

**TO: JOINT WASTE DISPOSAL BOARD  
10 JANUARY 2007**

---

**JOINT WASTE DISPOSAL BOARD  
PROJECT UPDATE  
(Assistant Director of Environment & Leisure, Bracknell Forest Borough Council)**

**1 PURPOSE OF THE DECISION**

- 1.1 To inform the Board of actions taken by the Project Director since the contract was signed on 31 October 2006 and to update on the project activities since.

**2 RECOMMENDATION**

- 2.1 **To affirm the actions taken by the Project Director under delegated powers.**
- 2.2 **To note the progress of the contract to date.**

**3 REASONS FOR RECOMMENDATIONS**

- 3.1 The Project Director is required to keep the Board informed of decisions made on their behalf and to appraise the Board on the performance of the Contract.

**4 ALTERNATIVE OPTIONS**

- 4.1 Not to affirm the actions taken.

**5 SUPPORTING INFORMATION**

- 5.1 The Waste PFI Contract was signed with WRG on 31 October 2006 and this in turn triggered a service commencement date of 4 December 2006, when WRG took on the management of the two Key Project facilities and the Bring Bank facilities across the three Councils.

5.2 EPC Contract Commencement

- 5.2.1 On the same day that the contract was signed, WRG also entered into a contract for the construction of the two Key Project Facilities at Smallmead and Longshot Lane. The intent of this contract, being to mobilise the EPC Contractor at the earliest opportunity to ensure that waste transfer facilities could be constructed and be available at Smallmead prior to the Burghfield landfill site closing at the end of March 2008.
- 5.2.2 On 31 October, Reading Borough Council also granted consent to WRG for the construction of the Waste Management Park at Smallmead.
- 5.2.3 To ensure that the facilities at Smallmead could commence in early January 2007 and provide a fully functioning waste transfer facility at the end of March 2008, the EPC contractor required an instruction to commence final design work and place

orders for key components. This instruction was issued on 6 December and the EPC Contractor has now started his mobilisation.

### 5.3 Dilapidations

5.3.1 To ensure that the existing facilities are kept in reasonable and safe condition until renewals start, there is a dilapidations fund of £200,000 available, within the Contract.

5.3.2 Prior to commencement of the contract WRG undertook condition surveys at both Longshot Lane and Smallmead. The surveys identified a number of items that require rectification in the near future, the most pressing being improvement to electrical systems and repairs storage areas and to roofs. An instruction has been given to undertake the electrical repairs and some of the repairs to the facilities, whilst discussion takes place on the scale of the roof repairs at Longshot Lane. All these works can be undertaken well within the budget available.

### 5.4 Project update

5.4.1 When the contract commenced on 4 December, WRG also replaced the Weighbridge Management systems at Longshot Lane. As they had been unable to pre-load vehicle data for the trade waste customers, this combined with software teething problems led to queues to the facilities and extended turnaround time for the first few days. Turnaround times are now monitored daily and are on the whole acceptable.

5.4.2 The bring banks in Wokingham were provided by the previous contractor, whereas in the remainder of the contract area, the Councils provided the banks. The bring banks in Wokingham have now been replaced and separate banks provided for different colours of glass, bringing the three Councils to a common level of provision, where all banks are provided and managed by WRG.

5.4.3 Mixed dry recyclable waste from much of the Wokingham area is now being delivered to Longshot Lane for processing. When the existing Mini MRF is unable to cope with the volume of material, the residual amount is now being taken to Luton for processing at WRG's facilities there.

5.4.4 WRG has not yet finalised a formal contract to use Planners Farm for the composting of green waste but have exchanged letters to enable the continued use for the next six months. Concerns have been raised by local residents about some smells from Planners Farm and alternative facilities have been found for leaves which have been rotting before they get to the facility. Discussions are now taking place with the Environment Agency regarding the complaints.

5.4.5 New bulk haulage vehicles have been ordered in Re3 livery and a delivery date is now awaited. In the meantime WRG are using hired in vehicles to transport waste to landfill sites.

5.4.6 Formal copies of the contract documentation have still to arrive with the Project Team. Although we have electronic copies of most of the documents there were a number of manuscript amendments made in the final hours before signing. Given the scale of the documentation to be managed, all the documents have been sent to a specialist publisher for scanning and indexing to help in document retrieval as the contract progresses.

- 5.4.7 A planning application has now been lodged with Bracknell Forest for the rebuilding of the Longshot Lane facilities. This is now being considered by the Authority.
- 5.4.8 The first monthly invoice has now been produced as a test and is due for payment in early January. This identified a number of issues that have been resolved and payment should be made on time.
- 5.4.9 The project has recently been put forward into the IDeA Front Office Shared Services Programme Research and may feature at a conference in the Spring where Local Authority exemplars will be showcased.
- 5.4.10 A member of the Project Team has been invited to speak at the annual meeting at the Welsh society of Local Authority Chief Executives on the 8 March. The topic will be 'managing joint waste procurements'.
- 5.4.11 Due to the complex nature of the Re3 procurement, joint working and our final PFI solution for waste management, the team have been approached by a number of authorities seeking advice and assistance. A number of authorities have asked to visit. Rather than host a number of different visits, the Project Team is considering arranging an open day and inviting interested authorities along.

#### Background Papers

Project correspondence.

#### Contact for Information

Jon Freer, Assistant Director Environment and Leisure, 01344 351907

[jon.freer@bracknell-forest.gov.uk](mailto:jon.freer@bracknell-forest.gov.uk)

#### Doc Ref

Project Update-28.12.06.doc