

Unrestricted

JOINT WASTE DISPOSAL BOARD
13 MARCH 2014
(10.00 am - 12.15 pm)

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

Reading Borough Council
Councillor Paul Gittings
Councillor Tony Page

Wokingham District Council
Councillor Angus Ross
Councillor Rob Stanton

Officers Claire Ayling, Reading Borough Council
Anthony Bolton, Reading Borough Council
Pete Baveystock, Wokingham Borough Council
Oliver Burt, re3 Project Manager
Janet Dowlman, Bracknell Forest Council
Sarah Innes, Reading Borough Council
Steve Loudoun, Bracknell Forest Council
Mark Moon, Wokingham Borough Council

26. **Declarations of Interest**

There were no declarations of interest.

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

RESOLVED that the minutes of the Joint Waste Disposal Board meeting held on 12 February 2014 be approved as a correct record and signed by the Chairman.

28. **Urgent Items of Business**

There were no urgent items of business.

29. **Joint Waste Disposal Board Progress Report**

The Board received a report providing an update on the progress made since its last meeting on 12 February 2013. The report included an update on the impact that recent flooding in the area had had on the Household Waste Recycling Centres (HWRC), an update on the Green Machine Community Paint Recycling Scheme and an overview of financial matters.

It was noted that the end of the initial two year contract period with the paint reuse scheme had now been reached. The Green Machine's Dawn Cannon presented an update on the work that had taken place over the past year to develop the Green Machine Community Paint Reuse Scheme and raise awareness of the Scheme's work. It was reported that during the first year of operation the Green machine had collected 8% of available paint. During the second year this had increased to an 18% collection rate. Sales of paint were slowly increasing and 4,400 litres of paint had

been sold in the first two months of 2014. An agreement had been reached with Bracknell Forest Homes and a voucher scheme had been developed which tenants could exchange for paint from the Green Machine. This scheme was in the process of being expanded to cover painting equipment in addition to paint. Reciprocal arrangements with Community Paint Reuse Schemes in other areas had been developed and work was taking place to try and secure contracts with local authorities. A significant amount of work had taken place to promote the scheme and this had resulted in sales to people from outside the re3 area including Windsor and Maidenhead and High Wycombe.

The Board acknowledged that the Green Machine was a valuable community initiative and that the data was showing positive upward trends. It was questioned whether it would be more appropriate for any potential future contract to be based on the payment of an appropriate flat rate basis. It was agreed that this option would be explored and a paper detailing the contractual options would be brought to the Board's next meeting.

RESOLVED that:

- i. The report be noted
- ii. FCC staff be thanked for the work they undertook to ensure that Smallmead HWRC remained operational during the period of recent flooding
- iii. Staff at FCC, SITA , Veolia and council officers be thanked for the work undertaken to minimise disruption during recent electrical cabling work in the vicinity of Longshot Lane HWRC
- iv. Officers prepare a paper looking at the contractual options for future Community Paint Reuse Contracts for the next Board meeting

30. **Waste Strategy Report**

The Board received a report providing an update on the development of a Waste Strategy for the re3 Partnership and a draft dashboard of performance indicators was circulated.

It was noted that the Indicator Dashboard would be used to provide the Board with a ready reckoner of key performance data in an easily understood format that would be updated on a regular basis. It was proposed that the dashboard would include data relating to: the budget, the Landfill Allowance Trading Scheme (LATS), key data relating to National Performance Indicator 192 including the percentages of waste recycled, reused or composted and waste treatment figures, turnaround times for authorised vehicles at HWRCs and benchmarking data comparing the performance of the re3 councils against other local authorities with long term waste contracts. It was agreed that data relating to the contamination of waste collections would be useful information to have so that specific areas could be targeted in order to encourage increased levels of recycling and composting.

RESOLVED that the Board endorse the proposed approach to public consultation, as set out in the Project Director's report, be undertaken by officers from the re3 councils and the re3 Project Team and any comments received be reported by to the Board for consideration.

31. **Communications Plan Report**

The Board considered a report providing an update on the development of a Communications Plan for the re3 Councils since its meeting on 13 December 2013. The report included an update on progress made, an overview of the areas that the

plan would cover and a proposal to employ a Communications and Marketing Officer to help deliver the re3 Strategy

Arising from Members' questions and comments it was clarified that if employed the Communications and Marketing Officer would be employed by the re3 Councils and located with the re3 Project Team however their work would involve extensive work with Waste Officers and Communications Teams across the three re3 Councils. It was expected that the funding for the role would be split between the three re3 authorities using the waste minimisation apportionment guidelines however it was expected that this would equate to each authority paying approximately one third of the costs of the role.

The Board acknowledged that delivering the Communications Plan and the Waste Strategy were key areas of work and that the employment of a Communications and Marketing Officer would be a significant step forward in this process. It was agreed that officers be asked to develop a job description and person specification for the role for the Board's consideration before a final decision was made on the matter.

RESOLVED that:

- i. The contents of the report be noted
- ii. Officers bring a report setting out a proposed job description and person specification for the proposed Communications and Marketing Officer post to the Board's next meeting

32. Dates of Future Meetings

RESOLVED that the next meeting of the Joint Waste Disposal Board Management Committee be held on Thursday 5th June 2014 at 10am in the Smallmead Household Waste Recycling Centre.

33. 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 10 which involve 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.

34. Management Arrangements

The Board received a report providing an update on the project management arrangements for the Joint waste Disposal Board.

Members discussed the options proposed in the report and requested that a further report regarding the matters discussed would be brought to the Board's next meeting.

CHAIRMAN