

**JOINT WASTE DISPOSAL BOARD**  
**12 DECEMBER 2007**  
**(6.00pm - 7.35pm)**

Present: Bracknell Forest Borough Council  
Councillors Mrs Ballin and Mrs Hayes

Present: Reading Borough Council  
Councillor Waite

Present: Wokingham Borough Council  
Councillors Stanton (Chairman) and Weeks

Apologies for absence were received from:  
Councillor Mrs Tickner

**9. Declarations of Interest**

There were no declarations of interest.

**10. Minutes of the Annual Meeting of the Joint Waste Disposal Board - 5 September 2007**

The minutes of the meeting of the Joint Waste Disposal Board held on 5 September 2007 were accepted by the Board and signed by the Chairman.

**11. Urgent Items of Business**

There were no urgent items.

**12. Project Presentation**

Andrew Woolcock, WRG, attended the meeting to update the Board on the project and the presentation is attached to these minutes for information.

In particular it was highlighted to the Board:

- (i) it was hoped that Phase 2 of Smallmead which included construction of a Materials Recovery Facility and Office/Visitor Centre would be complete by December 2008;
- (ii) Lakeside Energy from Waste could expect a full throughput by late summer 2008;
- (ii) works would commence at Longshot Lane in April 2008 and it was hoped that Phase 1, construction of the waste transfer site and office, would be complete by September 2008 with the whole construction aiming to finish within 15 months; and
- (iv) there was a clear communication plan for the construction period of Longshot Lane to keep the public informed of the progress, and a waste flow summary would document performance at each stage to report to partners.

**13. Arrangements for Civic Amenity Provision at Longshot Lane, Bracknell, during the Construction Phase**

Mark Moon advised the Board of the proposals for the arrangements around the temporary opening of the Civic Amenity site at Longshot Lane during the 15 month

period of construction of new facilities. In the extraordinary event that there were construction difficulties making the site inaccessible, the media would be made aware as soon as possible and alternative arrangements would be found.

**RESOLVED** that

- (a) the site be opened from 5pm to 8pm on every week day for the reception of civic amenity waste; and
- (b) the expenditure of £88,000 be approved to fund the above proposals from the budget which is funded for remedial work to the buildings at Longshot Lane, which are not now required.

**14. Appointment of Project Director**

The Board received the report requesting confirmation of the appointment of the Corporate Head of Environment at Wokingham Borough Council as Project Director for Re3 with effect from 1 October 2007.

**RESOLVED** that the Corporate Head of Environment at Wokingham Borough Council be appointed as Project Director for Re3, subject to the appropriate ratification process of each authority.

**15. Civic Opening of Phase 1, Smallmead**

The Board was updated on the progress of Phase 1 of the building at Smallmead which had been completed 2 months ahead of schedule. It was proposed to hold a Civic Opening of Phase 1 on 8 January 2008, with the public being able to access the site from 14 January 2008.

**RESOLVED** that it be noted that the construction of Phase 1 of Smallmead was anticipated to have been completed by 8 January 2008 and that a Civic Opening should be arranged for that date.

**16. Engineering Procurement Construction (EPC), Planning and Licensing Report**

The Project Director updated the Board on the progress of the Engineering Procurement Construction Contract and Planning since the last meeting of the Board on 5 September 2007.

- (i) negotiations with Re3 were underway regarding to the application for a new Waste Management Licence at Smallmead; and
- (ii) the communications plan submitted as part of the application for Longshot Lane was also being considered by Re3.

**RESOLVED** that progress made in the areas of the Engineering Procurement Construction (EPC) Contract and Planning since the last meeting on 5 September 2007 be noted.

**17. Project Update**

The Board considered a report which provided an update on project activities since the last meeting on 5 September 2007. The Project Director highlighted the following issues:

- (i) in respect of Bring Bank sites the service had improved;

- (ii) the projection of full year spend had fallen by over £200,000; and
- (iii) the Councils were currently on target to meet their 2007/08 Landfill Allowance Trading Scheme (LATs) allocations, and also hold surpluses from previous years. However the LATs performance needed monitoring to ensure that the benefits of the contract were realised.

**RESOLVED** that progress since the last meeting on 5 September 2007 be noted.

18. **Waste Strategy**

The Board received and noted the timetable for the Re3 Joint Municipal Waste Management Strategy. An update on the Strategy would be brought to the next meeting of the Board.

**CHAIRMAN**