

**JOINT WASTE DISPOSAL BOARD**  
**16 MARCH 2011**  
**(6.30 - 8.45 pm)**

Present: Bracknell Forest Borough Council  
Councillor Mrs Dorothy Hayes MBE  
Councillor Iain McCracken

Reading Borough Council  
Councillor Ricky Duveen

Wokingham District Council  
Councillor Gary Cowan  
Councillor Rob Stanton

Officers      Pete Baveystock  
                  Oliver Burt, re3 Project Manager  
                  Pete Thompson, Reading Borough Council  
                  Janet Dowlman, Bracknell Forest Council  
                  Dave Fisher, Reading Borough Council  
                  Kevin Holyer, Reading Borough Council  
                  Steve Loudoun, Bracknell Forest Council  
                  Mark Moon, re3 Project Director

Apologies for absence were received from:  
                  Councillor Stanway, Reading Borough Council

**25.      Declarations of Interest**

There were no declarations of interest.

**26.      Minutes of the Meeting of the Joint Waste Disposal Board**

**RESOLVED** that the minutes of the meeting of the Joint Waste Disposal Board held on 16 December 2010, be approved as a correct record and signed by the Chairman.

Regarding matters arising from the minutes the following were discussed:

- Further amendments to the Joint Working Agreement had been finalised and once legal advice had been sought the finalised agreement would be signed off by the Executive of all three Councils. It was requested that the draft amended Joint Working Agreement be brought to the next before being signed off.

**(Action: Oliver Burt)**

**27.      Urgent Items of Business**

There were no urgent items of business.

**28.      Appointment of Vice-Chairman**

**RESOLVED** that Councillor Duveen be elected Vice-Chairman of the Board.

## 29. Progress Report

The Board considered a report informing of progress since the last meeting on 16 December 2010. The report covered:

**Operations and Facilities** – Works at Smallmead on the fire protection system had been completed and the contractor was expecting written confirmation from the insurers confirming cover.

A letter thanking the staff at both Household Waste Recycling Centres (HWRC) in recognition of the continued high levels of satisfaction expressed by site users was signed by the members. It was noted that the staff at both centres had performed highly and the Board expressed their thanks.

**Longshot Lane Mini-MRF** – As a result of trials regarding a Mini-MRF at Longshot Lane and the use of a mechanical 'grab', it has been agreed between the Contractor and Officers, that a mechanical 'grab' be used to extract mixed recyclables.

**Retail Outlet Replacement** – Work with Sue Ryder Care had begun at both the HWRCs collecting various bric-a-brac for re-sale. The scheme had been considered successful by both site and Sue Ryder staff. An update on the ongoing work regarding the scheme would be brought to the next meeting. **(Action: Oliver Burt)**

**Haulage Contract Re-Let** – The Haulage Market Testing process was approved by the members on the 21 September 2010 and since that time five formal Invitations to Tender (ITT) had been issued. Four bids were received by the closing date of the 25 March and the proposals would be assessed by WRG. Officers would relay the result as soon as it was known and the re3 Project would be liaising with both the contractor and council account teams to enable budgeting for any increases in the rate of haulage.

**Savings Proposals** – Discussions had taken place with council officers, the PFI contractor and the Waste Recycling Group (WRG) regarding savings and income generation. A number of proposals relate to the current year and the re3 Project Team have secured approximately £600,000 for the partner Councils supplementing the overall PFI underspend. Savings for subsequent year were being considered and officers have engaged with the private sector partners WRG to consider proposals. A meeting would also take place between the council's Chief Executives and the Chief Executive of WRG to consider saving proposals.

**Finance** – Regarding the re3 PFI waste outturn the project was reported to have savings of approximately half of the projected underspend totalling £1.2 million for 2011/11. This amount was significantly higher than the £400,000 underspend previously reported due to a number of significant savings. Due to a saving by the Contractor in PFI insurance costs the Councils are entitled to a share of this which amounts to £68,500. Also as a result of work undertaken by the re3 Project Team the Councils are entitled to a share of income received from the sales of recyclate which is estimated at £362,500. The actual payment and allocations would be finalised once the full year figures were available.

It was requested that the amounts received for trade waste be brought to the next meeting. Also Members requested that investigation be made into dealing with trade waste for Wokingham Borough Council and Bracknell Forest Council.

**(Action: Oliver Burt)**

The development of work with The Green Machine regarding paint recycling was discussed by the Board. The Project Officers had been investigating how to facilitate a scheme at the recycling centres and further information would be brought to the next meeting. **(Action: Oliver Burt)**

**Performance** – The Board noted the provisional performance figures and received a presentation regarding maximising the contribution of existing kerbside recycling collections.

**Joint Municipal Waste Management Strategy** – A review of the strategy was scheduled for 25 March 2011 and an update of progress would be forwarded to the Board.

**Use of re3 Facilities by West Berkshire Residents** – The Board discussed the response received from the Corporate Director of Environment at West Berkshire regarding the outstanding amounts relating to use at the re3 facilities. The Board decided on the following actions –

- 1 A letter from the Chairman would be sent to the Chief Executive and the Leader of West Berkshire Council outlining the views of the Board.
- 2 Signs would be erected at Longshot Lane and Smallmead as soon after the 1 June 2011 as possible.
- 3 Officers would report back to the Board regarding gating options at both sites.
- 4 The Joint Waste Agreement would reflect the details of the terms for any agreement entered into with another council who would wish to use the recycling sites.

**(Action: Mark Moon/Oliver Burt)**

Issues regarding sub-contracts were also discussed by the Board and it was suggested that investigation work be carried out on the matter. **(Action: Oliver Burt)**

30. **Dates of Future Meetings**

Due to officer availability the next meeting date was to be decided. The Board noted the subsequent dates –

Tuesday 20 September 2011 – Bracknell Council Offices  
Thursday 15 December 2011 – Reading Council Offices  
Thursday 22 March 2012 – Wokingham Council Offices.

31. **Workshop Dates**

The workshop dates were to be decided.

32. **Exclusion of Public and Press**

**RESOLVED** that pursuant to Regulation 21 of the Local Authorities (Executive Arrangements) (Access to information) Regulations 2000 and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of item 9 which involves the likely disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:

- (3) Information relating to the financial or business affairs of any particular person.

33. **Risk Register**

The Board received and noted a report containing exempt information relating to its Risk Register.

Risk items 15a and 16 on Register were discussed and it was noted that on-going work would be undertaken to address any future issues.

**CHAIRMAN**