

**TO: JOINT WASTE DISPOSAL BOARD
22 SEPTEMBER 2009**

**WORK PROGRAMME
(Report by the Project Director)**

1. INTRODUCTION

- 1.1 This report proposes the establishment of a work programme for the Joint Waste Disposal Board.

2. RECOMMENDATIONS

- 2.1 **That Members approve the establishment of an annual Work Programme for the Joint Waste Disposal Board.**
- 2.2 **That, subject to any amendments they may wish to make, Members approve the appended list of proposed workstreams for 2009/10.**

3. SUPPORTING INFORMATION

Background

- 3.1 The Joint Waste Disposal Board (JWDB) does not currently have a forward plan of issues it wishes to address over a set period in the future.
- 3.2 Officers feel that such a forward plan, or Work Programme, would have benefits for both the Board and Officers.

Proposal

- 3.3 It is proposed that the JWDB agrees, each year at its Annual General Meeting, a Work Programme for the year ahead.
- 3.4 The Work Programme will provide some structure to the year ahead, encouraging development and giving an auditable basis upon which to demonstrate how the partnership is progressing.
- 3.5 The Work Programme should include important and/or emerging issues which have implications to the success of the council partnership - both directly and indirectly related to the joint waste PFI.
- 3.6 These items should be covered in some depth at the JWDB Meeting and should involve some improvement to service, improvement in performance, financial savings or developmental progress on the part of the councils.
- 3.7 Officers will propose a draft Work Programme and Members will have an opportunity to make amendments, including proposing new items, before it is agreed.
- 3.8 The Work Programme will form a significant part of each JWDB Meeting. It is proposed, however, that time is always made available at the meetings for additional items and matters arising, which were not apparent at the AGM.

3.5 The proposed Work Programme is appended to this report. Subject to its amendment and approval it is proposed that it be adopted for the period between the AGM of the JWDB on September 22nd 2009 to the AGM of the JWDB in September 2010.

BACKGROUND PAPERS

None

CONTACTS FOR FURTHER INFORMATION

Mark Moon, Project Director
0118 974 6315
Mark.moon@wokingham.gov.uk

Oliver Burt, Project Manager
0118 9399990
oliver.burt@reading.gov.uk

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WORK PROGRAMME - APPENDIX 1

The proposed Work Programme includes both regular items, which should be covered at each meeting, and those which it is initially intended to investigate in depth only once during the year. Some of the latter items may of course, at the request of the Board, be revisited as appropriate. No date has been allocated to the items below, Members may wish to request an item be added to the agenda for a specific meeting.

REGULAR ITEMS – for regular review at Joint Waste Disposal Meetings.

- PFI Financial Review
- Council Performance Review
- Communications Review
- Contract Monitoring Review
- Joint Municipal Waste Management Strategy Review

SPECIFIC ITEMS

- Food Waste
- Charity Waste (including the WRG proposal in lieu of the Retail Function at Smallmead)
- Mini-MRF at Longshot Lane
- Public and Trade access to Household Waste Recycling Centre's
- Waste Minimisation and Education
- Joint Waste Authority
- Shared Services
- Contamination of Mixed Dry Recyclables (MDR)
- Joint Working Agreement (at AGM)