

JOINT WASTE DISPOSAL BOARD
16 DECEMBER 2010
(6.30 - 8.30 pm)

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

Reading Borough Council
Councillor Warren Swaine
Councillor Tom Stanway

Wokingham District Council
Councillor Gary Cowan
Councillor Rob Stanton

Officers Pete Baveystock, Reading Borough Council
 Oliver Burt, Reading Borough Council
 Peter Butler, Reading Borough Council
 Janet Dowlman, Bracknell Forest Council
 Dave Fisher, Reading Borough Council
 Steve Loudoun, Bracknell Forest Council
 Mark Moon, Wokingham Borough Council

16. Appointment of Vice Chairman

RESOLVED that Councillor Swaine be elected Vice-Chairman of the Board for the next year.

17. Declarations of Interest

There were no declarations of interest.

18. Minutes - 21 September 2010

RESOLVED that the minutes of the meeting of the Joint Waste Disposal Board held on 21 September 2010, be approved as a correct record and signed by the Chairman.

Regarding matters arising from the minutes the following were discussed:

- It was noted that due to the importance of the Joint Waste Disposal Board meetings it was significant that members from all authorities attended the meetings. The Members agreed that the 6.30pm start was the preferred start time for future meetings.
- The Joint Waste Agreement would be reviewed and amended if necessary.
- Legal advice would be sort regarding signing off amendments to the Joint Working Agreement **(Action: Oliver Burt)**

19. Urgent Items of Business

There were no urgent items of business.

20. Progress Report

The Board considered a report informing of progress since the last meeting on 21 September 2010. The report covered:

- Retail Outlet Replacement – A provision in the PFI contract stated that there should be a retail outlet for the refurbishment of items. As neither Smallmead or Longshot Lane would be able to accommodate retail activity an off-site collaboration, on a wholesale basis, was investigated. Sue Ryder Care had been identified as an organisation who would be able to work with the Contractor and the PFI Project Team, in delivering the equivalent of the original envisaged retail function. Discussion would be taking place regarding the arrangement and this was expected to begin in January 2011.
- Height Barriers and Access Controls – There were proposed revisions to the access controls at the re3 HWRCs as there had been problems gauging the size of trailers. It was proposed that the length of trailer was not used to determine access but instead to allow single axle trailers to access the site and the double–axle trailers be denied access. It was noted that legal advice had been sought on the matter.
- Finance – The PFI Project Team had proposed to the contractor that £120,000 be refunded to the Councils at the end of the financial year. This would be put before the Contractor's Board for approval.

An update would be brought to the next meeting regarding outturn. **(Action: Oliver Burt)**

- Performance – It was noted that NI192 would cease to exist in 2011 however a similar method to consolidate data would still be used to monitor performance.

WRG had conducted a trial with a mini Material Recycling Facility (MRF) and a 'man and machine' concept at Longshot Lane. The results of the trial would be brought to a future meeting.

- Use of re3 Facilities by West Berkshire Residents – The Board discussed the issue and were informed that no agreement had yet been reached with West Berkshire in relation to the payment, and methodology for calculating future payments. Re3 Officers were of the opinion that the agreement had been reached but this had been disputed by West Berkshire. It was noted that back payments and future use payments were required urgently from West Berkshire to the re3 partners and that the issue had been going on for far too long. The Board felt strongly that this should be resolved immediately and recommendations were tabled at the meeting to enable re3 Officers to carry out actions to finalise the situation.
- DEFRA Waste Review and Consultation – A collective response on the review of the governments waste policy had been sent by the re3 partnership. The results of which would be released by the government during the Spring 2011.
- Lakeside Energy from Waste Facility – Changes in the contract had been completed and the re3 Councils involved were thanked for their participation.

RESOLVED that

- 1 The progress made since the last meeting on 21 September 2010 be noted.

- 2 The clarification of access arrangements at the Household Waste Recycling Centres, as detailed in the report, be noted.
- 3 Staff at both the Household Waste Recycling Centres be given recognition regarding the continued high levels of satisfaction expressed by site users.
- 4 The nonnegotiable terms are repeated as set out to West Berkshire for the use of Smallmead in the sum of £262,500 for 2008/9 financial year in the Project Director's letter of the 23 July 2010. The actual costs for 2009/10 be formally reiterated and those anticipated for 2010/11.
- 5 Invoices for the appropriate sums be issued to West Berkshire under the normal payment terms.
- 6 In the event that the invoices remain unpaid on the due date officers are authorised to pursue settlement under the debt recovery process and to implement options that will lead to the Re3 sites being used by residents of the partnership only.

21. **Joint Waste Disposal User Satisfaction Surveys**

The Board considered a report on the results of two user satisfaction surveys undertaken at the two Household Waste Recycling Centres (HWRC).

Both sites were rated highly in overall terms by users with 97% of users rating Smallmead as 'good' or 'very good' and 99% at Longshot as 'good' or 'very good'. Also staff at both sites were identified as being helpful by users. Overall the results of the survey support the view that both sites continue to be appreciated by users.

It was requested that the contribution of Wokingham Borough residents in the satisfaction survey be brought to the next meeting. **(Action: Oliver Burt)**

Due to the high levels of satisfaction expressed by the site users, the Board expressed their thanks and congratulated the staff at both HWRCs for their hard work.

22. **Joint Waste Disposal Work Programme**

The Board considered a report on the Work Programme for 2010/11. At the 2010 Annual General Meeting, Members agreed to delay the setting of the work programme to incorporate the findings of a Member workshop that took place on 13 October 2010. A list of priorities were identified and have been included with the Work Programme 2010/11.

The Board noted that the workshop had been successful and issues raised, such as glass recycling, were being investigated by re3 Officers

RESOLVED that

- 1 The Work Programme for 2010/11 be adopted.
- 2 The second Waste Workshop would take place on a future date agreed by the Board.

23. **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.

24. **Risk Register**

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

The Board noted that after a review Officers had added risk 15a to the Risk Register. It was suggested that workshops could help to identify what actions could, with regards to this risk, be taken in the future.

CHAIRMAN