO8:1	Management arrangements	0	0	0		0	0	0	
SO8:2	Management arrangements (Update SDP)	0	0	0		0	0	0	
SO8:3	Staffing of facilities		0	0			11	110	
SO8:4	Attendance at meetings	0	0	0	0	0	0	0	0
SO8:5	Service Improvement Plan		0	0			0	0	
SO8:6	Service Delivery Plan	0	0	0		0	0	0	
SO8:7	Monitoring - Sites	0	0	0	0	0	0	0	0
SO8:8	Performance Standard Monitoring	0	0	0		0	0	0	
SO8:9	Reporting - Provision	0	0	0		0	0	0	
SO8:10	Reporting - Correction	0	0	0	0	0	0	0	0
SO8:11	Access to facilities		0	0	0		0	0	0
SO8:12	Access to records		0	0			0	0	
SO8:13	Site Diary	0	0	0		0	0	0	
SO8:14	Signage	15	4	4		30	30	30	
SO8:15	Annual Service Report	0	0	0		0	0	0	
SO8:16	EM Accreditation – Existing Facilities	0	0	0		0	0	0	
SO8:17	Maintenance of EM	0	0	0		0	0	0	
SO8:18	Withdrawal of EM	0	0	0		0	0	0	
SO8:19	Inspection of EM Certificates	0	0	0		0	0	0	
Total SO 8		15	4	4	0	30	41	140	0

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SECTION 10: Health and Safety

Performance in Month

The Contractor maintains records and best practice in accordance with the Group's Health and Safety policy. This is in addition to the requirements of SO 9.

During April there were no occurrences of any reportable Health and Safety or RIDDOR incidents at any of the facilities.

Table J1

Ref	Performance Topic	No. of Qualifying Events rectified within Rectification Period	
		Current Month	Cumulative Year to Date
SO 9: HEALTH & SAFETY			
SO9:1	Health and Safety systems	0	0
SO9:2	Health & Safety Notification - RIDDOR	0	0
SO9:3	Health & Safety reporting -RIDDOR	0	0
SO9:4	Health & Safety reporting - Public	0	0
SO9:5	RIDDOR compliance	0	0
SO9:6	Site welfare facilities	0	0
SO9:7	Site rules	0	0
Total SO 9		0	0

25

Table J2

Ref.	Performance Topic	Current Month				Cumulative Year to Date			
		Number of Defaults		Default Points	Performance Deductions	Number of Defaults		Default Points	Performance Deductions
		Within tolerance	Outside tolerance			Within tolerance	Outside tolerance		
SO 9: HEALTH & SAFETY									
SO9:1	Health and Safety systems		0	0			0	0	
SO9:2	Health & Safety Notification - RIDDOR		0	0			0	0	
SO9:3	Health & Safety reporting -RIDDOR	0	0	0		0	0	0	
SO9:4	Health & Safety reporting - Public	0	0	0		0	0	0	
SO9:5	RIDDOR compliance	0	0	0		0	0	0	
SO9:6	Site welfare facilities	0	0	0		0	0	0	
SO9:7	Site rules	0	0	0		0	0	0	
Total SO 9		0	0	0	0	0	0	0	0

SECTION 11: Details of Performance Failures

SO2:2 - Turnaround Times - Daily						
When incident occurred			Location	Vehicle Registration	Relevant Council	Reason for exclusion
Date	Time in	Duration				
01.04.07						
02.04.07						
03.04.07	12:50:00	00:25:36	Longshot	WX56 VBG	Bracknell	
04.04.07						
05.04.07						
06.04.07						
07.04.07						
08.04.07						
09.04.07						
10.04.07						
11.04.07						
12.04.07						
13.04.07						
14.04.07						
15.04.07						
16.04.07	13:15:00	00:26:30	Longshot	YJ53 UEC	Wokingham	
16.04.07	13:20:00	00:23:19	Longshot	YJ53 UEF	Wokingham	
17.04.07						
18.04.07						
19.04.07						
20.04.07						
21.04.07						
22.04.07						
23.04.07						
24.04.07						
25.04.07						
26.04.07						
27.04.07						
28.04.07						
29.04.07						
30.04.07	11:19:00	00:22:17	Longshot	YJ05 TCU	Bracknell	
30.04.07	11:55:00	00:28:08	Longshot	YJ53 UFA	Wokingham	
30.04.07	12:34:00	00:23:37	Longshot	YJ53 UEC	Wokingham	

SO2:3 - Transport Routes - Monthly			
Date of incident	Date of notification	Vehicle Reg	Location
23.04.07	23.04.07	N/A	John Nike Way

SO3:1 - Availability of HWRC Sites - Hourly					
Site	Date	Time	Date and Time it became available	Relief Event/ Excusing Cause	Justification
Longshot Lane	22.04.07	17:45hrs	07:30hrs, 23.04.07	Fire	Health & safety grounds

S03:4 Bring Bank Service Failures							
Site	Bank Type	Scheduled Collection	Actual Collection	Failure	Points	£Performance Deduction	
Cockpit Path Car Park	Pams	20th April	25th April	1	5	50	
Dinton Pastures	Pams	13th April	20th April	3	15	150	
Focus, Do-it-all	Pams	31st March	6th April	3	15	150	
		13th April	20th April	3	15	150	
Morrisons Woosehill	Pams	31st March	4th April	1	5	50	
		13th April	18th April	1	5	50	
Polehampton Car Park	Pams	20th April	25th April	1	5	50	
Sainsburys	Pams	6th April	18th April	4	20	200	
		19th April	N/A	6	30	300	
Swallowfield village hall	Pams	6th April	13th April	1	5	50	
Tesco, Wokingham	Pams	31st March	4th April	1	5	50	
		12th April	18th April	2	10	100	
		19th April	25th April	2	10	100	
		26th April	N/A	1	5	50	
Co-op Recreation Road	Pams	31st March	10th April	3	15	150	
Tesco Kings Meadow	Pams	9th April	13th April	1	5	50	
		16th April	20th April	2	10	100	
		23rd April	27th April	2	10	100	
Academy Sport leisure centre	Glass	13th April	24th April	5	25	250	
Milestone Centre	Glass	13th April	24th April	5	25	250	
Bull at barkham	Glass	13th April	20th April	3	15	150	
Council Offices, Wokingham	Glass	6th April	N/A	13	65	650	
Denmark Street	Glass	6th April	16th April	4	20	200	
Easthampstead Rd Car Park	Glass	6th April	18th April	4	20	200	
Gorse Ride Community Centre	Glass	13th April	20th April	3	15	150	
Pinewood Leisure Centre	Glass	6th April	13th April	1	5	50	
Reading Rugby Club	Glass	13th April	N/A	10	50	500	
The Greyhound Car Park	Glass	13th April	27th April	8	40	400	
Wyevale Garden Centre	Glass	20th April	25th April	1	5	50	
Harmanswater shops	Card	6th April	11th April	1	5	50	
Larges Lane F.C	Card	6th April	27th April	11	55	550	
Lily Hill Rd Rugby Club	Card	31st March	30th April	17	85	850	
Crown Row Shops	C&P	13th April	19th April	2	10	100	
Forest Park	C&P	13th April	19th April	2	10	100	
Great Hollands Sq Shops	C&P	31st March	6th April	3	15	150	
Larges Lane F.C	C&P	6th April	26th April	10	50	500	
Quelm Park, Larks Hill	C&P	31st March	5th April	2	10	100	
The Look Out	C&P	13th April	19th April	2	10	100	
Wildridings Shops	C&P	13th April	19th April	2	10	100	
						TOTAL	£7350

SO8:14 - Signage

Site signage in respect of pedestrian access to the Longshot Lane CA site was assessed to be required at 31 January 2007. New signs should have been installed by Monday 5 February in accordance with the 3 working day rectification period but were still on order at the end of April. Default points have been calculated and applied as follows:

Number of working days in April	19
Less: Rectification period	-
Number of working days for default	<u>19</u>

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**TO: JOINT WASTE DISPOSAL BOARD
20 JUNE 2007**

WORKS DELIVERY PROGRESS REPORT (Report by the Project Director)

1. INTRODUCTION

- 1.1 The purpose of this report is to inform the Joint Waste Disposal Board of progress since the last meeting of the Board on 28 March 2007.

2. RECOMMENDATIONS

- 2.1 **That the Board note progress made in the areas of the EPC Contract and Planning since the last meeting on 28 March 2007.**

3. SUPPORTING INFORMATION

Background

- 3.1 The Joint Waste PFI Contract was signed with WRG on 31 October 2006. After a short mobilisation period, the service commenced on 4 December 2006, when WRG took on the management of the two Key Project Facilities in Bracknell and Reading and the Bring Banks within each of the three councils.
- 3.2 The Monthly EPC Progress Reports for April and May are appended to this report for information.

EPC and Planning

EPC

- 3.3 The EPC Contract, for the design and construction of the Key Project Facilities, is being undertaken via a joint venture (JV) between Earthtech and Clugston.
- 3.4 Since the last Board meeting, the JV have continued to make significant progress in the construction of the Smallmead Facility in Reading. Most of the concrete work up to gridline 16 (the extent of Phase 1 of the Construction) is now complete and structural steelwork is beginning to be erected.
- 3.5 The following subcontractors have been appointed to work on the Smallmead development in areas where their total work will exceed £250,000:

Bulk Earthworks: Killoughery
Pre-cast Concrete Piling: Stent
Structural Steel: SCWS
Civil Concrete Works: Brentco Ltd
Cladding: Weatherwise

- 3.6 In each case the JV have carried out a process of checking a number of subcontractors and then sought the approval of the Client to appoint.

- 3.7 The Civil concrete works were due to be undertaken by a company called Scanmoor. Unfortunately they went into administration. Normally that would have caused severe disruption to the construction programme but in this instance delays were avoided due to the prompt action of the Project Manager from Clugston - our construction contractors.
- 3.8 As a result of this, and the progress made elsewhere, the construction is currently 5 weeks ahead of the contract schedule.

Planning

- 3.9 A revised Planning Application for the redevelopment of Longshot Lane was submitted to Bracknell Forest Borough Council 28th March.
- 3.10 Following further discussions between WRG and BFBC Planning and Highways staff, some clarifying changes were made on May 14th. These related to principally to access issues.
- 3.11 The application is satisfactory and subject to finalising appropriate conditions is close to being granted.
- 3.12 At Smallmead in Reading, the approval of the Flood Risk Assessment from the EA has been achieved.

BACKGROUND PAPERS

EPC Progress Reports (appended)

CONTACTS FOR FURTHER INFORMATION

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Central Berkshire Waste PFI Project EPC Contract



MONTHLY PROGRESS REPORT

Report No. 4 – Progress to 30 April 2007

Client:



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	SUMMARY	3
1	HEALTH SAFETY AND ENVIRONMENTAL	3
2	DESIGN	3
	2.1 <i>Smallmead</i>	
	2.2 <i>Longshot</i>	
3	CONSTRUCTION, PROCUREMENT - COMMISSIONING AND OPERATION	4
	3.1 <i>Construction</i>	
	3.2 <i>Matters Materially Affecting the Works</i>	
	3.2 <i>Procurement</i>	
	3.4 <i>Commissioning and Operation</i>	
4	COMMERCIAL	6
5	QUALITY ASSURANCE	6
6	OUTSTANDING ISSUES/ACTIONS	6
7	KEY ACTIVITIES IN FORTHCOMING PERIOD	6
8	THIRD PARTY / PUBLIC INTERFACES / COMMUNITY LIAISON	7

Attachments

- Milestone application forecast

- Project programme

SUMMARY

Overall progress has been maintained and the piling works for Phase one are now complete.

Civil works to the building envelope is currently on programme and due to be complete up to Grid line 8, to enable Structural Steel to proceed, in early June as the target programme.

Floor slab works are to proceed in May in the area of grid lines 4- 8

Access has been agreed and area taken on site to grid line 16 to which piling is complete to.

1 HEALTH SAFETY & ENVIRONMENTAL

There have been no reportable accidents in the period.

ACCIDENT and INCIDENT RECORD	In Period	To date
Reportable	0	0
Non reportable	0	0
Near Misses	5	28

Total Site Man Hours to date without a Lost Time Accident (LTA) = **18963**

Testing of the discharge point and upstream/down stream testing has been implemented by the JV and it being carried out by German Consulting, all test results are positive as anticipated to date.

1 DESIGN

2.1 Smallmead

This period has seen the continued development of the site drainage works, methane protection system, reinforced concrete works and structural steelwork design. Electrical and Mechanical works have also continued.

Overall progress is summarised below:

- Design of the site access works and entrance continue to be developed. Details will be submitted to the planning authority once complete.
- Design of the reinforced concrete works has continued with detailing of the HWRC floor slab, bulking bays and wall to gridline 13 complete. Detailing of the transfer station walls and slab nearing completion.
- An application for the proposed potable water connection has been submitted to Thames water.
- Detail design of the main structural steelwork has continued and is now largely complete. Fabrication drawings are nearing completion and will be issued to RE3 for approval early May 2007.

- Building elevations have now been updated to show louvre and fan positions and will be issued shortly to RE3 for approval.
- Enquiries have been submitted to suppliers for the fire protection system and with a view to obtaining RE3 approval for chosen supplier by the end of May 2007.
- A composite services drawing has been prepared showing the provisional layout of services required on site.

MRF – Preliminary design

Following the initial review meeting held on site with RE3, a formal review of the basic design information submitted by OKLM has been carried out. Further development is now taking place to incorporate comments raised, prior to commencement of the detailed design and re-issue of updated drawings. A site visit to OKLM plants in Germany has been arranged for 2-4 May 2007.

2.2 Longshot

Revised planning drawings have been prepared and submitted. Further design work is on hold until planning permission has been granted.

3 CONSTRUCTION, PROCUREMENT - COMMISSIONING AND OPERATION

3.1 Construction

Phase 1 – Main Site

Access has been agreed and provisions in place for the Existing CA to relocate bins to new areas provided by the JV to allow piling to progress to grid line 16.

Piling mat has been completed to grid line 16 and safety bund placed to segregate the existing CA from the main site.

Precast driven concrete piles have been completed for the 1st Phase of the works up to and including Grid line 16 on the 4/5/07

The pile cutting is complete with exception to the road area within the external bulking bays up to grid line 8. Cutting is to continue up to grid line 13/16 from Monday 14th.

Thickener bases and walls will be complete on grid line 14 by Wednesday 9th May, Grid line 8 thickener bases have commenced and walls are due to commence early next week.

Reinforcement has commenced along grid line A to the thickener bases/floor slab between grid line 4- 8.

Membrane works are being progressed in sequence with Structural works on programme.

The programme summary for the site element of the works is as follows:

	Percent complete	Days remaining
Site Clearance/ Vegetation Strip	100%	0
Drain pond	100 %	0
Remove pond silt/Compact fill	100 %	0
Bulk Earthworks	100 %	0
Form Piling Carpet	100%	0
Sheet Piling Works	100%	0
Attenuation Drainage Pipes	32%	40
Pre-cast Driven Piles	100 %	0
Pile cutting	39%	21(ph 1)
Methane Venting Protection	40%	20(ph 1)
GL 4 Insitu Concrete Works	69.26%	13
GL 8 Insitu Concrete works	36.36%	16

The re-sequencing of activities following piling has been carried out and relieved elements on the theory of constraints programme activities can be sequenced with more practicable time lags.

3.2 Matters materially affecting the Works

Nothing to report in the period

3.3 Procurement

The following subcontractors have been appointed (works value below £250,000)

Sheet Piling - Stent
Fencing works- Bentley Fencing
Gas Membrane Works – Prestige Air
Pile Cropping Works - Conder Projects
Lightning Protection – Protectis
Mega doors – Crawford doors

The following subcontractors have been appointed and approved (works value over £250,000)

Bulk Earthworks - Killoughery
Pre- cast Concrete Piling – Stent
Structural Steel – SCWS
Civil Concrete works- Scanmoor construction

The following enquiries have been sent out and in the process of being finalised:

Cladding Package – Weatherwise have been selected as the potential subcontractor and account details have been sent forward to RE3 for approval

Final proposals have been obtained from the REC supplier (Scottish and Southern) and an order for the works power supply (a provisional sum in the EPC Contract) raised so that the power supply can be made available by July 2007.

Scanmoors subcontract for the civils works has been terminated and Brenco Construction have now been appointed in their place to continue the civil element of the works, details of accounts and profile are to be submitted to RE3 as soon as possible.

3.4 **Commissioning and Operation**

Nothing to report in the period

4 **COMMERCIAL**

All interim payments received.

5 **QUALITY ASSURANCE**

The Quality project plan is now fully operational and quality files have been generated for the Sheet piling/Pre- cast piling, Drainage, Concrete insitu works and Structural Steel.

These are working documents and will be updated in line with progress and are available in the site office for inspection by all parties.

On completion of the Cladding appointment and the issue of Structural Steel drawings for approval from SCWS, an internal workshop with all relevant parties including the door supplier will be carried out to review the design and build ability prior to submission to the Client for approval.

OUTSTANDING ISSUES AND ACTIONS

Nothing to report

6 **KEY ACTIVITIES IN FORTHCOMING PERIOD**

Pile cropping and stone preparation to externals and bulking bays progressing into the area of grid lines 9 – 16.

Gas membrane protection works between the areas of grid lines 4-8 and continuing with works in externals and bulking bays, also replacement of cap in line with agreed method between the JV and CEMEX

Civil concrete works up the grid line 8 from grid line 2 including commencement of the concrete floor slab, this is also inclusive of grid lines A & L pushwalls and pilasters to take structural frame.

7 THIRD PARTY / PUBLIC INTERFACES / COMMUNITY LIAISON

Details of the final electricity power supply arrangements have been progressed with Scottish and Southern, and an order for the works permanent power supply has been placed in the period.

Consultation with Thames Water has commenced with regards to the connection of the foul pumping main from the works (phase 2).

Cemex have visited site to review the piling progress and the JV's gas protections system to which their acceptance has been obtained.

Forecast Milestone Application dates

Smallmead

Nr	Milestone	Date
6	Piling Completion of Piling up to GL 16 (excluding Pile caps)	May 07
7	HWRC – GL8 Lower Slab Completion of toe and wall slab to grid line 8	June 07
8	Bulking Bays precast dividing wall Installation of precast units to bulking bays	July 07
9	HWRC Perimeter Wall Completion of concrete pushwall	Aug 07

Key Milestones

Longshot

Nr	Milestone	Date
3	Site Establishment	Apr 08

Summary Programme – as attached

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Central Berkshire Waste PFI Project EPC Contract



MONTHLY PROGRESS REPORT

Report No. 6 – Progress to 31 May 2007

Client:



C O N T E N T S

	SUMMARY	3
1	HEALTH SAFETY AND ENVIRONMENTAL	3
2	DESIGN	3
	2.1 <i>Smallmead</i>	
	2.2 <i>Longshot</i>	
3	CONSTRUCTION, PROCUREMENT - COMMISSIONING AND OPERATION	4
	3.1 <i>Construction</i>	
	3.2 <i>Matters Materially Affecting the Works</i>	
	3.2 <i>Procurement</i>	
	3.4 <i>Commissioning and Operation</i>	
4	COMMERCIAL	6
5	QUALITY ASSURANCE	6
6	OUTSTANDING ISSUES/ACTIONS	6
7	KEY ACTIVITIES IN FORTHCOMING PERIOD	6
8	THIRD PARTY / PUBLIC INTERFACES / COMMUNITY LIAISON	7

Attachments

- Milestone application forecast

- Project programme

SUMMARY

Overall progress has been maintained and concreting works to the building envelope is currently on programme and substantially complete up to Grid line 8, to enable Structural Steel to proceed, in early June as the target programme.

Floor slab works are progressing in the area of grid lines 4- 8

1 HEALTH SAFETY & ENVIRONMENTAL

There have been no reportable accidents in the period.

ACCIDENT and INCIDENT RECORD	In Period	To date
Reportable	0	0
Non reportable	0	0
Near Misses	15	43

Total Site Man Hours to date without a Lost Time Accident (LTA) = **28295**

Testing of the discharge point (upstream/downstream) has been implemented by the JV. All test results are positive as anticipated to date.

1 DESIGN

2.1 Smallmead

This period has seen the continued development of the reinforced concrete works and structural steelwork design. Electrical and Mechanical works have also continued.

Overall progress is summarised below:

- Design of the site access works and entrance has been developed and is currently being reviewed prior to issue. Details will be submitted to the planning authority once complete.
- Design of the reinforced concrete works has continued with detailing of the transfer station floor slab complete. Detailing of the pushwalls to gridlines A & L has also now been completed through to gridline 13.
- Detailing of the reinforced concrete MRF pushwalls and floor slab between gridlines 13 and 16 is currently in progress.
- General arrangement drawings have now been produced showing the pit and pushwalls between gridlines 16-19. These are currently being reviewed and will be issued for information shortly.
- The application for the proposed potable water connection is currently being progressed with Thames water.
- Detail design of the main structural steelwork has continued and is now largely complete. A full set of outline drawings have been submitted to RE3 with detailed fabrication drawings being issued as they become available.

- Building elevations have now been updated to show louvre and fan positions and have been issued to RE3 for approval.
- A composite services drawing has been issued for approval and is currently being updated prior to being issued for construction.
- Details of the external doors have been confirmed and agreed with RE3.
- Detailed of the proposed gully waste area have been submitted to RE3 for approval.

MRF – Preliminary design

Following the site visit to Germany, an electrical meeting was held of site to discuss to outline proposals for the SCADA operating system. Detailed design of the plant has continued with a date now agreed for delivery of the Trommel to site by 27 July 2007.

2.2 Longshot

Revised planning drawings have been prepared and submitted. Further design work is on hold until planning permission has been granted.

3 CONSTRUCTION, PROCUREMENT - COMMISSIONING AND OPERATION

3.1 Construction

Phase 1 – Main Site

The existing CA is in the process of clearing their site to allow the JV to gain access up to grid line 19. It is anticipated that the site boundary fence can be moved from w/c 11th June 07.

The pile cutting is complete for the 1st Phase up to grid line 16.

All concrete thickeners, walls and pilasters complete with cast in bolt inserts will be fully complete by Wednesday 6th June 07.

SCWS are to commence with erection of the structural steel frame between grid lines 2 – 8 on 5th June 07.

Reinforcement has commenced along grid line A to the thickener bases/floor slab between grid line 8 – 13.

Membrane works are being progressed in sequence with Structural works on programme.

Surface water drainage has commenced to the perimeter of the building in phase 1.

The programme summary for the site element of the works is as follows:

	Percent complete	Days remaining
Site Clearance/ Vegetation Strip	100%	0
Drain pond	100 %	0
Remove pond silt/Compact fill	100 %	0
Bulk Earthworks	100 %	0
Form Piling Carpet	100%	0
Sheet Piling Works	100%	0
Attenuation Drainage Pipes	32%	40
Pre-cast Driven Piles	100 %	0
Pile cutting	100%	21(ph 1)
Methane Venting Protection	55%	18(ph 1)
GL 4 Insitu Concrete Works	95%	3
GL 8 Insitu Concrete works	92%	4

The penetration into the project Phase 1 buffer currently stands at 16 days.

3.2 Matters materially affecting the Works

Nothing to report in the period

3.3 Procurement

The following subcontractors have been appointed (works value below £250,000)

Sheet Piling - Stent
Fencing works- Bentley Fencing
Gas Membrane Works – Prestige Air
Pile Cropping Works - Conder Projects
Lightning Protection – Protectis
Mega doors – Crawford doors
Ventilation Roof Fans – Beatsons
Weighbridges – Central weighing

We are currently in the process of finalising the brickwork package which is on a labour and provisions basis and will be under the order value of 250K. Proposals for the MCC package (Phase 1) are also under review.

The following subcontractors have been appointed and approved (works value over £250,000)

Bulk Earthworks - Killoughery
Pre- cast Concrete Piling – Stent
Structural Steel – SCWS
Civil Concrete works- Brenco Ltd
Cladding – Weatherwise

The following enquiries have been sent out and in the process of being finalised:

Proposals for the Fire detection system are being reviewed, with a view of making the selection of the proposed subcontractor by early July. The financial details of the proposed subcontractor are then to be submitted to Re3 for approval.

Final proposals have been obtained from the REC supplier (Scottish and Southern) and an order for the works power supply (a provisional sum in the EPC Contract) raised so that the power supply can be made available by July 2007.

3.4 **Commissioning and Operation**

Nothing to report in the period

4 **COMMERCIAL**

All interim payments received.

5 **QUALITY ASSURANCE**

The Quality project plan is now fully operational and quality files have been generated for the Sheet piling/Pre- cast piling, Drainage, Concrete insitu works and Structural Steel.

These are working documents and will be updated in line with progress and are available in the site office for inspection by all parties.

On completion of the Cladding appointment and the issue of Structural Steel drawings for approval from SCWS, an internal workshop with all relevant parties including the door supplier will be carried out to review the design and build ability prior to submission to the Client for approval.

EarthTech/Clugston have visited SCWS to review their premises and quality procedures and the painting process to the main spine girders, a report will be issued to Re3 in due course.

6 **OUTSTANDING ISSUES AND ACTIONS**

Nothing to report

7 **KEY ACTIVITIES IN FORTHCOMING PERIOD**

Gas membrane protection works between the areas of grid lines 4-8 and up to grid line 16 on thickeners, continuing with works in externals and bulking bays, also replacement of cap in line with agreed method between the JV and CEMEX

Civil concrete works up the grid line 13 from grid line 8 including the partition concrete wall on 13 and commencement of the concrete floor slab in areas 4-8.

Structural steel frame between grid lines 2-8 /A to L.

Drainage, foul and surface water and ducting to commence in the external envelope to phase 1.

8 THIRD PARTY / PUBLIC INTERFACES / COMMUNITY LIAISON

Details of the final electricity power supply arrangements are being progressed with Scottish and Southern.

Consultation with Thames Water has commenced with regards to the connection of the foul pumping main from the works (phase 2), and the potable water connection (phase 1).

Consultation with Reading council has commenced regarding the bridge crossing the Flood relief channel, to finalise details for service installation of potable water, foul rising main and power supplies.

Forecast Milestone Application dates

Smallmead

Nr	Milestone	Date
7	HWRC – GL8 Lower Slab Completion of toe and wall slab to grid line 8	June 07
8	Bulking Bays precast dividing wall Installation of precast units to bulking bays	July 07
9	HWRC Perimeter Wall Completion of concrete pushwall	Aug 07
10	WTS Grid Line 13 pushwall Completion of concrete pushwall	Sep 07

Key Milestones

Longshot

Nr	Milestone	Date
3	Site Establishment	Apr 08

Summary Programme – as attached

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TO: JOINT WASTE DISPOSAL BOARD
20 June 2007

JOINT WASTE DISPOSAL BOARD - INFORMATION REPORT **(Report by the Project Director)**

1. INTRODUCTION

- 1.1 The purpose of this report is to inform the Joint Waste Disposal Board of a joint authority project to produce a new Joint Municipal Waste Management Strategy (JMWMS).

2. RECOMMENDATIONS

- 2.1 **That the Board note the work on the new Joint Municipal Waste Management Strategy.**

3. SUPPORTING INFORMATION

Background

- 3.1 Section 44A of the Environmental Protection Act (1990) places a requirement on Local Authorities to produce a Waste Management Strategy.
- 3.2 During the Autumn of 2006, Janet Dowlman, Waste and Recycling Manager from Bracknell Forest Borough Council, was successful in bidding for some funding from DEFRA Waste Implementation Programme (WIP) to update the original JMWMS which the re3 councils published in 2002/03.
- 3.3 The funding was for £45K and required the councils to work with a DEFRA appointed consultancy in producing the new more detailed Strategy. In this case, DEFRA appointed Enviros as consultants working with waste managers from each of the re3 councils.

Joint Municipal Waste Management Strategy for re3

- 3.4 The intention at the outset of this project and the basis of the bid was that a new re3 JMWMS taking on board the new Waste Strategy for England would be published in September. To that end, a draft JMWMS will soon be issued for relevant Members at each of the re3 councils, and other stakeholders, for comment.

Waste Strategy for England 2007

- 3.4 The new re3 Strategy will aim to meet the requirements of the new Waste Strategy for England 2007, which was published on 24th May 2007. This new Strategy replaces the previous waste strategy for England (waste Strategy 2000).
- 3.5 Waste Strategy for England 2007 includes the following points:
- Targets of 40% recycling/composting by 2010 rising to 50% by 2020.
 - Incentives for individuals and businesses to recycle waste.

- Emphasis on waste prevention through activities such as home composting and better design of, and reductions in, packaging by businesses.
- Agreement between Government and the Direct Marketing Association to develop a service for people to opt out of unaddressed mail as well as addressed mail.
- Working with retailers to end free, single-use shopping bags, widening the use of re-usable bags and potential charging for bags.
- Drawing-up a voluntary code to increase the availability of recycling in areas like shopping malls, train stations and cinemas. The intention being to normalise recycling and increase the 'everyday' approach to it.
- Following further analysis and consultation, banning the landfilling of biodegradable and recyclable waste.
- Increasing the amount of energy produced from waste by a variety of energy from waste schemes.
- Exploring the use of data on home composting with regard to landfill diversion.
- Allowing the creation of joint waste authorities through the Local Government and Public Health Bill.
- By 2020, Government to reduce its waste arisings by 25%. Also to use it's procurement policies to stimulate the market for recycled products.

3.7 A copy of DEFRA's Executive Summary of the Waste Strategy for England 2007 is appended.

BACKGROUND PAPERS

Waste Strategy for England 2007 - Executive Summary

CONTACTS FOR FURTHER INFORMATION

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Waste Strategy for England 2007 Executive Summary



www.defra.gov.uk

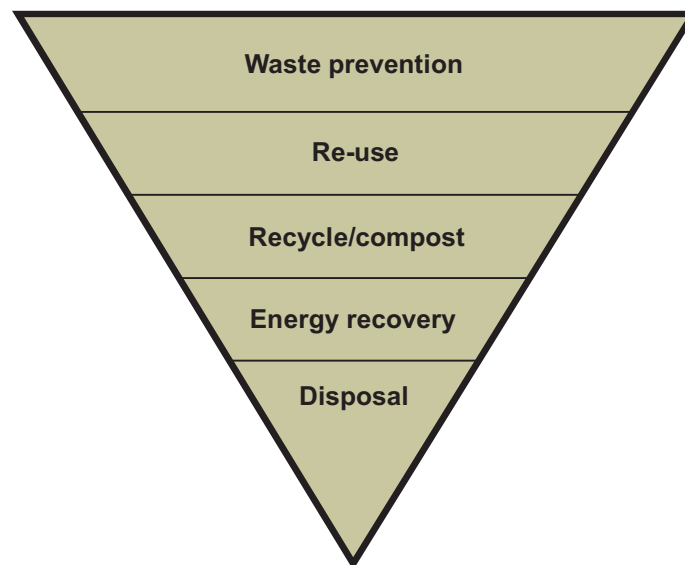
Aim

i. As a society, we are consuming natural resources at an unsustainable rate. If every country consumed natural resources at the rate the UK does, we would need three planets to live on. The most crucial threat is from dangerous climate change. Our goal is to make the transition towards what the WWF and BioRegional call 'One Planet Living'.

ii. Reducing waste is an important contributor to this goal. Each year, we generate about 100 million tonnes of waste from households, commerce and industry. Most of this ends up in landfill where the biodegradable part generates methane (a potent greenhouse gas) while valuable energy is used in extracting and processing new raw materials.

iii. Our aim must be to reduce waste by making products with fewer natural resources. We must break the link between economic growth and waste growth. Most products should be re-used or their materials recycled. Energy should be recovered from other wastes where possible. For a small amount of residual material, landfill will be necessary.

The waste hierarchy



iv. The dividends of applying the waste hierarchy will not just be environmental. We can save money by making products with fewer natural resources, and we can reduce the costs of waste treatment and disposal. Waste is a drag on the economy and business productivity. Improving the productivity with which we use natural resources can generate new opportunities and jobs.

Progress so far

v. Since the waste strategy in 2000, England has made significant progress. Recycling and composting of waste has nearly quadrupled since 1996-97, achieving 27% in 2005-06. The recycling of packaging waste has increased from 27% to 56% since 1998. Less waste is being landfilled, with a 9% fall between 2000-01 and 2004-05. Waste growth is also being reduced with municipal waste growing much less quickly than the economy at 0.5% per year.

vi. This progress has been driven by significant changes in policy. The landfill tax escalator and the introduction of the Landfill Allowance Trading Scheme (LATS) has created sharp incentives to divert waste from landfill. Additional funding for local authorities, including through the private finance initiative, has led to a major increase in kerbside recycling facilities and new waste treatment facilities. European directives are targeting sectors, including vehicles, electrical and electronic equipment and packaging. New delivery arrangements have helped to drive the strategy, including the Waste Implementation Programme (WIP), the Waste and Resources Action Programme (WRAP) and the Business Resource Efficiency and Waste (BREW) programme.

Vision – producer and consumer responsibility

vii. Despite major progress since 2000, England's performance on waste still lags behind many European countries. All parts of society will have to share responsibility:

- **producers** will have to make products using more recycled materials and less newly extracted raw materials. They will have to design products that are less wasteful and take responsibility for the environmental impact of their products throughout their life;
- **retailers** will have to reduce packaging, source and market products that are less wasteful, and help their consumers to be less wasteful;
- **consumers** – both business and individual households – will have the opportunity to reduce their own waste, purchase products and services that generate less waste and reduce environmental impacts, and separate their waste for recycling;
- **local authorities** will have to commission or provide convenient recycling services for their residents and commercial customers and advice and information on how to reduce waste. They will also have to work with their communities to plan and invest in new collection and reprocessing facilities; and
- **the waste management industry** will have to invest in facilities to recycle and recover waste, and provide convenient waste services to their customers to recycle and recover their waste.

Strategy

viii. The role of central government is to enable each part of society to take responsibility, and show leadership through reducing its own waste. This new strategy builds on Waste Strategy 2000 (WS2000) and the progress since then but aims for greater ambition by addressing the key challenges for the future through additional steps.

Objectives and targets

ix. The Government's key objectives are to:

- decouple waste growth (in all sectors) from economic growth and put more emphasis on waste **prevention and re-use**;
- meet and exceed the **Landfill Directive diversion targets** for biodegradable municipal waste in 2010, 2013 and 2020;
- increase diversion from landfill of **non-municipal waste** and secure better integration of treatment for municipal and non-municipal waste;
- secure the **investment in infrastructure** needed to divert waste from landfill and for the management of hazardous waste; and
- get the most environmental benefit from that investment, through increased **recycling of resources and recovery of energy** from residual waste using a mix of technologies.

x. The overall impact of this strategy is expected to be an annual net reduction in global greenhouse gas emissions from waste management of at least **9.3 million tonnes of carbon dioxide equivalent per year compared to 2006 (equivalent to annual use of around 3 million cars)**. The additional greenhouse gas emissions reductions result from an increase in diversion of waste from landfill of around 25 million tonnes of waste per annum. These benefits will be further boosted by significant extra greenhouse gas benefits from the waste prevention measures in the strategy.

xi. A greater focus on waste prevention will be recognised through **a new target to reduce the amount of household waste not re-used, recycled or composted** from over 22.2 million tonnes in 2000 by **29% to 15.8 million tonnes in 2010 with an aspiration to reduce it to 12.2 million tonnes in 2020 – a reduction of 45%**. This is equivalent to a fall of 50% per person (from 450 kg per person in 2000 to 225 kg in 2020).

xii. Higher national targets than in 2000 have been set for:

- **recycling and composting of household waste** – at least 40% by 2010, 45% by 2015 and 50% by 2020; and
- **recovery of municipal waste** – 53% by 2010, 67% by 2015 and 75% by 2020.

xiii. Because **lower levels of waste growth** are expected than when the consultation document was published, meeting these targets implies lower levels of residual waste than were previously assumed. The Government will review the targets for 2015 and 2020 in the light of progress to 2010 and future forecasts, to see if they can be even more ambitious.

xiv. The Government will shortly be setting a new national target for the reduction of commercial and industrial waste going to landfill. On the basis of the policies set out in *Waste Strategy for England 2007*, levels of **commercial and industrial waste landfilled are expected to fall by 20% by 2010 compared to 2004**. The Government is considering, in conjunction with the construction industry, a target to halve the amount of **construction, demolition and excavation** wastes going to landfill by 2012 as a result of waste reduction, re-use and recycling.

Key proposals for action

xv. The main elements of the new strategy are to:

- incentivise efforts to reduce, re-use, recycle waste and recover energy from waste;
- reform regulation to drive the reduction of waste and diversion from landfill while reducing costs to compliant businesses and the regulator;
- target action on materials, products and sectors with the greatest scope for improving environmental and economic outcomes;
- stimulate investment in collection, recycling and recovery infrastructure, and markets for recovered materials that will maximise the value of materials and energy recovered; and
- improve national, regional and local governance, with a clearer performance and institutional framework to deliver better coordinated action and services on the ground.

Incentives

xvi. The aim is to create incentives that reflect the waste hierarchy and create opportunities for the reduction, re-use, and recycling of waste, and recovery of energy from waste. The Government is therefore:

- increasing the **landfill tax escalator** so that the standard rate of tax will increase by £8 per year from 2008 until at least 2010/2011 to give greater financial incentives to businesses to reduce, re-use and recycle waste (from £24 now to £48 in 2010);
- consulting on removing the ban on local authorities introducing **household financial incentives for waste reduction and recycling**, through early legislative change. **Local government** would be free to introduce schemes where householders who recycle their waste receive payments funded by householders who do not recycle. All schemes would have to be revenue neutral. Schemes would not result in any overall increase in costs. The behaviour change created by the schemes would reduce the amount of waste to be disposed of, generating cost savings. Removing the ban would bring England in line with most other European countries and could reduce the amount of annual residual waste landfilled by up to 15% – equivalent to 1.5 million tonnes or 130kg per household; and
- introducing **enhanced capital allowances** for investment involving the use of secondary recovered fuel (SRF) for combined heat and power facilities.



Compost from kitchen and garden waste that meets the WRAP/EA quality protocol.
Credit: WRAP

Effective regulation

xvii. Regulation plays a crucial role in ensuring sound environmental and public health protection. It can also provide the right context for encouraging resource efficiency by business within a competitive environment. But it can cost business time and money.

xviii. The Government is therefore simplifying the regulatory system, making it more proportionate and risk based, through **waste protocols** that clarify when waste ceases to be waste (and so not subject to regulation); reforms of the permitting and exemption systems and the controls on handling, transfer and transport of waste, (with cost savings to business and regulator of, e.g. on permitting, at least £90 million); and better and earlier communication with all stakeholders.

xix. Several other EU Member States have found that imposing legal restrictions on the types of waste that can be landfilled has encouraged higher rates of recycling and recovery. **We intend, subject to further analysis, to consult on whether the introduction of further restrictions on the landfilling of biodegradable wastes or recyclable materials** would make an effective contribution to meeting the objectives set out in this strategy, to reduce greenhouse gas emissions and increase resource efficiency. This consultation will be linked to the work on priority waste materials set out below.

xx. Regulation only achieves its aims to the extent to which it is complied with, so effective **action on flytipping and on illegal dumping abroad** is essential. The Government is addressing this through prevention, more effective risk-based enforcement, strengthened export controls, data improvements and encouraging the courts to take illegal waste activities seriously.

Targeting action on materials, products and sectors

xxi. Waste is a mix of very different products and materials. So we need to target action on where we can achieve the greatest improvement in environmental and economic outcomes. We have identified **key waste materials** where diversion from landfill could realise significant further environmental benefits. The Government is taking action on paper, food, glass, aluminium, wood, plastic and textiles. Examples include:

Paper

- establishing with the paper industry an agreement with challenging targets to reduce paper waste and increase paper recycling incorporating and developing existing agreements for newspapers, magazines and direct mail but extended to office papers, free newspapers, catalogues and directories;

Food and green wastes

- support for anaerobic digestion through the new technologies programme, Renewable Obligations system, Private Finance Initiative (PFI) and a digestate standard that will establish the use of this technology in this country as in some other European countries; and

Plastics and aluminium

- proposals (subject to further analysis) for higher packaging recycling requirements beyond the 2008 European targets to increase recycling (each tonne of aluminium recycled saves 11 tonnes of CO₂).



A range of materials can be re-used or recycled. Clockwise from top left: metals, glass, wood, food, paper, plastic and textiles.

Credit: WRAP, NISP, Photofusion

xxii. Product policy can help to reduce waste impacts, including at the design stage, and business support services are increasing resource efficiency through waste reduction and material re-use. The Government is:

- establishing a **new products and materials unit** to identify and catalyse actions across the supply chain, to improve the environmental performance of products throughout their life cycle, publishing a progress report on delivery in Spring 2008;
- to develop, in due course, **eco-design requirements** which will consider waste impacts as part of the wider life cycle assessment of energy using products; and
- encouraging **re-use and re-manufacture** of products and material resources and stimulating resource efficiency through business advice services (with around £4 saved by business for each £1 of government-funded advice and support).

xxiii. **Producer responsibility** arrangements (both statutory and voluntary) place responsibility on businesses for the environmental impact of products they place on the market, while wider sectoral agreements can cover a range of product and material impacts. In addition to proposals for statutory higher packaging recycling targets, the Government is seeking further voluntary action, but is prepared to regulate if this does not deliver. It is introducing measures to:

- **reduce excess packaging**, for example by setting optimal packaging standards for a product class;
- support development of a joint protocol to ensure that local government and industry both identify the best systems for cost effective collection of packaging waste;

- **develop an opt-out for unaddressed mail** with the Direct Marketing Association alongside delivery of their action on addressed mail, to reduce the amount of unwanted direct mail (of the 16 billion items delivered annually); and **explore the scope for an opt-in mechanism**;
- **extend WRAP's Courtauld Commitment** to non-food retailers to increase the total commitments by retailers to reductions in packaging, food and other post-consumer waste; and
- make, subject to consultation, **Site Waste Management Plans** a mandatory requirement for construction projects over a certain value, and extend to other parts of the supply chain the recent agreement with the manufacturers on recycling of plasterboard, as part of reducing waste and increasing re-use and recycling by the construction sector.



On-site separation of construction waste.
Credit: WRAP

Investment in infrastructure

xxiv. A key to more efficient recovery of materials and energy is the **greater segregation and sorting of waste** at (or close to) its source by households and businesses. This requires planning for and investment in collection, sorting, reprocessing and treatment facilities by local authorities, businesses and the third sector. The Government is:

- increasing the (environmental and financial) value obtained from recyclate material collected by local authorities through a **strengthened advice service**, including on waste collection, the use of different kinds of material recycling facilities (MRFs), and contractual arrangements for collection services;
- ensuring that **Regional Spatial Strategies** and local development plans conform to national planning guidance on waste so that the waste infrastructure projects needed to deliver this strategy receive planning approval, while promoting best practice in the way that local authorities consult stakeholders on their waste strategies;
- improving **procurement** and investment by local authorities through comprehensive support and strengthened central and regional coordination by the Waste Infrastructure Delivery Programme (WIDP), a new WIP-led unit to ensure cost effective and timely delivery of the major infrastructure required;
- using PFI, and, where appropriate, Enhanced Capital Allowances, and/or Renewable Obligation Certificates (ROCs) to encourage a variety of **energy recovery technologies (including anaerobic digestion)** so that unavoidable residual waste is treated in the way which provides the greatest benefits to energy policy. Recovering energy from waste (EfW) which cannot sensibly be recycled is an essential component of a well-balanced energy policy. **Energy from waste is expected to account for 25% of municipal waste by 2020 compared to 10% today which is less than the 34% by 2015 anticipated in 2000**; and

- developing the energy market for **wood waste** (the bulk of which is landfilled) and which, if a third of this were used, could generate 2600 GWh electricity and save 1.15 million tonnes of carbon dioxide equivalent emissions.

xxv. To get the most benefit from recycling, markets for high quality uses of materials and resources (displacing virgin sources) need to work more efficiently and the Government will continue to support WRAP's market development work (focusing on priority materials). This will include development of a centre of expertise on export markets to help businesses manage the market risks, maintain the value of recycled material and comply with the controls on export of waste.

Local and regional governance

xxvi. Changing our waste management practices has already made waste management a more complex task. As waste is increasingly treated as a resource, a much wider range of actions by a larger range of players is required but these actions need to be coordinated. Local government and regional bodies have a vital role in providing advice and services to business and householders and developing partnership working. They need the right structures, tools and support to do their job. The Government is:

- strengthening the ability of **local authorities in two-tier areas to work together** and encouraging partnership working between local authorities through: new powers in the current Local Government and Public Involvement in Health Bill; use of Local Area Agreements; and the new local government performance framework – resulting in better, more cost-effective local services;
- establishing a **new local performance package for local authorities** to support delivery of the Government's waste outcomes;
- encouraging **local authorities** to take on a wider role (in partnerships) to **help local (particularly smaller) businesses** reduce and recycle their waste with cost savings through more integrated management of different waste streams; and
- encouraging the **Regional Development Agencies** and other regional bodies to coordinate business waste and resource management in partnership with local authorities and third sector organisations.



ECT, a leading social enterprise and the UK's largest community recycling provider operates doorstep recycling services.
Credit: ECT

Culture change

xxvii. Changing how we deal with our waste requires action by all of us as individuals – consumers, householders and at work and leisure. Many people are already participating actively in recycling. The Government will build on this to stimulate further action by both individuals and businesses so that changed behaviour is embedded across all aspects of our lives by:

- extending the **campaigns** for recycling to awareness and action on reducing waste;
- incentivising excellence in sustainable waste management through a **zero waste places** initiative to develop innovative and exemplary practice;
- helping third sector organisations to win a larger share of local authority contract work, as well as making greater use of **third sector expertise**, particularly to prevent waste, raise awareness, segregate waste at source, and increase re-use and recycling of waste through capacity-building support;
- reducing single use **shopping bags** through a retailer commitment to a programme of action to reduce the environmental impact of carrier bags by 25% by the end of 2008;
- providing more **recycling bins in public places** through cooperation with the owners and managers of relevant land and premises used by the public to make it easier to recycle away from home, and the development of guidance and a voluntary code of practice for such owners and managers; and
- placing greater emphasis on promoting the **reduction of waste and increase of recycling in schools** by working with DfES and other partners to help schools overcome barriers, issuing new guidance and the use of award schemes (such as Eco-Schools).



WRAP's recycler robot challenges children to think about their waste and recycling.
Credit: WRAP

xxviii. The Government is determined to lead the way with action in the public sector. This should give confidence for other key players to play their part in achieving a sustainable environment where waste is treated as a resource and dangerous climate change impacts are minimised. For its part, the Government:

- has **set itself demanding targets for reducing and recycling its own waste**; and will use public **procurement** operations to stimulate the market for recycled materials and waste reduction.

Delivery

xxix. To drive implementation of the strategy the Government is establishing a Defra-led **Waste Strategy Board** to provide leadership within and across government. The Board will be responsible for taking forward the delivery of this strategy and developing new policy actions as necessary to deliver the ambitious outcomes we seek in the light of progress. The strategy and its policies will need to adapt to external developments (including the European legislative framework within which this strategy sits).

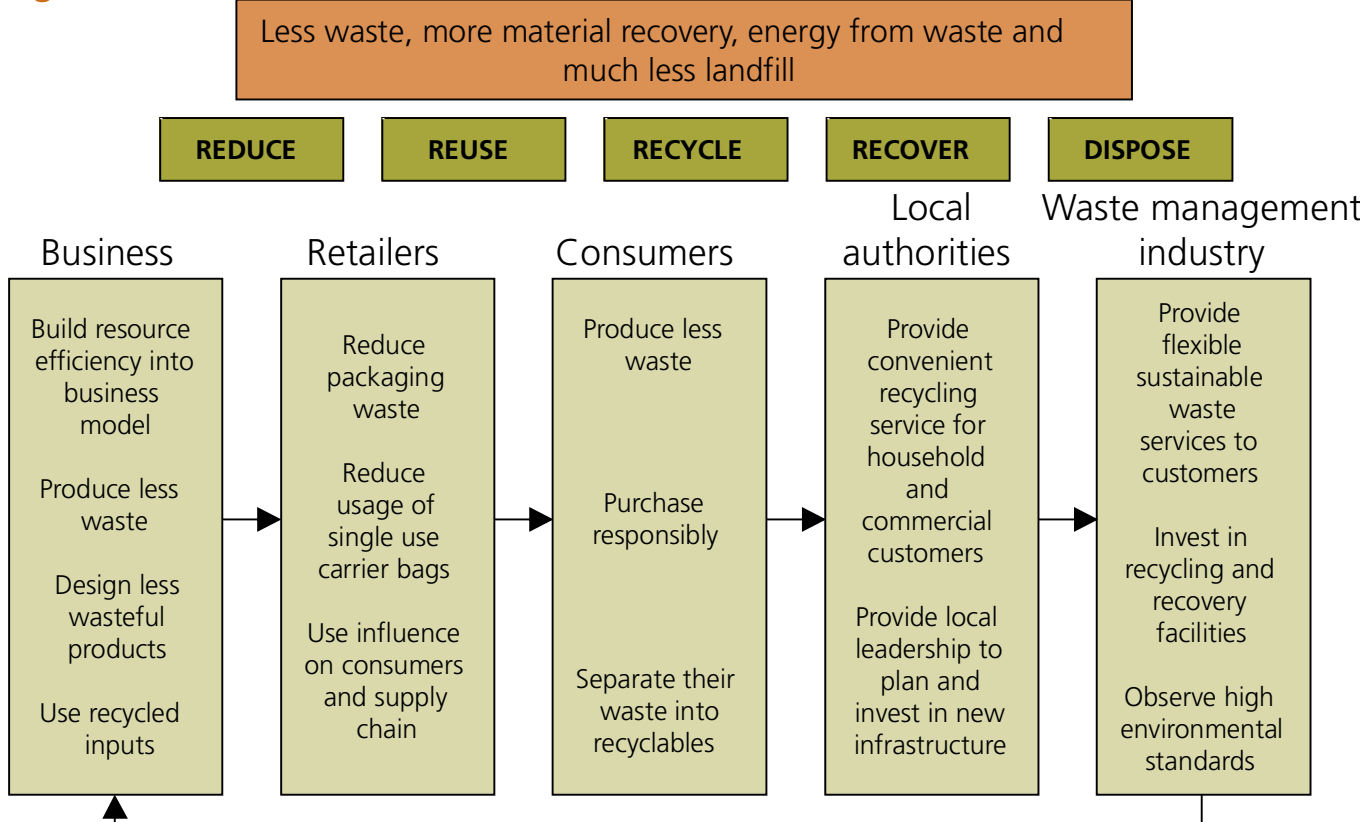
xxx. A new **Waste Stakeholder Group** will provide external advice, challenge and assistance with delivery. Periodic reports on progress will be published.

xxxi. The strategy includes a high-level **implementation plan**, showing key new actions, timeframes for these and responsibilities for delivery. Monitoring and review of the strategy will use our improved evidence base as our research and development and data strategies bear fruit.

xxxii. The strategy has greatly benefited from the responses to our consultation in 2006, which broadly welcomed the direction we proposed at that time of a greater emphasis on viewing waste as a global resource.

xxxiii. Figure E1 summarises the strategy's objectives, action for different parts of society, the policy approach, and indicators and targets.

Figure E1



Targets and indicators

- Annual greenhouse gas emissions:**
 2020: reduction of 10 million tonnes of CO₂ equivalents
- Household waste recycling:**
 2010: 40%
 2015: 45%
 2020: 50%
- Household residual waste**
 2010: 29% reduction
 2015: 35% reduction
 2020: 45% reduction from 2000 levels
- Municipal waste recovery:**
 2010: 53%
 2015: 67%
 2020: 75%
- Commercial and industrial waste landfilled:**
 2010: expected 20% reduction from 2004 levels

Policies

- Inform** consumers retailers and producers about how to reduce, re-use and recycle waste
- Set up **voluntary agreements** with producers and retailers
- Use government **procurement** to accelerate development of products which use less natural resources
- Invest** in local government waste collection and disposal
- Incentivise** producers, consumers, and disposers to reduce, reuse, and recycle waste and divert from landfill through tax or trading
- If incentives are insufficient **regulate both** upstream (materials) and downstream (landfill)

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**TO: JOINT WASTE DISPOSAL BOARD
20 JUNE 2007**

**BUSINESS CONTINUITY
(INFORMATION REPORT)
(Report by the Project Director)**

1. INTRODUCTION

- 1.1 The purpose of this report is to inform the Joint Waste Disposal Board of a joint authority project on Business Continuity and Emergency Planning.

2. RECOMMENDATIONS

- 2.1 **To note the work on Business Continuity and Emergency Planning.**
- 2.2 **That the Board agree to receive a further report on the completion of this project at an appropriate, subsequent meeting.**

3. SUPPORTING INFORMATION

Background

- 3.1 Local Authorities have a requirement to undertake business continuity and emergency planning across all their services. The Joint Waste PFI Contract is a significant service, with significant impacts, for each of the re3 councils.
- 3.2 The Joint Waste PFI Contract envisages the need for business continuity and emergency planning.

Business Continuity Project

- 3.3 The management of waste collected by, and delivered to, the re3 councils is an area of service that, were it to fail for any reason, would have a significant impact on other council services, residents and local businesses.
- 3.4 The Joint Waste PFI Contract does foresee the impact of unavailability. It has a number of sections within it that address the areas of business continuity and emergency planning. Most notable is a list of contingencies that describe alternative arrangements for periods when access to facilities may be denied.
- 3.5 The contract does not, however, specifically tie the theory to actual practice. This is understandable to an extent because the contract needs to make the processes available, in itself it can't ensure they are adhered to.
- 3.6 The re3 councils and WRG are intending to pull the relevant contractual mechanisms together into a working protocol that is owned, updated and tested.
- 3.7 The primary objective of this process is to ensure that, in the event that contingencies are needed, all parties know what to do, who to contact and what the likely outcomes are going to be.

- 3.8 Other objectives are to ensure that there is sufficient ownership of the protocol within each of the councils and WRG, that the protocol is updated regularly and that adequate training and testing of the protocol are carried out.
- 3.9 This project is being lead by the following relevant Officers from each of the councils and the re3 Project Manager.
- Brett Dyson (RBC Emergency Planning)
 - Dean Trussler (WDC Community Resilience)
 - Louise Osbourne (BFBC Emergency Planning)
 - Oliver Burt (re3 Project Manager)
- 3.10 The individual councils will have differing processes for the adoption of the completed protocol but we would like to bring it back, for prior consideration, to the JWDB at an appropriate future meeting.
- 3.11 Members are asked to consider receiving a future report on the Business Continuity and Emergency Planning Project.

BACKGROUND PAPERS

Re3 Waste PFI Contract, Schedule 25, Appendix 2 – Contingency Process

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