

## JOINT WASTE DISPOSAL BOARD

### NOTICE OF MEETING

THURSDAY 29 0000 2022

**TO: ALL MEMBERS OF THE JOINT WASTE DISPOSAL BOARD**

You are invited to attend a meeting of the Joint Waste Disposal Board on **Thursday 29 September 2022 at 9.30 am** in the Council Chamber - Time Square, Market Street, Bracknell, RG12 1JD. An agenda for the meeting is set out overleaf.

Oliver Burt  
re3 Strategic Waste Manager  
and Project Director

#### Members of the Joint Waste Disposal Board

Councillor Mrs Dorothy Hayes MBE, Bracknell Forest Council  
Councillor John Harrison, Bracknell Forest Council  
Councillor Tony Page, Reading Borough Council  
Councillor Clive Jones, Wokingham Borough Council  
Councillor Ian Shenton, Wokingham Borough Council  
Councillor Karen Rowland, Reading Borough Council  
Councillor Clive Jones, Wokingham Borough Council  
Councillor Ian Shenton, Wokingham Borough Council



If you require further information, please contact: Hannah Harding  
Telephone 01344 352308  
E-mail: [hannah.harding@bracknell-forest.gov.uk](mailto:hannah.harding@bracknell-forest.gov.uk)



WOKINGHAM  
BOROUGH COUNCIL



**JOINT WASTE DISPOSAL BOARD**  
**Thursday 29 September 2022 (9.30 am)**  
**Council Chamber - Time Square, Market Street, Bracknell, RG12 1JD.**

**AGENDA**

**Page No**

**1. APOLOGIES FOR ABSENCE**

**2. ELECTION OF CHAIRMAN**

**3. APPOINTMENT OF VICE-CHAIRMAN**

**4. DECLARATIONS OF INTEREST**

Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.

Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.

Any Member with an affected Interest in a matter must disclose the interest to the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.

**5. URGENT ITEMS OF BUSINESS**

To notify the Board of any items authorised by the Chairman on the grounds of urgency.

**6. MINUTES OF THE MEETING OF THE JOINT WASTE DISPOSAL BOARD** 5 - 10

To approve as a correct record the minutes of the Joint Waste Disposal Board held on 7 July 2022.

**7. PROGRESS REPORT** 11 - 56

To brief the re3 Joint Waste Disposal Board on progress in the delivery of the re3 Joint Waste PFI Contract.

**8. RE3 ENVIRONMENTAL ACT BRIEFING REPORT** 57 - 64

To provide a briefing for the re3 Board on a significant part of anticipated secondary legislation and/or statutory guidance, relating to the Environment Act.

**9. EXCLUSION OF PUBLIC AND PRESS**

To consider the following motion:

That pursuant to Regulation 4 of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2012 and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of item X 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.

*NB: No representations have been received in response to the notice under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012*

**10. FINANCIAL REPORT**

65 - 80

To brief the re3 Joint Waste Disposal Board on the Partnership's current financial position and to advise on the first draft budget for the Financial Year 2023/24.

**11. DATE OF THE NEXT BOARD MEETING**

Proposed dates:

8 December 2022  
2 March 2023  
15 June 2023  
21 September 2023

This page is intentionally left blank

Classification: OFFICIAL

**JOINT WASTE DISPOSAL BOARD**  
**7 JULY 2022**  
**(9.30 - 11.20 am)**

Present: Bracknell Forest Borough Council  
Councillor Mrs Dorothy Hayes MBE

Reading Borough Council  
Councillor Tony Page  
Councillor Karen Rowland

Wokingham District Council  
Councillor Clive Jones  
Councillor Ian Shenton

Officers Oliver Burt, re3 Strategic Waste Manager  
Lauren Shute, re3 Marketing & Communications Officer  
Sarah Innes, re3 Performance Officer  
Jayne Rowley, re3 Finance Officer  
Kevin Gibbs, Bracknell Forest Council  
Damian James, Bracknell Forest Council  
Andy Edwards, Reading Borough Council  
Richard Bisset, Wokingham Borough Council

Apologies for absence were received from:  
Councillor John Harrison, Bracknell Forest Council

**64. Declarations of Interest**

There were no Declarations of Interest.

**65. 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 the 3 March 2022, be approved as a correct record.

**66. Urgent Items of Business**

There were no Urgent Items of Business.

**67. Re3 Waste Partnership Report**

The Joint Waste Disposal Board received the re3 Waste Partnership report which was accompanied by presentations, made to by Jayne Rowley, re3 Finance Officer and Rory Brian, General Manager at FCC.

The presentation was broken down into these three areas:

- Delivery Social Value
- Climate Change and re3 CO2 Emissions
- Waste Composition Analysis

Arising from the presentations, the following points were raised:

- FCC had partnered with Thrive, who were a software platform which enables people and companies to input the values there were delivering in the community and linked back to Government social value models.
- This linked through the Impact Evaluation Standard which was a framework designed to help organisations measure and value their social value activities.
- The metrics were all government based and was fully auditable.
- There were 122 metrics that it linked too and was organised in to five themes.
- FCC had invested in Thrive software and were the only waste management company to do so at present.
- The 122 metrics had been whittled down by FCC to what they believed were the top 25 that covered activities within their operations. This was then divided into four main categories. Tackling Economic Inequality, Increase Supply Chain Resilience, Fighting Climate Change and wellbeing.
- The 2021 social value delivered in re3 had been calculated from direct activities within the re3 areas, this did not include second tier activities such as composting.
- 2022 reporting had commenced which had resulted in more metrics being introduced.
- £18,911,017 worth of social value had been delivered within FCC's activities as part of the partnership, the represented 64% of council spend with FCC Environment delivered in social value.
- There had been significant investment with local organisation and businesses.
- There had been investment in people and training.
- There were local jobs opportunities, with the FCC employing 110 employees and all but 5 lived in the re3 area.
- A format for presenting the data on a quarterly format would be arranged.
- There had been great progress in reducing the Co2 emission in the last 7 years.
- Landfill usage had reduced over the past 7 years.
- The average of Co2 emissions had been 115 kilograms but this had been reduced to an average of 43.82 in the past year. Residual waste had also reduced from 185.88 to 74.4.
- Household waste going to landfill was still producing the biggest Co2 emissions.
- The presentation showed the mix of waste received over the past 7 years.
- Residual waste had reduced considerably since the introduction of food waste. What can be done next was the big question. One option was contaminates, there was a high value of contaminates in the recycling, last year it was 26%.
- A recent piece of work had been undertaken to look at the waste composition analysis.
- FCC worked with Socotec to undertake the waste sampling and analysis. This had been undertaken over 2 weeks in May and June.
- Waste was separated into 27 different categories.
- All three councils selected rounds bases on previous street data from historic analysis.
- Waste based data was used to identify recyclates within the residual waste which was the more representative way that the sampling could be undertaken without sampling every tonne. This allowed for the tonnes of waste within the residual waste to be identified that should and shouldn't be there.
- The 2022/23 waste flow forecast for kerbside residual waste to the transfer facilities was 68,798 tonnes.

- Nearly 32% was recyclates material, 22.4% was food waste, 7.8% was Green waste.
- 62.1%, 42,623 tonnes, should not have been in the residual waste.
- If all recyclates were recycled correctly there would be a saving of £1.45m.
- If all wood was recycled correctly there would be a saving of £53,452.
- If all green tonnage was collected or taken to the waste facilities, there would be a £254,628 saving.
- If all food waste was recycled correctly there would be a saving of £1.55m.
- There was a number of things that the councils could do such as identify measures to encourage residents to place materials in the correct bin and container, provide targeted education to residents, work with the collection teams to devise initiatives and revamp the website and app.
- FCC could assist with updating the website and app, provide area and round specific data, review and assist council ins identifying actions and arranging further sampling

As a result of the groups comments and questions, the following points were made:

- Historically there had been a project looking at a permeant reuse show and would be reviewed. In the meantime, pop up shops, and work with Sue Ryder would be undertaken.
- A number of bikes were received, especially children's bikes, work was done with precycle and Sue Ryder to take any serviceable bikes after a safety check was undertaken. Bikes had also sold very quickly at the pop-up events.
- It had been agreed at a previous meeting, that if members were aware of any charities and groups in their local areas that could benefit from items such as bikes, that this be brought to the Officers, and they would undertake the relevant checks.
- The composting scheme had not been included in the figures presented to the board but would be looked at going forward.
- It was asked whether a more local digester had been sourced, as the current food waste was being taken to Oxfordshire.
- The presentations were interesting and aspirational, but also showed a lot of opportunity.
- The data allowed for targeted coms for specific areas of waste and demographic.
- FCC were asking collectors across the country whether there had been specific campaigns that had worked that could be used.
- All the specific data and detail could be provided to the individual councils.
- A session was being held with officers to go through the data in detail.
- There were actually 62 different categories to break waste down into.

**RESOLVED** that the contents of the report and accompanying presentations are noted.

## 68. **Re3 Progress Report**

The Board received a report on progress in the delivery of the re3 Joint Waste PFI Contract.

The report covered:

- Councillor and Stakeholder Briefing Sessions
- re3 and Council Performance Statistics

- Supermarket Bring Banks
- re3Grow Compost
- Rigid Plastics Recycling Trial
- Mixed Glass
- Communications
- Council Objectives and Performance Information Review

Wider member sessions were being prepared and set up which would allow detail to be provided to members regarding the contact and what this does and what this could look like going forward. It was expected that these would be set up for each Council and it was hoped that dates would be set up by the Autumn meeting.

Sarah Innes reported the performance statistics for all three Council the provisional recycling rates for 2021/2022, these were:

BFC – 56.2%  
 RBC – 51.5%  
 WBC – 54.2%

All three councils had an increase on their rates from the previous year. The main reasons for this were the changes made at kerbside recycling, and the years being compared were the first and second year of the pandemic with more waste being taken to the recycling centres in the past year.

The provisional 2021/22 recycling rates for the re3 recycling centres were presented below alongside a comparison with 2020/21. In 2020/21, recyclable waste received at the re3 recycling centres fell by 33% as a result of the pandemic. It was assumed that the greater increase in residual waste tonnages in 2021/22, may therefore be linked to the changes made at the kerbside.

The re3 Councils had a statutory duty to report Local Authority Collected Municipal Waste via Waste Data Flow. Where a supermarket collects waste through its own private arrangements, the supermarket can voluntarily report data, and this can be included in Waste Data Flow returns. Historically the Sainsbury's Supermarkets within the Bracknell Forest and Wokingham Borough areas have reported tonnages of glass, plastics, cans, paper and cardboard collected at recycling banks located at their stores, however in April that the off-taker had changed and it was confirmed that the plastics, cans, paper and cardboard collected at these banks was no longer recycled. The bring bank arrangements at Sainsbury's supermarkets were entirely separate to the kerbside or bring bank collections undertaken by the councils. The re3 Partnership has no control over how the Sainsbury's waste is processed and no obligation to report this waste. Officers recommend these tonnages should no longer be included in the Council statistics and Officers would add a statement on the re3 website and re3cyclopedia app to ensure that residents are aware of the separation.

10,000 bags of 40L compost were ordered for sale at the Recycling Centre. The sales began in mid-March with more than 5,800 bags having been purchased by residents as of the end of May. The Partnership also launched the Community re3Grow scheme in May 2022. Through this scheme, local community groups could apply to receive free bags of compost to help promote environmental principles. Up to 5000 bags were made available through this scheme and 47 applications were received in May. Officers shared the details from the expression of interest forms with Members of the Joint Waste Disposal Board who approved the majority of the applications. Only 4 applications had been requested in June for compost.

Communications would be promoted inside and outside the Council. Schools had not been included within the scheme because of the number of schools within the re3 area, there was learning now that could be looked at if the scheme was to go forward next year. It was agreed by the Board that schools be looked at and included going forward. The first feedback had been received and photos posted on social media.

The rigid plastics recycling trial had commenced at both Recycling Centres in early July 2021, residents had continued to make good use of the service with over 260 tonnes of rigid plastics having been sent for recycling in the nine months between July and March. Officers were confident that the cost of recycling would remain lower than the cost of landfilling the same material. Although a review of the transport arrangements would continue going forward, it was recommended to Members that this service be made permanent.

re3 glass recycling banks began accepting mixed glass in November 2021. A six-month review took place with the re3 Contractor in May 2022 to review the service. There had been significant fewer overflows over the same period. It had been identified that there were a small number of sites where residents were continuing to separate their glass by colour. Larger stickers had been ordered for these sites, to reduce any confusion and to encourage mixing in the banks.

Lauren Shute reported that she had started producing a contamination video, which was for educational and informational purposes for residents.

A new update had been released to the re3yclopedia phone app at the end of May. The phone app now utilised a new barcode technology, that allowed residents to scan their items to learn how to best recycle them. This had not yet been promoted as there was still an issue with postcodes on the app which was being worked on.

**RESOLVED** that

- i. Members note the contents of the report.
- ii. Members approve the recommendation at 5.20 within the report to discontinue the reporting of Sainsbury's bring bank tonnages and add a statement on the re3 website to highlight the separate nature of the council services.
- iii. Members approve the recommendation at 5.31 of the report to end the rigid plastics recycling trial and make the service a permanent arrangement at both recycling centres.

**69. 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 8 & 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.

**70. Financial Management Report**

The Board received the Finance Report which briefed the re3 Joint Waste Disposal Board on the Partnership's current financial position and confirmed the second draft Budget.

**RESOLVED** that

- i. Members note the forthcoming commencement of an audit, of the re3 arrangements, by the Administering Authority, on behalf of the re3 partnership.
- ii. Members note the Partnership's financial position for 2021/22 year and the current year, 2022/23, to date.
- iii. Members approve the proposal to extend the current arrangements for intra-contract haulage.
- iv. Members indicate their preference for providing initial objectives for the contract pathway.
- v. Members note the contents of the report.

**71. Booking System Information Report**

The Board received the Booking System Information report which briefed the re3 Joint Waste Disposal Board on access arrangements at the re3 recycling centres.

**RESOLVED** that

- i. Members note the contents of this report.
- ii. Members indicate whether any additional information should be presented at the September re3 Board meeting, on this subject and in support of a decision on whether to retain the booking system beyond November 2022.

**72. Date of the Next Board Meeting**

Thursday 29 September 2022

**CHAIRMAN**

**TO: JOINT WASTE DISPOSAL BOARD**  
**29<sup>th</sup> September 2022**

---

## **PROGRESS REPORT**

### **Report of the re3 Project Director**

#### **1 INTRODUCTION**

- 1.1 The purpose of this report is to brief the re3 Joint Waste Disposal Board on progress in the delivery of the re3 Joint Waste PFI Contract.

#### **2 RECOMMENDATIONS**

- 2.1 **That Members note the contents of this report.**
- 2.2 **That Members task the re3 Project Team with delivering the suggested service aspects, as described at 5.5.**
- 2.4 **That Members determine whether the re3 Joint Waste Disposal Board wishes to retain or remove the booking system.**
- 2.3 **That Members consider the proposal for a mattress recycling trial, as described at 5.36.**

#### **3 ALTERNATIVE OPTIONS CONSIDERED**

- 3.1 None for this report.

#### **4 REASONS FOR RECOMMENDATION**

- 4.1 The purpose of this report is to brief Members in relation to progress in delivery of the re3 Joint Waste PFI Contract.

#### **5 PROGRESS IN RELATION TO WASTE MANAGEMENT**

##### **Recycling Centre Booking System**

- 5.1 The re3 partnership introduced a booking system at the recycling centres during the first Covid lockdown in May 2020. This helped the councils to operate the sites safely and ensure that social distancing could be observed.
- 5.2 Officers presented a report setting out data and options relating to the booking system at the meeting of the Joint Waste Disposal Board in June 2021. Members will recall that the general benefits, relative to pre-booking operations, include:
- Reduced queue times for residents and certainty of prompt access
  - Safe access to the transfer station for council vehicles
  - Safe access to neighbouring premises, for local businesses
  - Allocation of staff time to core operational duties, including helping visitors, over queue management
  - More efficient visits by residents (on average, more waste per trip).
- 5.3 At the re3 Board meeting in September 2021, Members approved the retention of the booking system from November 2021.

- 5.4 At the re3 Board meeting in July 2022, Members received a detailed presentation on the current performance of the system, user satisfaction statistics and suggestions for changes to improve the system. Members indicated a number of areas where further information would be welcomed. These have been added to the presentation at Appendix 1. This includes information on digital exclusion, compliance with the booking system, and some additional analysis relating to fly-tipping; all of which were requested by the Board to inform their decision.
- 5.5 Feedback received since the July meeting has indicated that Councillors would like to see steps taken to address concerns about digital exclusion, translation of key information into a wider range of languages (relevant to the re3 area) and a wider advertisement of the system to both communicate its advantages, and to ensure non-users are aware of it. Finally, it is proposed that questions (common to each council) are included within the next corporate customer satisfaction survey by each council. This suggestion is specifically directed at seeking the views of both users and non-users, so the system can reflect both groups of residents.
- 5.6 Following this, Members are invited decide whether the booking system should be retained.

### **re3 and Council Performance Statistics**

- 5.7 The provisional recycling rates for April – August 2022 are presented below alongside a comparison with the same five months of 2021.

<b>April-August</b>	<b>2021/22</b>	<b>2022/23</b>	<b>Decrease</b>
BFC	58.8%	56.2%	2.6%
RBC	52.1%	50.7%	1.4%
WBC	56.6%	54.7%	1.9%

- 5.8 Members will observe a decrease in the recycling rates of all three councils.
- 5.9 In Bracknell, residual waste tonnages have only fallen by 1% whilst recyclables tonnages have fallen by 11%. The biggest overall reduction has been in kerbside green waste, but food waste, mixed dry recycling and bring bank tonnes have also seen reductions.
- 5.10 In Reading, residual waste tonnages have fallen by 3% whilst recyclables tonnages have fallen by 8%. The biggest overall reduction has been in food waste, but mixed dry recycling and bring bank tonnes have also seen reductions.
- 5.11 In Wokingham, residual waste tonnages have fallen by 8% whilst recyclables tonnages have fallen by 15%. The biggest overall reduction has been in garden waste, but mixed dry recycling and bring bank tonnes have also seen reductions.
- 5.12 A full breakdown of the tonnages is shown in Appendix 2, alongside some further narrative.
- 5.13 Officers will continue to monitor and report the recycling rates and any national trends.

### **Recycling Centre Bag Splitting**

- 5.14 In April 2016, Members endorsed a proposal for bags of waste, received at the recycling centre, to be opened by HWRC staff. This was to allow recyclable materials

to be sorted and diverted away from the residual waste stream.

- 5.15 The initiative was implemented successfully for a number of years. However it was necessary to suspend it in 2020, to help prevent the spread of Covid-19. Following discussions with the re3 Contractor, Officers now propose that this activity recommence.
- 5.16 Officers requested that a trial be undertaken to establish the level of recyclables currently present in the bagged waste received at the recycling centres. Samples were taken over the course of a week and the results are presented in Appendix 3. Members will observe that paper, card and plastics made up a high percentage of the recyclables found. A large quantity of textiles were also present.
- 5.17 The weight of bagged waste as a proportion of the total HWRC residual waste is not accurately known. However the re3 Contractor estimates that this could be in the region of 15%. If we assume that half of this could be extracted for recycling, it is estimated that this activity could add between 0.2% and 0.4% to each Council's recycling rate.
- 5.18 The recommencement of the bag splitting initiative will be a good chance to review the process and ensure that the activity acts as a means of education, as well as extracting recyclables.
- 5.19 Residents will be able to stay and observe the bag splitting process. The data collected about the types of recyclables identified will also be used to inform communication messages which can be used to encourage residents to self-segregate their waste.
- 5.20 Members should note that the re3 Contractor is planning to undertake some bioaerosol testing at the recycling centres, to determine the levels present and the Personal Protective Equipment (PPE) required. Bioaerosols (including airborne fungi and bacteria) can be generated during the separation of municipal waste and result in respiratory health issues for staff, when not properly controlled. Officers will therefore keep the initiative under review.
- 5.21 HSE guidance states that HWRC operators should provide the same standard of PPE for anyone sorting black bag waste. Separate HSE and WISH guidance currently requires staff to use face-fitted masks due to the presence of bioaerosols. As these cannot be provided to the public, options for residents to sort their own waste at the sites, have not been put forward at this time. Residents will be invited to observe the process from a distance.

### **Persistent Organic Pollutants**

- 5.22 Persistent Organic Pollutants (POPs) can have harmful impacts for the environment and human health, by accumulating in the fatty tissues of humans and animals.
- 5.23 The impact of POPs was recognised in the 2004 Stockholm Convention, a global treaty which recognised the impact on human health and the environment. To prevent this impact, the Persistent Organic Pollutant Regulations 2007, require that waste containing POPS must be destroyed through incineration.
- 5.24 An investigation by the Environment Agency (EA) has found large quantities of POPs in upholstered domestic seating. These come from chemicals used as flame retardants in seat covers and foams. As a result, the EA has written to waste authorities advising that any item of upholstered domestic seating waste (including those such as sofas, foot stools, dining room chairs, armchairs and bean bags) must be managed as POPS

waste, unless it can be demonstrated that the items do not contain these.

- 5.25 Other waste can also become contaminated with POPs when an upholstered item is damaged. For example, when some of the upholstery (e.g. foam or lining) is released, or the underside of the cover is contact with other items. The EA therefore requires that waste authorities take all reasonable steps to keep items containing POPS separate from other wastes during collection, storage and treatment. The requirement will consequently include the need for separate collection points at the recycling centre and segregated collection of fly-tips or bulky waste.
- 5.26 As members may be aware, bulky waste items cannot be accepted at most EfW facilities. As a result, upholstered furniture and other contaminated items will first need to be shredded. This must take place in an appropriate building where dust and other particles can be prevented from escaping.
- 5.27 In cases where waste containing POPs is mixed with waste not containing POPs, all of the waste must usually be managed as POPs, unless the undamaged items can be extracted. In order to minimise the quantities of waste that need to be treated via this process (at expected additional cost), it is therefore especially important that any mixing of POPs and non-POPs waste is prevented.
- 5.28 The EA has asked waste authorities and their contractors to confirm that their waste management practices for this material are compliant before the end of this calendar year. An assessment of compliance will then take place in January 2023.
- 5.29 The re3 Partners are in the process of working together to put together a response for the EA.
- 5.30 Alongside this, the waste industry is currently lobbying the EA to extend the timescale for implementation as there are presently very few facilities with the capacity to accept this waste for processing. There could also be significant implications for the collection and storage of waste; including at re3. In addition, there is currently some uncertainty about the date from which the landfilling of these items will be banned.
- 5.31 Officers will seek to provide an update on the situation at a subsequent meeting.

### **Mattress Recycling**

- 5.32 The re3 Partnership is always seeking ways in which to divert items from landfill, and a recycling option has been identified for the mattresses delivered to the recycling centres.
- 5.33 The mattresses would go to a facility in London, where they would be deconstructed by hand, and separated into their component parts such as steel and cotton. When deconstructed by this process, 79% of the mattress can be recycled.
- 5.34 This would be at a cost of approximately £6 per mattress; for collection, transport and processing. It is estimated that there are approximately 45 mattresses to a tonne, so this would equate to around £240-£270.
- 5.35 The last compositional analysis of residual waste at the recycling centre took place in 2019. This indicated that mattresses made up approximately 3.4% of residual waste at Smallmead and 2.2% of residual waste at Longshot Lane. Based on tonnage data from 2021/22, the recycling of these items could therefore add around 0.1-0.2% to each council's recycling rate.

- 5.36 This option to recycle re3 mattresses would be more expensive than sending them to landfill, which currently stands at £154.80 per tonne. In addition, it should be noted that the conditions applied to upholstered furniture (as described from 5.18), in relation to Persistent Organic Pollutants, could later be extended to mattresses and other materials.
- 5.37 In the event that Members are interested in exploring this option further, Officers propose that a trial be undertaken at the recycling centres. This would provide better information about the number of mattresses received, and the time required to obtain the minimum (50) required for a collection. It would also enable the service of the recycler to be established and a full duty of care audit to be conducted via a site visit.
- 5.38 The mattress reprocessor has been using a shredder to deconstruct the mattresses during the Covid-19 pandemic, and only 45% of the mattress can be recycled via this route. The remainder is used as fuel in a cement kiln. As a result it is proposed that any trial commences when the manual process has resumed. This is anticipated to be within the next few months.

### **Sue Ryder Project**

- 5.39 The re3 Partnership has been working with the Sue Ryder charity since 2011. The charity provides palliative and neurological care, as well as bereavement support.
- 5.40 The charity currently collects reusable bric-a-brac and furniture from the recycling centres to sell in local shops. In addition, the charity collects bicycles which have been deposited at the sites. These are taken to HMP The Mount, in Hertfordshire, where they are cleaned, repaired and serviced, before being taken for sale at Sue Ryder shops, including those in Sandhurst and Reading. Between April and July 2022, 447 bikes were collected for repair at the prison.
- 5.41 The partnership with Sue Ryder has social, environmental and financial benefits and Officers approached the charity to discuss potential options for more of our bulky items.
- 5.42 As a result, Sue Ryder have requested more solid wooden items such as tables and cupboards. These would be taken to HMP The Mount, to be cleaned, shaved and sanded, and made into new items, such as chopping boards. Small offcuts of wood would be bagged up and sold as kindling.
- 5.43 As well as generating an income for the charity, this should help benefit the residents of the prison, through providing skills and qualifications that may be used upon their release.
- 5.44 Officers will draft up a Service Level Agreement and it is anticipated that the collections may start in within the next few weeks.
- 5.45 The wooden items used for the project will initially be sourced from the council's bulky waste collections, after the waste has been deposited in the transfer stations.

### **Contractor Appraisal**

- 5.46 Since the time the re3 PFI contract was negotiated, the operating environment for local government has changed significantly. To supplement the contractual management of performance, and to reflect contemporary expectations and requirements, the re3 Partnership developed a Contractor Support Appraisal.
- 5.47 Through the process, the Contractor's Performance has been scored under a number

of different categories. Feedback for 2021/22 was sought from colleagues at each of the three councils for inclusion and any scores of 6 or above represent adequate support.

- 5.48 The full appraisal is provided at Appendix 4.
- 5.49 Members will observe that the Contractor has again been supportive of the re3 Partnership in terms of strategic development in the 2021/22 year. They have also provided support for communication activities and operated the sites safely during the course of the Covid-19 pandemic.
- 5.50 Of the 21 areas covered by the Contractor Support Appraisal, only 1 scored a 5 or below. The re3 Contractor is required to self-monitor performance in relation to the Performance Mechanism. This is an area in which Council Officers need to provide enhanced input in order to deliver expected outcomes.

### **Communications**

- 5.51 After the Community re3Grow Scheme was launched in May, various community groups in the re3 area were awarded free bags of re3grow compost. The scheme was initially scheduled to end in July, but the scheme has now been extended until the end of October due to the quantity of compost leftover. The scheme has also now been opened to local schools in the re3 area.
- 5.52 Re3 have now received feedback from the local community groups who were awarded free compost in May, June & July. The re3Grow compost has been used for a range of exciting purposes, such as growing food for ReadiFood Food Banks, sprucing up local community gardens and helping volunteers learn new gardening skills. A newsletter has been drafted highlighting some of the feedback & a news article has been drafted for the re3 website.
- 5.53 Re3 have planned a series of communications for Recycling Week 2022. The theme of this year's recycling week is 'Lets Get Real About Recycling' and focuses on dispelling myths about recycling. Recycling Week was originally scheduled for the 19<sup>th</sup> – 25<sup>th</sup> September but has now been postponed due to the bank holiday, for the funeral of Queen Elizabeth II. The communications are ready to be sent once the week is rescheduled.
- 5.54 The correct postcode data has now been sent to the re3yclopedia app developers, as previously some postcodes in the re3 wouldn't yield any results when entered into the app. This should hopefully solve the issue.

## **6 ADVICE RECEIVED FROM ADMINISTERING AUTHORITY**

### Head of Legal Services

- 6.1 None for this report.

### Corporate Finance Business Partner

- 6.2 None for this report.

### Equalities Impact Assessment

- 6.3 None.

Strategic Risk Management Issues

6.4 None

Climate Impact Assessment

6.5 None.

**7 CONSULTATION**

7.1 Principal Groups Consulted

Not applicable.

7.2 Method of Consultation

Not applicable.

7.3 Representations Received

Not applicable.

Background Papers

December 2021 re3 Board

Contacts for further information

Sarah Innes, re3 Monitoring and Performance Officer  
0118 937 3459  
sarah.innes@reading.gov.uk

Oliver Burt, re3 Project Director  
0118 937 3990  
oliver.burt@reading.gov.uk

**APPENDIX TWO – WASTE TONNAGE BREAKDOWN**

**Bracknell Tonnes**

Source		2021/22	2022/23	Tonnage Change	Percentage Change	Notes
Residual Waste	Kerbside Residual	6782.82	6565.48	-217.34	-3%	
	HWRC Residual	905.47	1042.37	136.90	15%	
	Other Residual	391.35	318.89	-72.46	-19%	Mainly change in street sweeping reporting
	MDR Rejections	673.41	728.02	54.61	8%	
	HWRC Non-Recycled	97.47	99.08	1.61	2%	
Recyclable Waste	Kerbside MDR	2546.47	2174.20	-372.27	-15%	
	Other Council Collected	222.72	339.81	117.09	53%	Mainly change in street sweepings
	Bring Banks	1645.26	1312.85	-332.42	-20%	Mainly reduced glass
	HWRC Card	182.63	186.36	3.72	2%	
	HWRC Scrap metal	257.77	271.97	14.19	6%	
	HWRC Wood	795.21	834.87	39.65	5%	
	HWRC WEEE	250.43	254.63	4.20	2%	
	HWRC Other	199.36	224.62	25.26	11%	Mainly increased due to the introduction of rigid plastics
Composting	Kerbside Food	2567.36	2251.78	-315.58	-12%	
	Kerbside Garden	3138.12	2445.00	-693.12	-22%	
	HWRC Garden	720.67	708.19	-12.48	-2%	
	Other	91.84	207.08	115.24	56%	Mainly change in street sweepings

**Summary**

		2021/22	2022/23	Tonnage Change	Percentage Change
Total		21468.38	19965.19	-1503.19	-7%
By Waste	Residual	8850.52	8753.84	-96.68	-1%
	Recyclable and Compostable	12617.86	11211.35	-1406.51	-11%
By Source	HWRC Total	3409.03	3622.09	213.06	6%
	Kerbside Total	15708.18	14164.48	-1543.70	-10%
	Bring Banks	1645.26	1312.85	-332.42	-20%
	Other	705.91	865.78	159.87	23%

Reading Tonnages

Source		2021/22	2022/23	Tonnage Change	Percentage Change	Notes
Residual Waste	Kerbside Residual	9123.22	8997.68	-125.54	-1%	
	HWRC Residual	981.58	853.33	-128.25	-13%	
	Other Residual	688.84	476.74	-212.10	-31%	Mainly a reduction in litter and street sweepings
	MDR Rejections	835.89	966.25	130.36	13%	
	HWRC Non-Recycled	72.97	92.21	19.24	21%	Mainly increased due to tyre load out
Recyclable Waste	Kerbside MDR	3156.71	2885.09	-271.62	-9%	
	Other Council Collected	264.86	91.76	-173.10	-65%	Mainly a reduction street sweepings
	Bring Banks	1438.48	1204.15	-234.33	-16%	Mainly reduced glass - but textiles too.
	HWRC Card	175.61	178.61	3.00	2%	
	HWRC Scrap metal	284.82	283.73	-1.09	0%	
	HWRC Wood	878.84	974.53	95.69	10%	
	HWRC WEEE	258.04	264.07	6.03	2%	
	HWRC Other	241.22	255.89	14.67	6%	Mainly increased due to the introduction of rigid plastics.
Composting	Kerbside Food	3197.98	2699.21	-498.78	-16%	
	Kerbside Garden	1869.06	2019.15	150.09	8%	
	HWRC Garden	869.32	682.62	-186.70	-21%	
	Other	82.02	156.51	74.49	48%	Mainly an increase in schools' food waste

19

Summary

		2021/22	2022/23	Tonnage Change	Percentage Change
Total		24419.46	23081.53	-1337.93	-5%
By Waste	Residual	11702.51	11386.22	-316.29	-3%
	Recyclable and Compostable	12716.95	11695.31	-1021.64	-8%
By Source	HWRC Total	3762.40	3585.00	-177.40	-5%
	Kerbside Total	18182.86	17567.37	-615.49	-3%
	Bring Banks	1438.48	1204.15	-234.33	-16%
	Other	1035.72	725.01	-310.71	-30%

**Wokingham Tonnages**

Waste	Source	2021/22	2022/23	Tonnage Change	Percentage Change	Notes
Residual Waste	Kerbside Residual	10799.54	9945.92	-853.62	-8%	
	HWRC Residual	1618.69	1372.61	-246.08	-15%	
	Other Residual	684.48	545.22	-139.26	-20%	Mainly a reduction in litter and street sweepings
	MDR Rejections	850.24	954.95	104.70	11%	
	HWRC Non-Recycled	147.99	143.64	-4.35	-3%	
Recyclable Waste	Kerbside MDR	3244.42	2852.15	-392.26	-12%	
	Other Council Collected	402.30	281.57	-120.73	-30%	A reduction in street sweepings
	Bring Banks	1777.35	1632.99	-144.36	-8%	Mainly reduced glass - but textiles too.
	HWRC Card	306.38	265.32	-41.05	-13%	
	HWRC Scrap metal	465.65	404.85	-60.80	-13%	
	HWRC Wood	1434.19	1316.94	-117.24	-9%	
	HWRC WEEE	446.67	383.29	-63.38	-17%	Mainly a reduction in large WEEE
	HWRC Other	381.66	352.67	-28.99	-8%	Down across a range of items
Composting	Kerbside Food	2644.85	2591.06	-53.79	-2%	
	Kerbside Garden	5797.20	4469.26	-1327.94	-23%	
	HWRC Garden	1367.49	1011.24	-356.26	-26%	
	Other	99.74	69.08	-30.67	-44%	A reduction in street sweepings

20

**Summary**

		2021/22	2022/23	Tonnage Change	Percentage Change
Total		32468.83	28592.76	-3876.07	-12%
By Waste	Residual	14100.94	12962.33	-1138.60	-8%
	Recyclable and Compostable	18367.89	15630.42	-2737.47	-15%
By Source	HWRC Total	6168.71	5250.56	-918.15	-15%
	Kerbside Total	23336.25	20813.34	-2522.91	-11%
	Bring Banks	1777.35	1632.99	-144.36	-8%
	Other	1186.52	895.86	-290.65	-24%

**Waste Tonnage Narrative**

<b>Point</b>	<b>Description</b>
<b>1</b>	Total household waste arisings have reduced for all three councils. This may be related to the costs of living.
<b>2</b>	The recyclable waste tonnages have reduced more than the residual waste tonnages, leading to the drop in overall recycling rates.
<b>3</b>	Most of the tonnage reduction has been seen at the kerbside.
<b>4</b>	Food waste tonnes have reduced across all three councils, but especially in Bracknell and Reading, where the collections were new last year. One factor may be increased consciousness of food waste as a result of participation in the service. Another factor may be the cost of living.
<b>5</b>	All three councils have also seen a reduction in their Mixed Dry Recycling (MDR tonnages), but there has also been an increase in the contamination levels seen overall.
<b>6</b>	Garden waste tonnages have fallen, and this could be linked to the recent dry weather. Although the kerbside tonnages in Reading appear to have increased, it should be noted that the collection service was suspended for a period during 2021.
<b>7</b>	Bring bank glass tonnages are declining but are still above pre-pandemic levels, so could continue to fall.
<b>8</b>	Overall, the tonnages of waste received at the recycling centres are lower than seen in the same period last year. The tables show an increase in many recyclables at Bracknell and Reading, but not at Wokingham. This relates to changes in tonnage allocation, linked to patronage data.
<b>9</b>	The tables show an increase in HWRC residual waste at Bracknell, but not in the other two councils. Compared to the same period last year, the Longshot Lane recycling centre has seen a slight drop in recycling rate (71.8% to 69.7%), whilst the Smallmead recycling centre has seen a slight increase (72.6% to 74.1%). However these rates can be affected by the timings at which the waste is weighed out of site.



**APPENDIX FOUR – CONTRACTOR SUPPORT APPRAISAL (2021/22)**

	Category	Criteria	Detail	Rating (out of 10)
1	Contract Delivery	Knowledge of Contract	Has a practical, client conscious and accurate understanding of the contract been demonstrated in each circumstance where such understanding was required?	6
		Adherence to Contract	Default compliance with the terms of the contract is important. Where contractual interpretation is perceived to be necessary has it been undertaken with full involvement of the client team and at the earliest opportunity?	7
		Monitoring and Reporting	Has the Contractor accurately monitored and reported performance throughout the Contract Year?	4
		KPI's	Is performance against KPIs managed appropriately? Are performance deductions and default points accepted where evidenced?	6
		Contract Administration	Has the Contractor provided all contract documents required to be provided in the relevant Contract Year, complete according to specification or agreement, on time?	6
		Maintenance	Are the facilities and assets maintained according to relevant specifications and/or contractual requirements? Are accurate records held and available to the client?	6
		Operations	Are operational (working) visitors treated respectfully? Does the Contractor exemplify on-site behaviours which support high standards, safe working and the performance outcomes in keeping with our collective expectations of this Contract?	8
2	Financial Delivery	Accurate Reporting	Have invoices and reconciliations been submitted with a high degree of accuracy? Were errors obvious or avoidable? Have actual outputs been consistent with forecasts?	8
		Timely Reporting	Were invoices and reconciliations submitted on time? Were queries and information requests from the client given prompt attention?	8
		Transparency	Has supporting information been freely available to the client? Can operational decisions be supported with evidence of Best Value in accordance with the Contract?	8
		Delivering Value	Does the Contractor provide financial support and expertise as needed? Does the Contractor use their industry knowledge and resource to minimise costs and maximise returns to the client?	6
3	Strategic Support	Support for re3 Strategy	Has the Contractor actively and purposefully supported the aims of the re3 Strategy?	9

		Collaboration	Has the Contractor supported and/or facilitated initiatives which are of importance to the re3 Partnership?	8
		Brand and Image	Does the Contractor adhere to the re3 and individual Council branding guidelines, like the correct usage of logos? Are staff aware of how they may be perceived by their words and actions when dealing with residents and other contractors, and when they are effectively representing the partnership Councils? Are staff aware that they can help in protecting the re3 brand and image by reporting any feedback they may have come across on social media?	7
		Marketing and Communications	Is the Contractor supportive of re3 marketing and communication campaigns? Does the Contractor update the website promptly and according to requirements? Are all media opportunities, visit or media requests to the Contractor shared with re3?	8
4	Customer Care	Residents (on site)	Does the Contractor interact with residents constructively about re3 facilities? Do staff at the re3 facilities exemplify the expectations of the re3 Partnership for residents to experience high quality services?	6
		Residents (in writing)	When replying to correspondence (as required and including emails), does the Contractor communicate in a manner which is constructive, open and appropriate?	7
		Residents (phone)	Does the Contractor manage phone communications appropriately so that residents are informed, supported and able to proceed correctly following a single call?	7
5	Industry Leadership	Service Development	Has the Contractor delivered continuous service development and improvement throughout the relevant year?	8
		Business Analysis	The Contract is a Partnership. Has the Contractor shared its analysis of the business environment in order that the re3 Partnership can support mutually beneficial performance improvements, commercial initiatives and safe working practices?	9
		Innovation	Has the Contractor incorporated innovations from within its own, wider corporate structure, or the waste industry in general, which facilitate the delivery of savings to the re3 Partnership, add value or improve efficiency?	9



# RECYCLING CENTRE BOOKING SYSTEM

25

1. Access
2. Benefits
3. Concerns

**29<sup>TH</sup> SEPTEMBER 2022**

# BACKGROUND

- Booking System introduced to manage reopening of Household Waste Recycling Centres, after lockdown (Spring 2020).
- 26 - Benefits to the experience of visitors apparent throughout subsequent periods, and in the absence of social distancing.
- The booking system was procured by RBC and is used for appointments at the Civic Offices and the new free bulky waste collection service.
- The booking system is used by residents and the call centres to book in advance or same-day appointments.



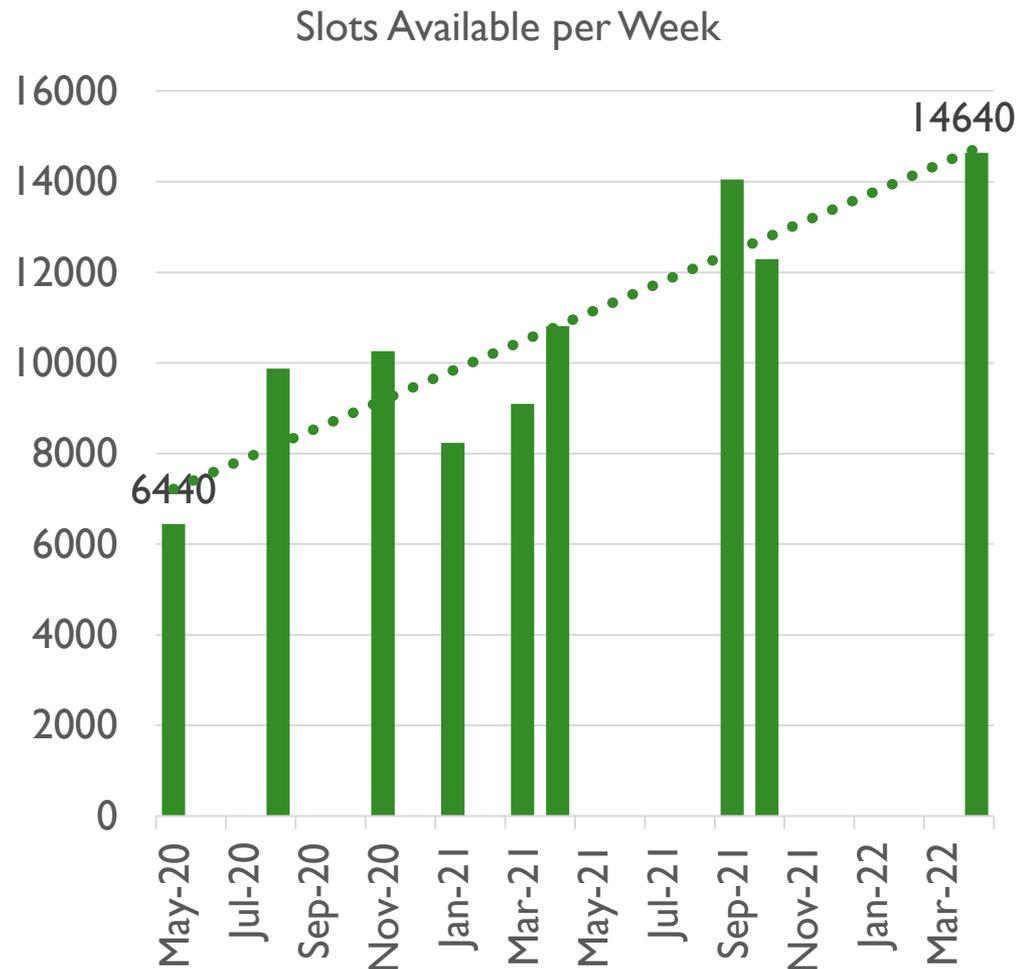
27

# ACCESS

CLASSIFICATION: OFFICIAL

# HISTORY OF THE BOOKING SYSTEM

Date	Change	Reason
May-20		Original Numbers
Aug-20	Increase	Introduction of full profiling system
Nov-20 <sup>28</sup>	Increase	Review and move to JRNI Booking System
Jan-21	Decrease	New lockdown and covid variant
Mar-21	Increase	Schools reopened
Apr-21	Increase	Review and move to summer opening hours
Sep-21	Increase	Amendment following summer trials
Oct-21	Decrease	Move to winter opening hours
Apr-22	Increase	Return to 8pm closing



# SLOT AVAILABILITY

	<b>April 2019 Visits</b>	<b>April 2022 Slots</b>	<b>Percentage</b>
29 <b>Smallmead</b>	35705	31584	88%
<b>Longshot Lane</b>	40991	31236	76%
<b>Total</b>	76696	62820	<b>82%</b>

# SLOT AVAILABILITY

30

Jul-22	Bookings Available	Used	Unused	% Unused
Smallmead	33012	26340	<b>6672</b>	20%
Longshot Lane	32664	25905	<b>6759</b>	21%

ONLY 9% OF SURVEY RESPONDENTS SAID THAT THEY FOUND IT HARD TO GET A SLOT WHEN THEY NEEDED ONE.

### Smallmead – March Bookings

	MONDAY	TUESDAY	WEDNESDA	THURSDAY	FRIDAY	SATURDAY	SUNDAY
8:00am	58%	54%	44%	43%	66%	86%	68%
8:30am	34%	27%	18%	20%	39%	70%	56%
9:00am	57%	35%	52%	48%	67%	83%	84%
9:30am	80%	82%	95%	77%	100%	99%	85%
10:00am	97%	100%	100%	100%	99%	99%	100%
10:30am	86%	98%	96%	97%	100%	100%	97%
11:00am	99%	100%	97%	100%	100%	100%	100%
11:30am	96%	93%	89%	88%	100%	100%	100%
12:00pm	100%	99%	95%	94%	100%	100%	100%
12:30pm	95%	90%	99%	94%	100%	100%	100%
1:00pm	98%	91%	95%	97%	100%	100%	100%
1:30pm	83%	82%	87%	78%	97%	91%	93%
2:00pm	99%	100%	96%	96%	99%	100%	100%
2:30pm	95%	97%	80%	83%	100%	80%	90%
3:00pm	92%	86%	69%	75%	89%	100%	100%
3:30pm	80%	70%	69%	57%	88%	86%	100%
4:00pm	90%	76%	73%	67%	85%	98%	100%
4:30pm	83%	69%	69%	57%	67%	91%	100%
5:00pm	95%	74%	74%	76%	82%	100%	100%
5:30pm	100%	100%	100%	100%	100%	100%	100%

### Longshot Lane – March Bookings

	MONDAY	TUESDAY	WEDNESDA	THURSDAY	FRIDAY	SATURDAY	SUNDAY
8:00am	63%	69%	48%	46%	60%	73%	60%
8:30am	57%	58%	53%	30%	46%	74%	64%
9:00am	71%	67%	60%	63%	64%	92%	74%
9:30am	99%	100%	80%	71%	86%	88%	79%
10:00am	100%	100%	95%	96%	97%	100%	100%
10:30am	100%	100%	91%	89%	95%	100%	100%
11:00am	100%	99%	100%	100%	99%	100%	100%
11:30am	99%	100%	97%	94%	94%	100%	100%
12:00pm	99%	100%	97%	90%	98%	100%	100%
12:30pm	100%	100%	90%	75%	92%	100%	98%
1:00pm	99%	100%	89%	86%	93%	96%	99%
1:30pm	98%	100%	81%	80%	88%	72%	86%
2:00pm	100%	100%	100%	99%	100%	99%	100%
2:30pm	99%	97%	94%	98%	100%	81%	98%
3:00pm	100%	100%	87%	96%	100%	98%	100%
3:30pm	99%	86%	79%	87%	90%	81%	99%
4:00pm	92%	99%	88%	90%	97%	99%	100%
4:30pm	96%	83%	73%	83%	94%	99%	100%
5:00pm	96%	84%	72%	70%	90%	100%	100%
5:30pm	100%	100%	99%	97%	100%	100%	100%

# SAME DAY BOOKINGS

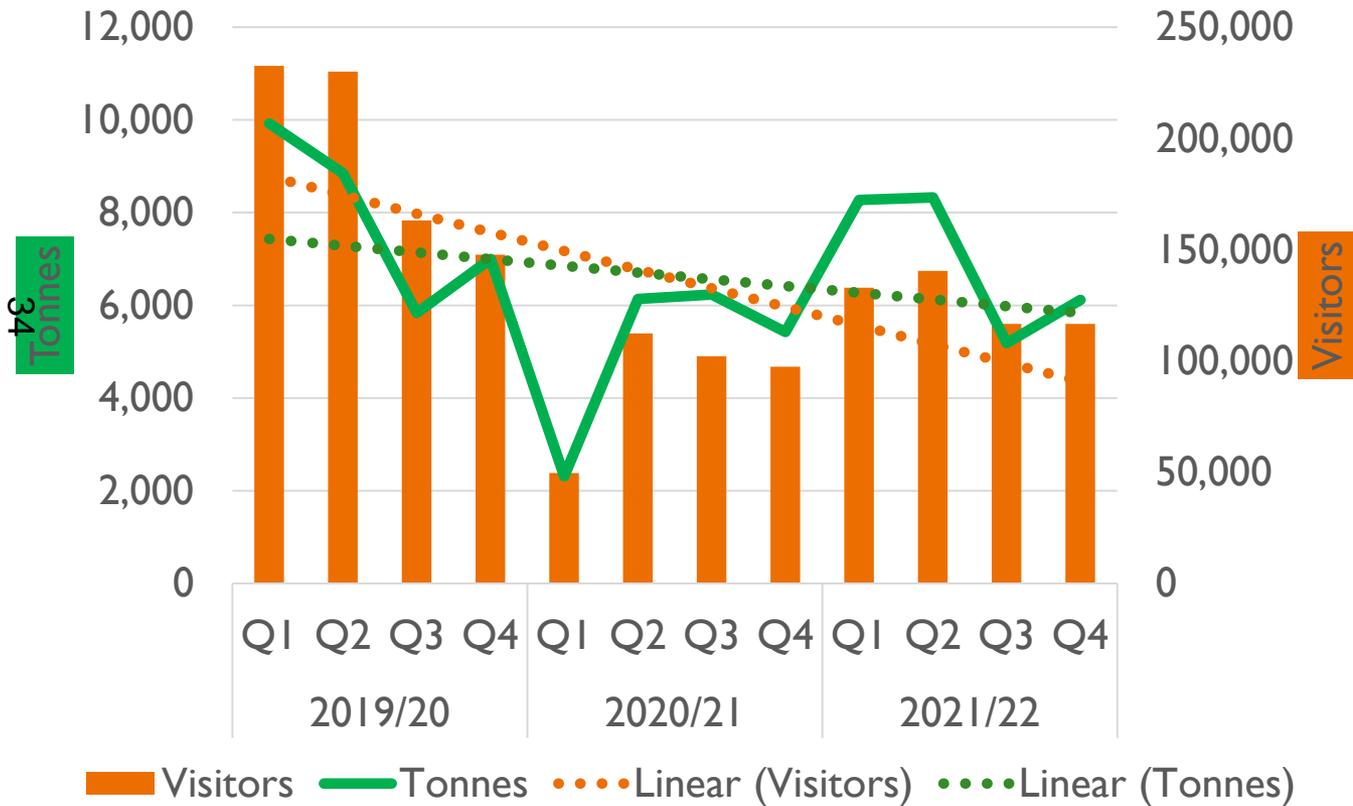
March Bookings (Both Sites)



# BOOKING - COMPLIANCE

<b>W/C 1st August 2022</b>		<b>Smallmead</b>	<b>Longshot Lane</b>
<b>Tipped</b> 33	Compliant Visit	97.7%	98.8%
	Booking Made Whilst on Site	0.22%	0.39%
	Allowed In Without Booking	1.63%	0.49%
<b>Turned Away</b>	No Booking	0.06%	0.18%
	Other	0.41%	0.16%

# MORE EFFICIENT VISITS



**2019/20 vs  
2021/22**

13%  
reduction in  
tonnages

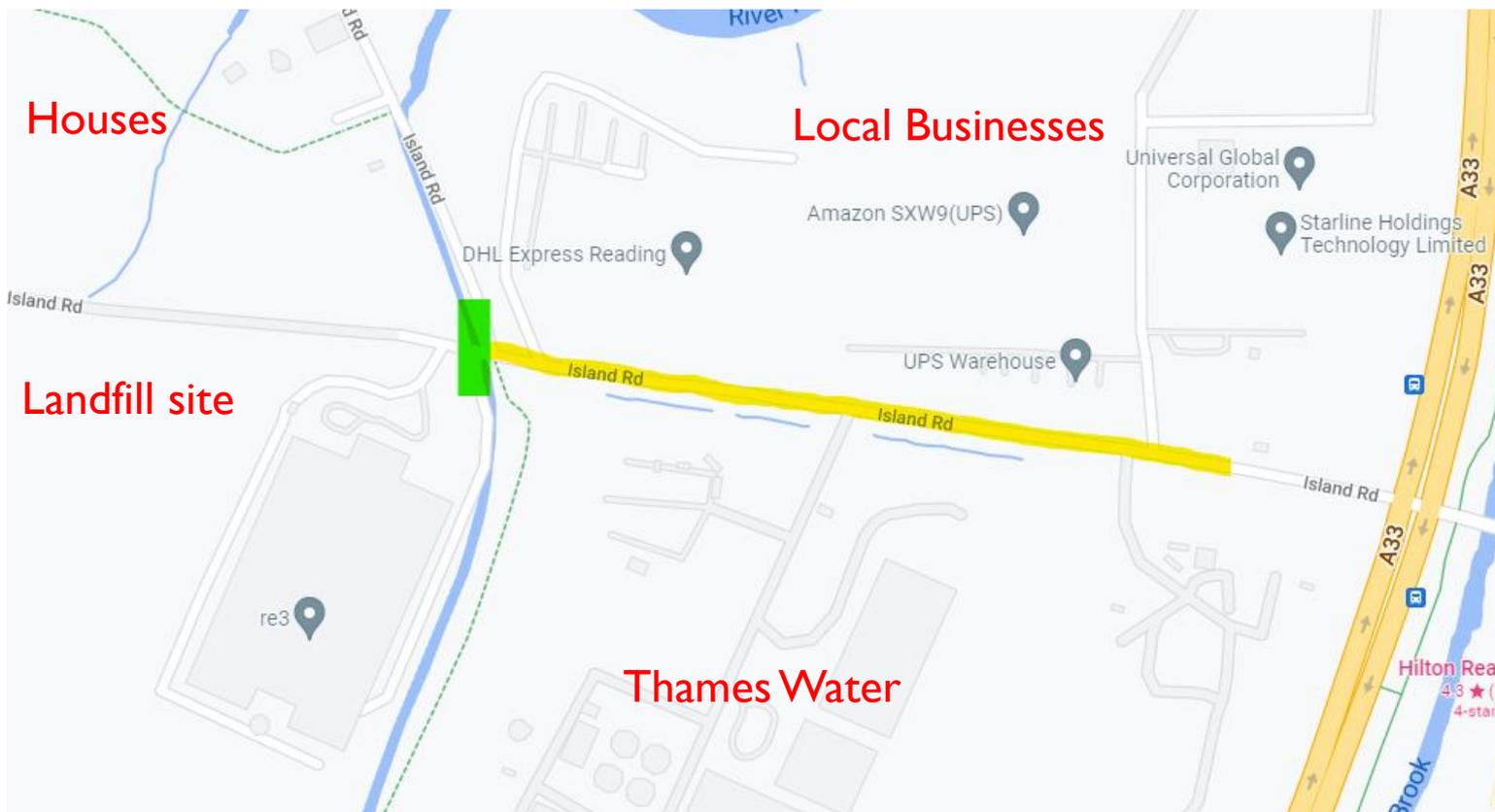
34%  
reduction in  
visitors



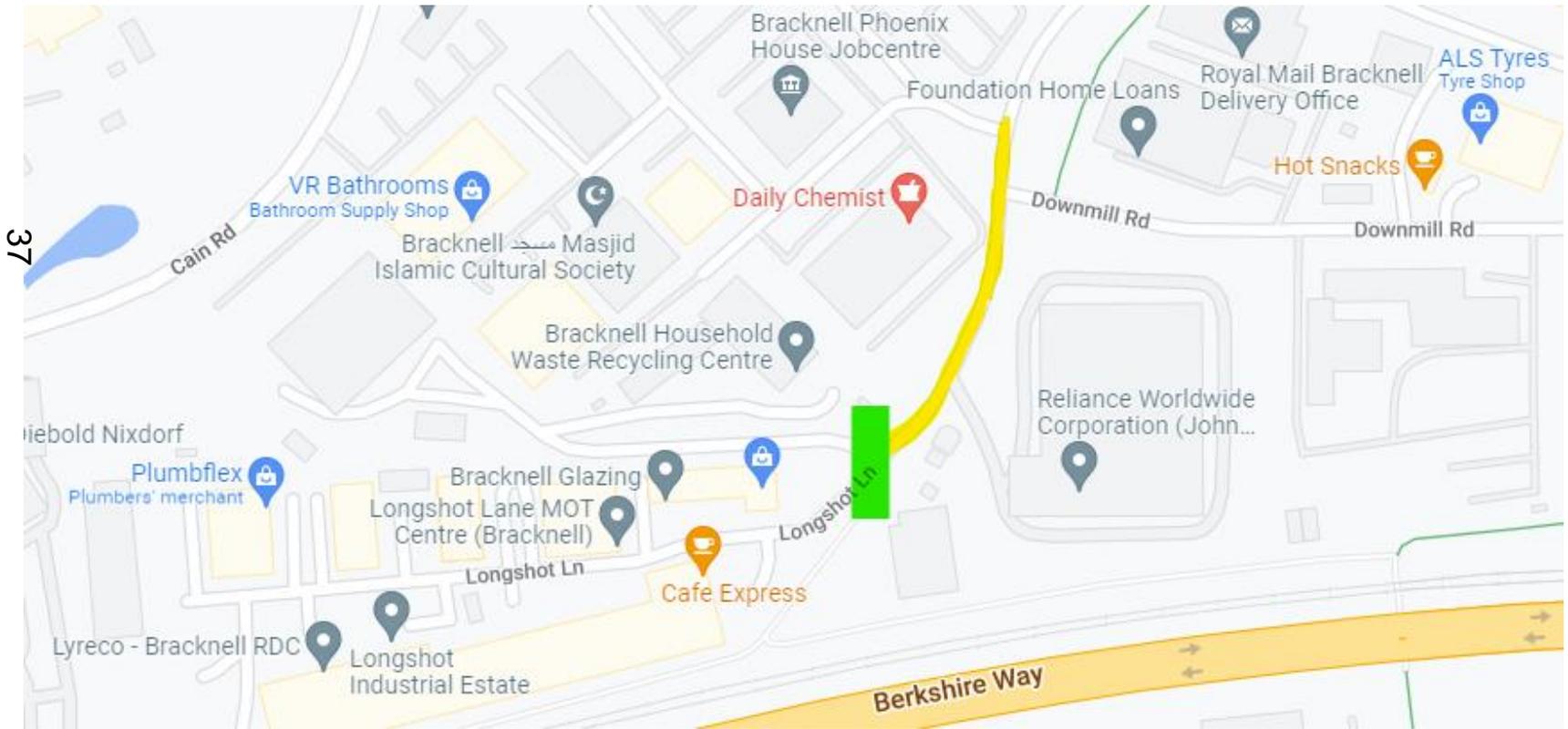
# BENEFITS

# ISLAND ROAD

36



# LONGSHOT LANE



# 87% OF SURVEY RESPONDENTS SAID THAT THEY EXPERIENCE SHORTER QUEUES WITH THE BOOKING SYSTEM IN PLACE



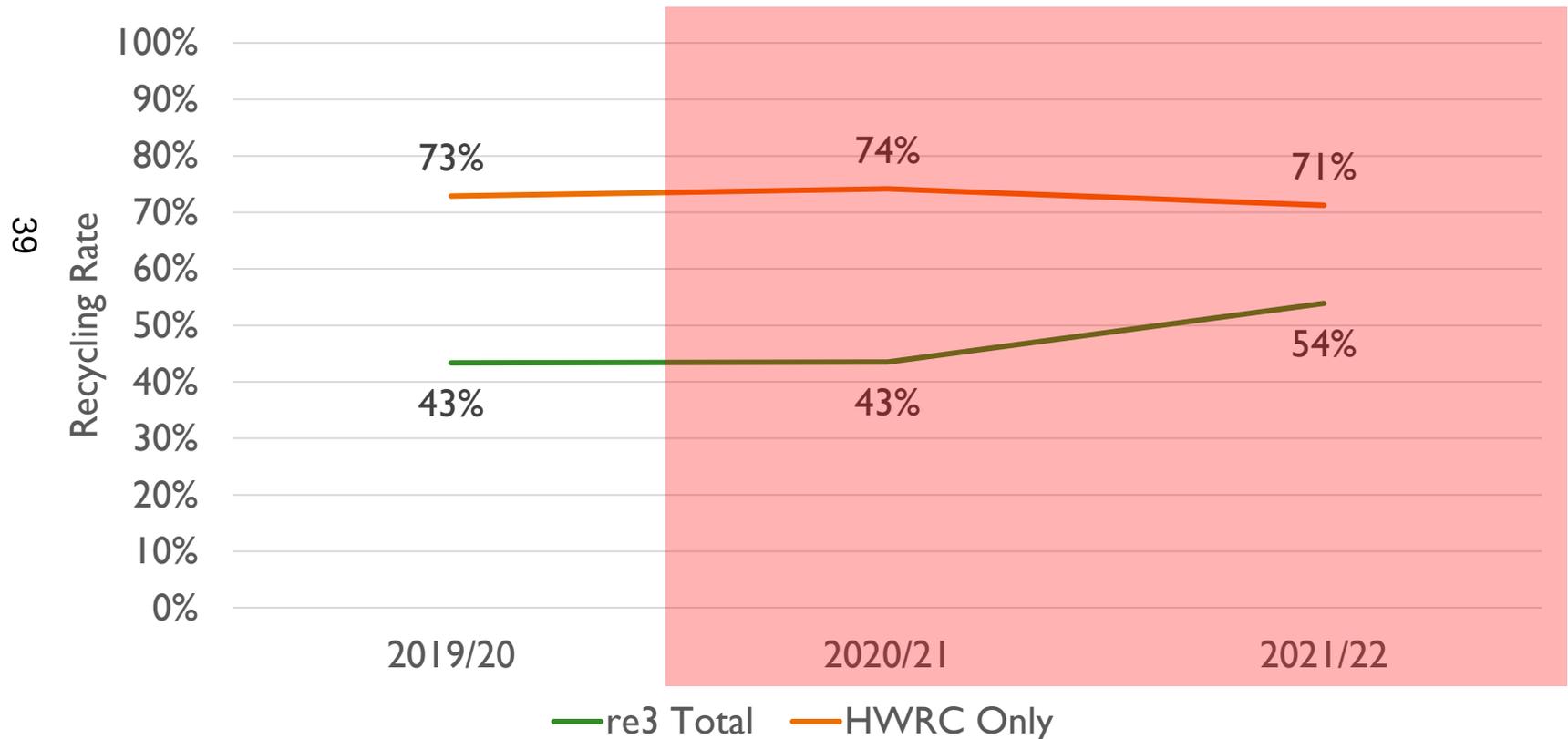
+



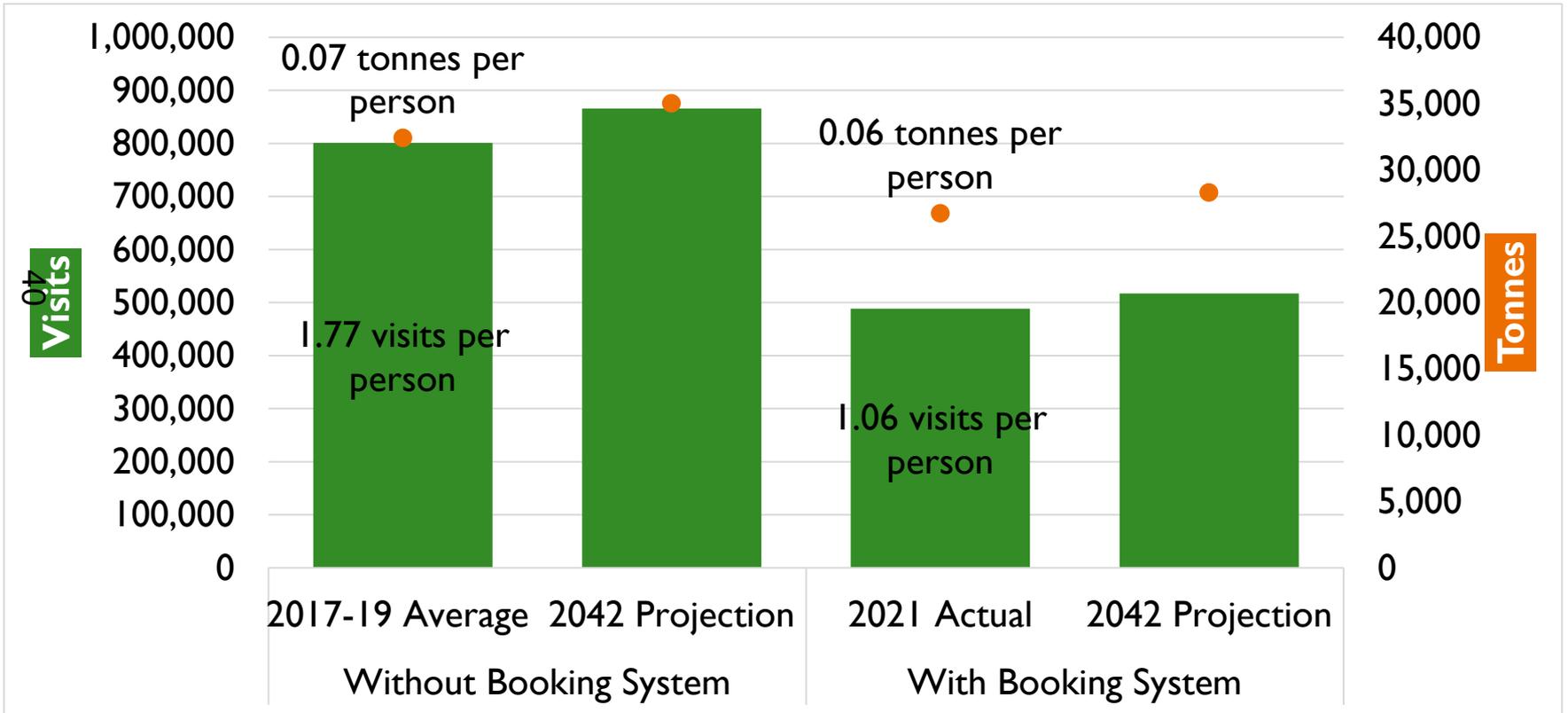
VS



# 78% OF SURVEY RESPONDENTS SAID THAT IT IS EASIER TO RECYCLE WITH THE BOOKING SYSTEM IN PLACE



# RESPONDING TO POPULATION GROWTH



## OTHER BOOKING SYSTEM BENEFITS

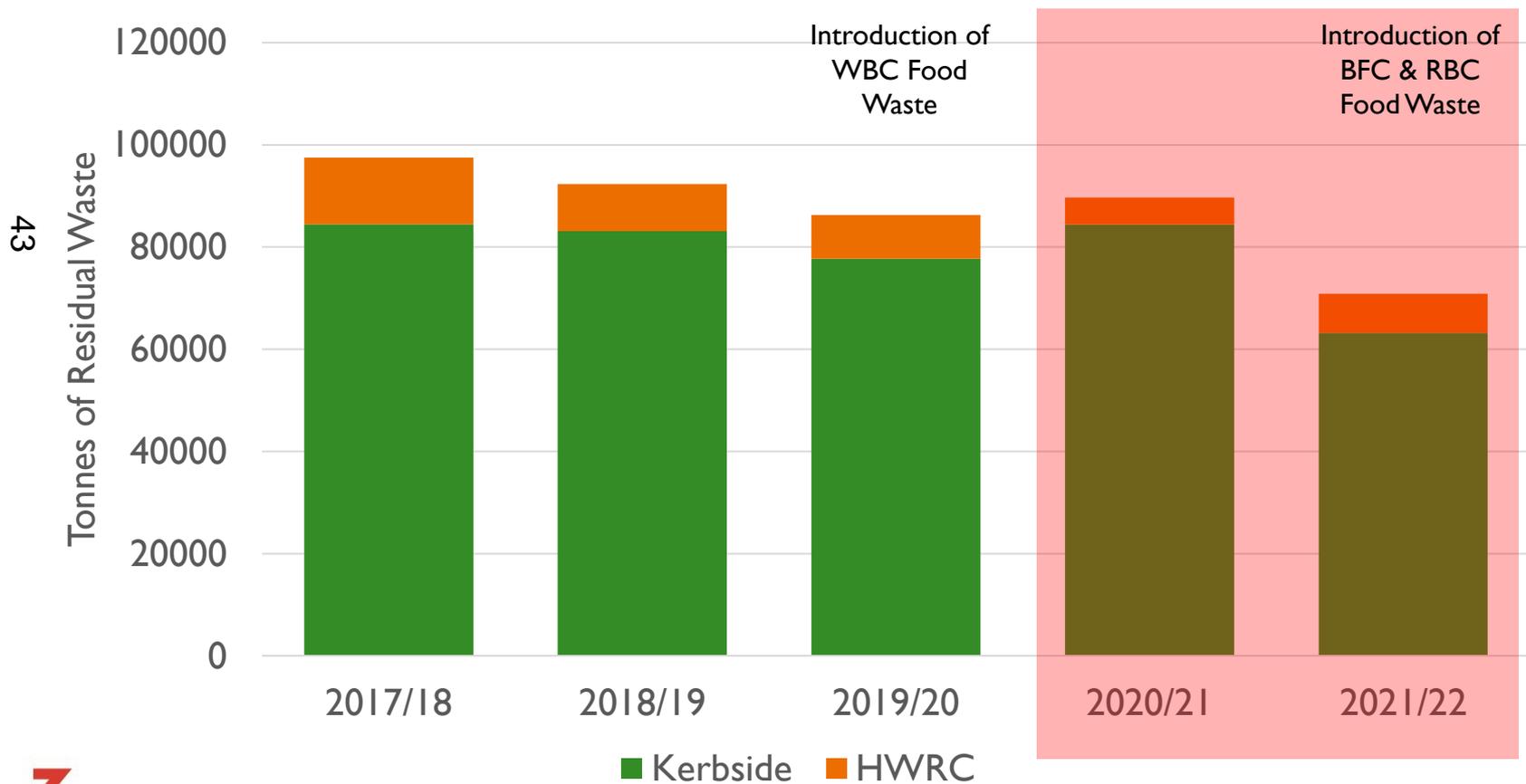
- More efficient journeys
- Using staff efficiently
- 41 - Fewer “Push-ups” at Longshot Lane (Temporary periods of closure)
- Accurate patronage data
- Postcode validation
- Facilitating the annual user satisfaction survey
- Increased newsletter circulation
- Ability to contact users during periods of unavailability



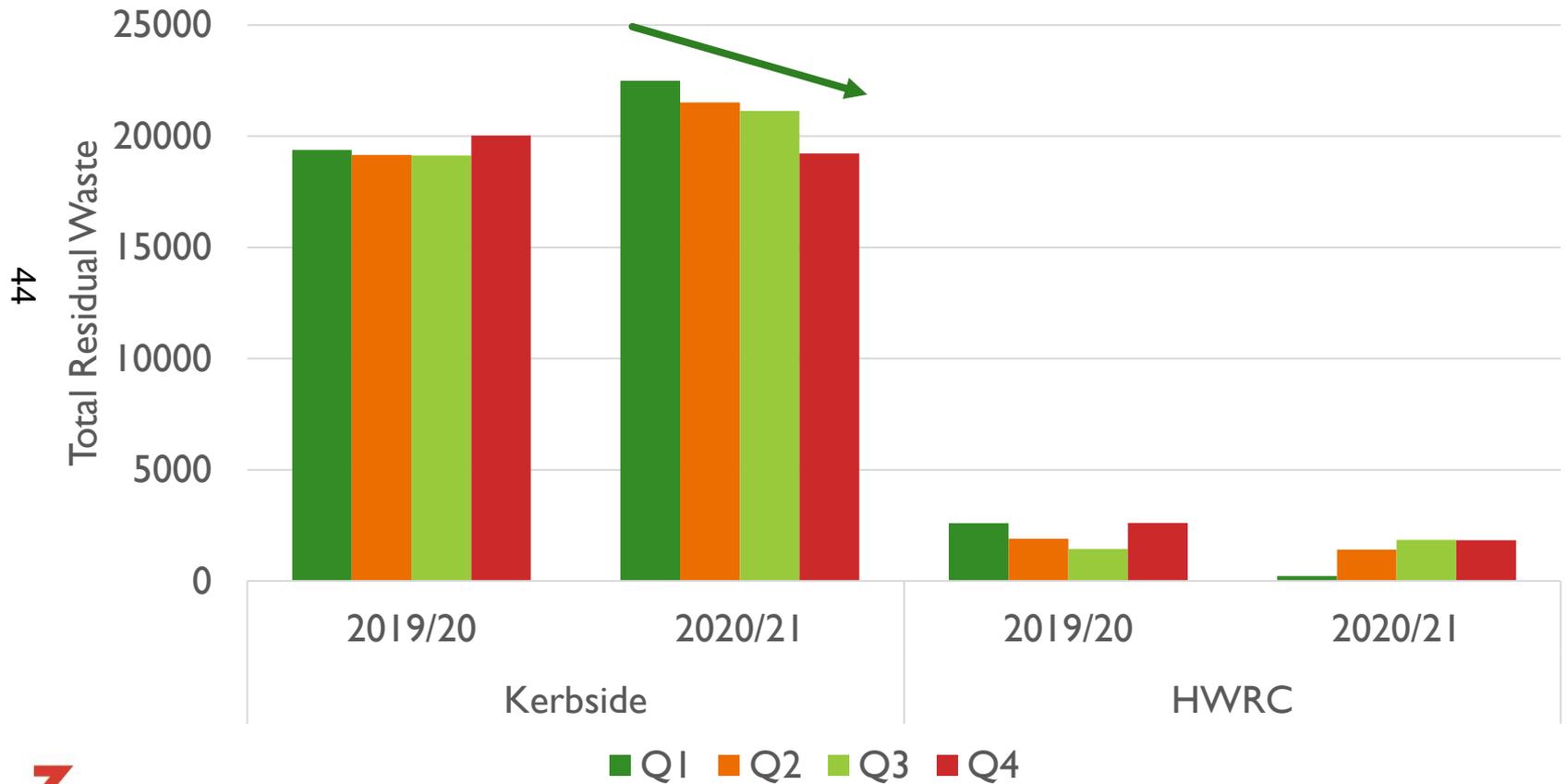
42

# CONCERNS

# RISK OF INCREASED RESIDUAL WASTE?

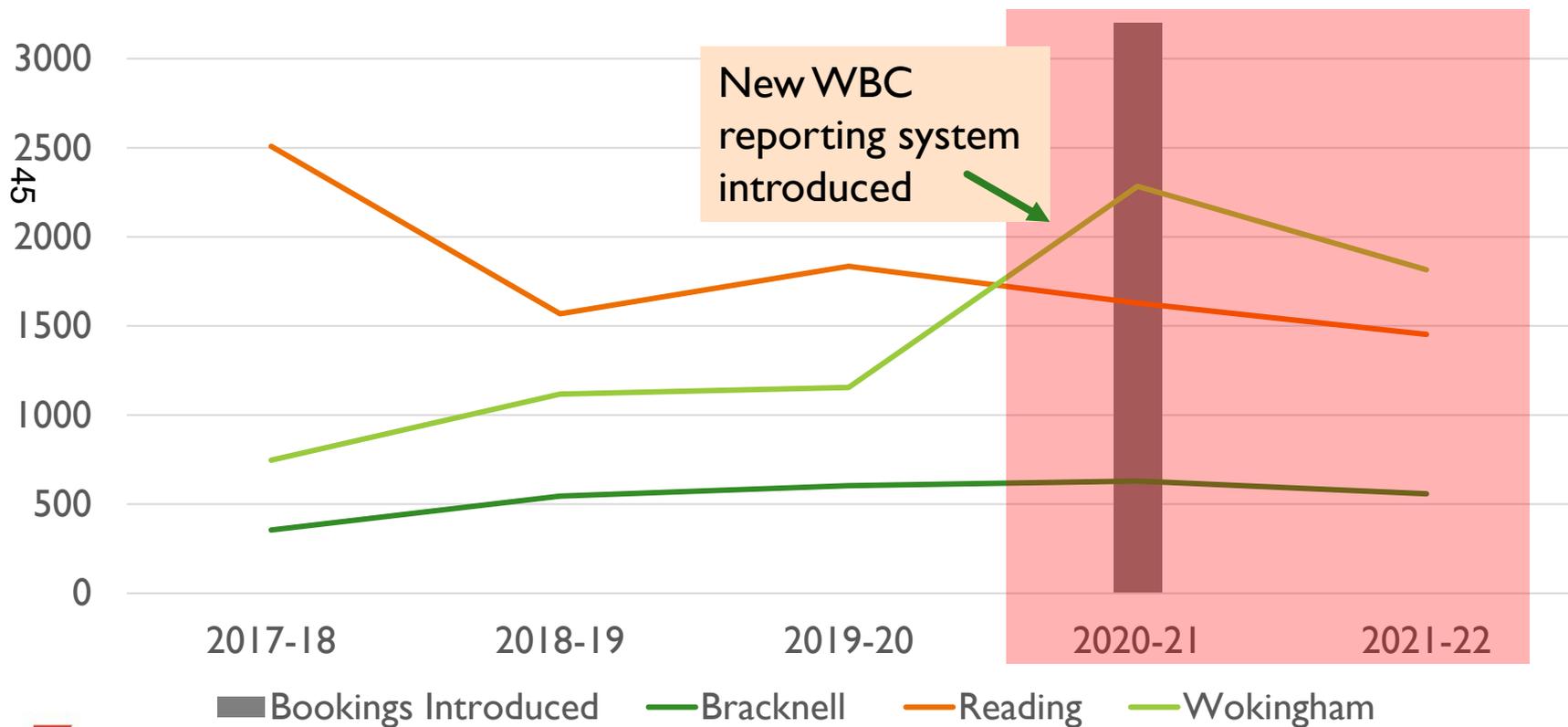


# RISK OF INCREASED RESIDUAL WASTE?



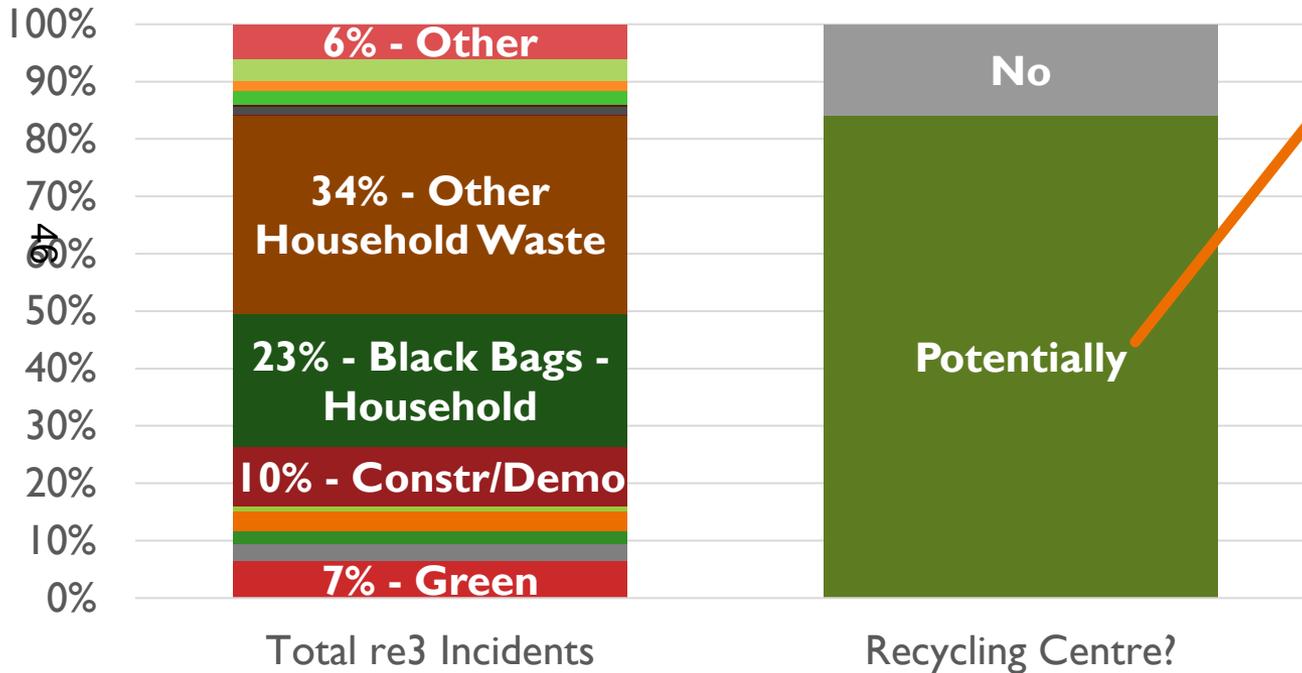
# RISK OF INCREASED FLY-TIPPING?

Total Fly-Tip Incidents Reported



# RISK OF INCREASED FLY-TIPPING?

re3 Fly-Tips by Primary Waste Type - 2021/22



**But only if:**

- From a household,
- In the re3 area
- &
- Delivered by the householder

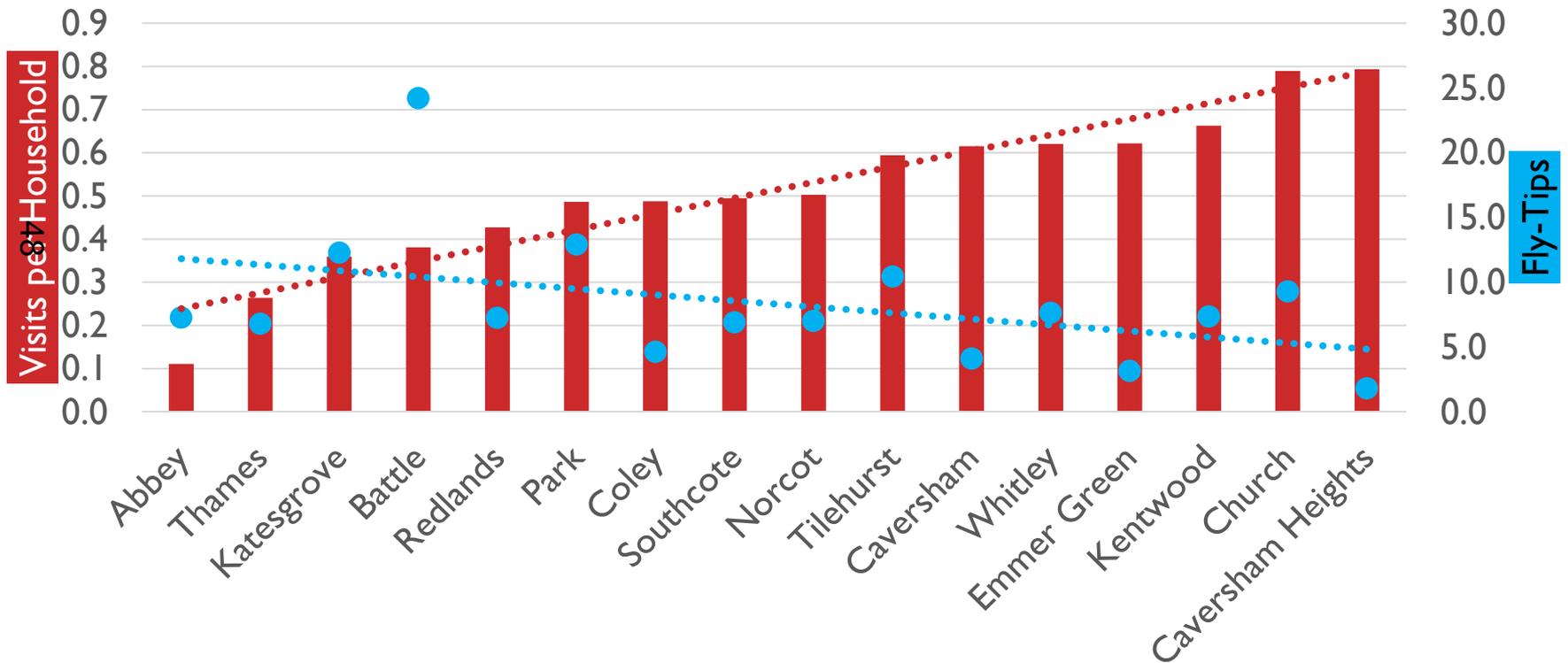
# RISK OF INCREASED FLY-TIPPING?

## Causes of uncertainty:

- 47 - Fly-tips are predominately reported by members of the public.
  - There are different interpretations of fly-tipping across the re3 councils.
  - Not all fly-tips are reported.
  - Is there potential for duplicated reports?

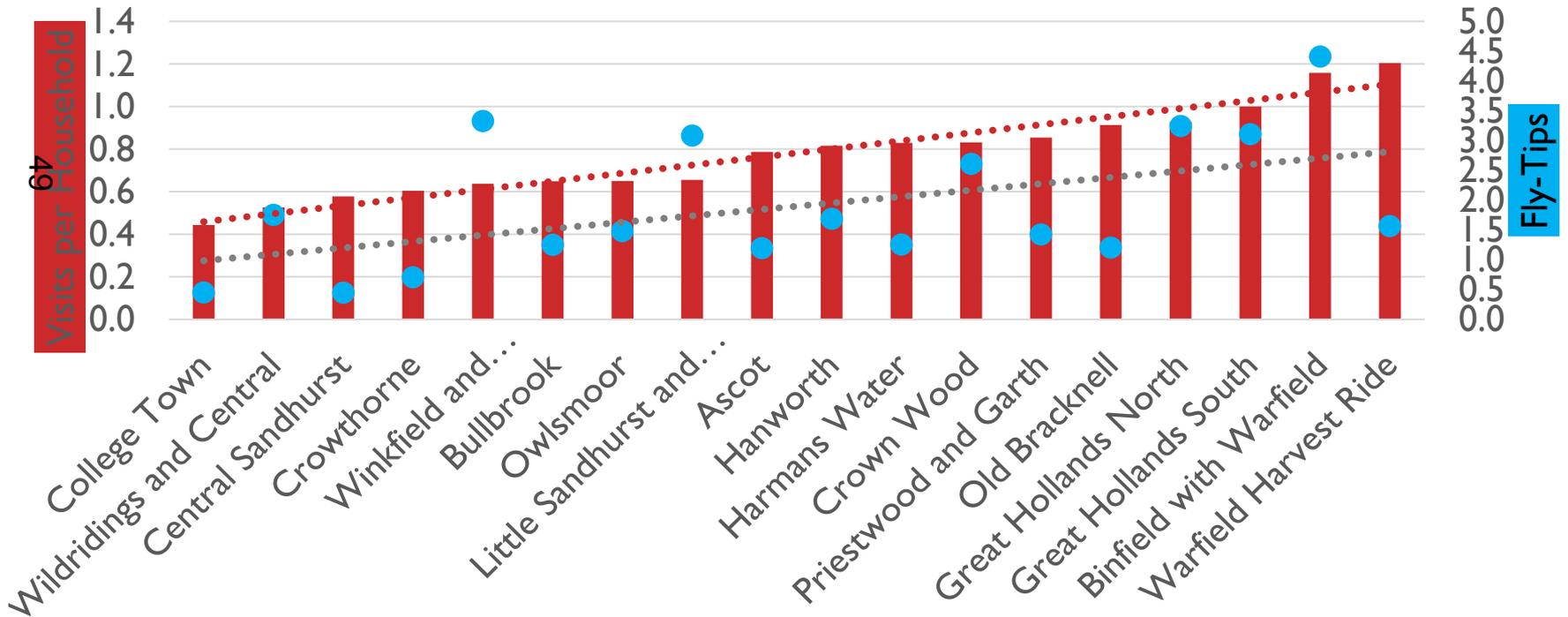
# RISK OF INCREASED FLY-TIPPING?

RBC HWRC Visits and Fly-Tips by Ward - April-June 2022



# RISK OF INCREASED FLY-TIPPING?

BFC HWRC Visits and Fly-Tips by Ward - April-June 2022



■ Visits per Household  
⋯ Linear (Visits per Household)

● Fly-Tips per 1000 Households  
⋯ Linear (Fly-Tips per 1000 Households)

# DIGITAL EXCLUSION?

6% of UK households don't have internet access in their homes. (Ofcom, 2022)

## RELEVANT FACTORS

- Affordability (For devices and a broadband contract)
- <sup>50</sup> Lack of technical skills (Often associated with age or disability)
- Low literacy or English language proficiency
- Internet connection or speed issues

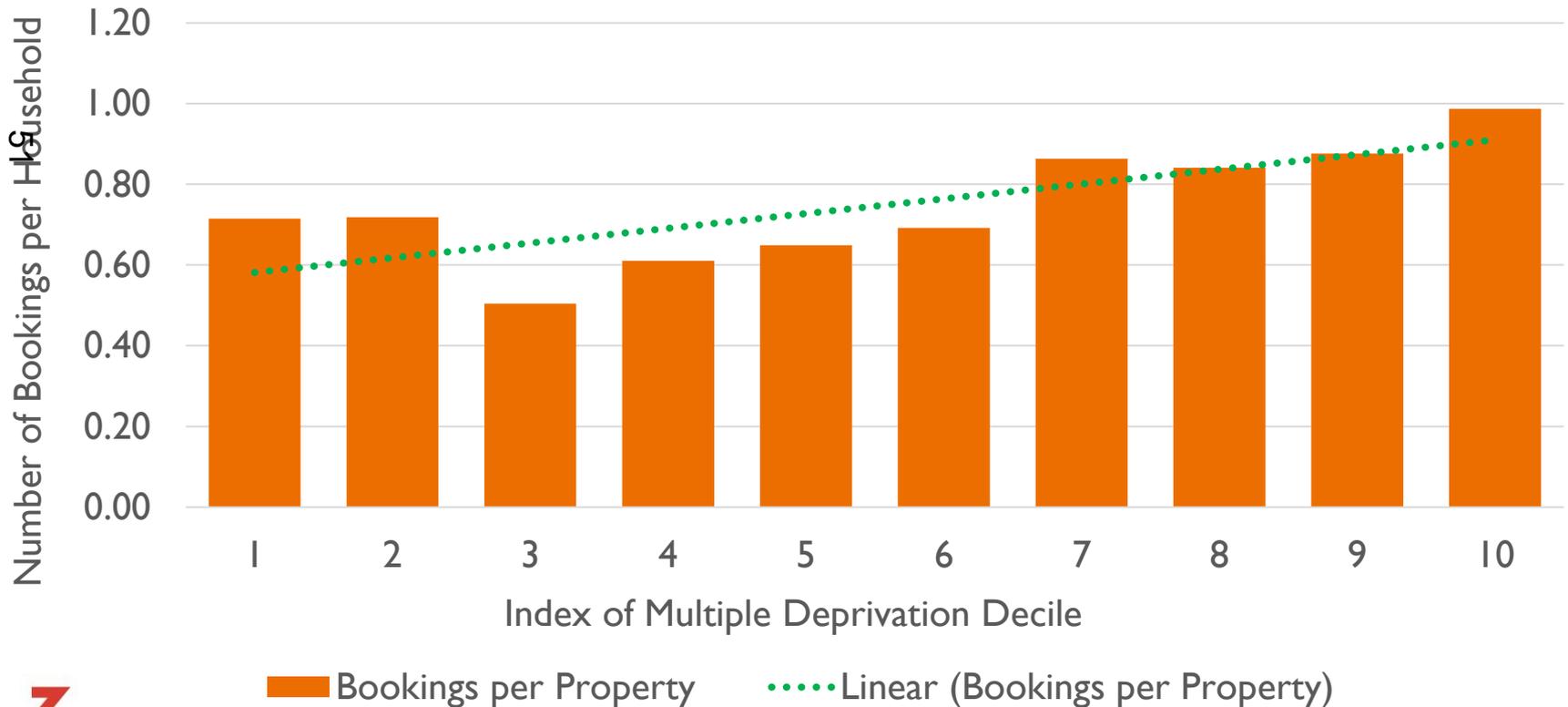
## re3 BOOKING OPTIONS

- Book by phone (Mon-Fri, 8.30am/9am-5pm)
- Book online at a Council Library (or other place with internet connection and/or support)
- Ask a friend or family member to book online on your behalf.

Note: Users are only required to bring their name and/or booking reference number with them to the recycling centre. No print out or digital confirmation is required.

# DIGITAL EXCLUSION?

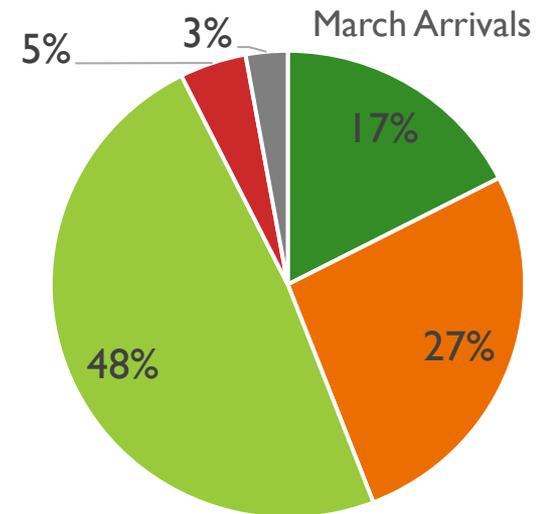
Bookings by Deprivation Level (April - June 2022)



# ADDITIONAL BURDENS FOR RESIDENTS?

- Car users need to plan in advance. (21% of survey respondents said that this is something they dislike)
- Car users need to go online to book, or to pick up the phone
- The system requests personal data
- Users are requested to arrive on site at the correct time
- The systems requests that appointments are cancelled if no longer needed
- 3% of survey respondents disagreed that the booking system is easy to use

(Survey responses were made by people who currently use the facilities).



- More than 30 mins early
- Less than 30 mins early
- On time
- Less than 30 mins late
- More than 30 mins late

# USER SATISFACTION SURVEY DATA LONGSHOT LANE BREAKDOWN

<b>Agree or Strongly Agree</b>	<b>Bracknell</b>	<b>Wokingham</b>
With the Booking System in place, I find I can recycle more effectively at the site	74%	81%
With the Booking System in place, I find I queue for less time to access the recycling centre	86%	91%
I dislike having to plan my trip in advance	23%	20%
I find it hard to get a slot when I need one	10%	9%
The Booking System is Easy to Use	92%	95%
I preferred being able to access the site whenever I liked	33%	30%

Other responses available were: Neither Agree or Disagree, Disagree, and Strongly Disagree.

There were 1344 responses relating to Longshot Lane.

# USER SATISFACTION SURVEY DATA SMALLMEAD BREAKDOWN

<b>Agree or Strongly Agree</b>	<b>Reading</b>	<b>Wokingham</b>
With the Booking System in place, I find I can recycle more effectively at the site	78%	81%
With the Booking System in place, I find I queue for less time to access the recycling centre	84%	90%
I dislike having to plan my trip in advance	20%	18%
I find it hard to get a slot when I need one	9%	9%
The Booking System is easy to use	95%	94%
I preferred being able to access the site whenever I liked	34%	28%

Other responses available were: Neither Agree or Disagree, Disagree, and Strongly Disagree.

There were 1355 responses relating to Smallmead.

# PARTNERSHIP SUMMARY

55

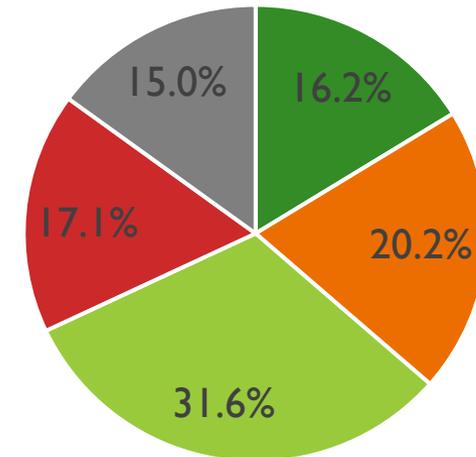
The booking system doesn't appear to be having a negative impact on other services. (Fly-tipping/residual waste)

Residents marginally favour liking the booking system.

- The booking system has a number of benefits for residents and other service users. (i.e. Shorter queues)

- It is clear that some residents see the need to book as an additional burden.

I preferred being able to access the site whenever I liked



- Strongly Disagree
- Disagree
- Neither Agree or Disagree
- Agree
- Strongly Agree

## NEXT STEPS

- The Joint Waste Disposal Board agreed to retain the booking system from November 2021 to provide some consistency and clarity for residents during the pandemic.
- 57 - A decision on the retention of the booking system will therefore be made during the next meeting at the end of September, or shortly thereafter.
- If the booking system is retained, the councils may wish to consider taking steps to further improve accessibility to residents in the re3 area – particularly for residents who may not be familiar with the service.

**TO: JOINT WASTE DISPOSAL BOARD**  
**9<sup>th</sup> June 2022**

---

**re3 ENVIRONMENT ACT BRIEFING REPORT**  
**Report of the re3 Project Director**

**1 INTRODUCTION**

- 1.1 The Environment Act 2021 was passed in November 2021.
- 1.2 This report provides a briefing for the re3 Board on a significant part of anticipated secondary legislation and/or statutory guidance, relating to the Environment Act.

**2 RECOMMENDATION**

- 2.1 That Members note the contents of the briefing.**

**3 ALTERNATIVE OPTIONS CONSIDERED**

- 3.1 None for this report.

**4 REASONS FOR RECOMMENDATION**

- 4.1 The purpose of this report is to brief Members on the proposed content of one element of forthcoming detail. In the ongoing absence of formal guidance, the details contained in this report, will help the councils begin to prepare for subsequent financial and operational changes.

**5 BRIEFING**

**Environment Act**

- 5.1 The Government published a Resources and Waste Strategy (RWS) in December 2018. The RWS introduced the concepts of seeking greater producer responsibility, financial incentivisation for recycling, simplifying recycling for businesses and far greater consistency between council waste collection systems.
- 5.2 Two detailed rounds of public consultation have ensued and the results of the second, which was undertaken in Spring 2021, are awaited.
- 5.3 The Environment Act was passed in November 2021. Secondary Legislation and/or statutory guidance are awaited.
- 5.4 The Environment Act will deliver changes in waste management across three principal areas of change. They are:
  - i. Extended Producer Responsibility - as discussed in this report
  - ii. Deposit Return Schemes – where a deposit of c£0.20p will be added to ‘in scope’ packaging at the point of purchase and redeemed by consumers via a reverse vending terminal.
  - iii. Consistency in Waste Collection – where three collection system archetypes will be endorsed by Government for adoption by councils.

### **Extended Producer Responsibility**

- 5.5 In the absence of firm detail on the content of any Secondary Legislation, stakeholders derive their sense of what is planned from a combination of the original RWS, the subsequent consultations and the content of briefings from Defra.
- 5.6 The accompanying note illustrates such content, presented by Defra to council officers, in August 2022.
- 5.7 The concept of this strand of the planned legislation is that Local Authorities shouldn't be funding the capture of waste for recycling. Instead, intention is that it should be funded by the producers of the packaging, so they are incentivised to ensure it is recyclable and that the costs of the process are driven down.
- 5.8 Councils will receive funding for (i) the cost of collection, (ii) the amount collected and recycled and, (iii) the cost of packaging in the residual waste stream. That funding will be allocated from a levy placed upon the producers of 'in scope' packaging.
- 5.9 However, to quote the original RWS document, Government believes that producers '*should not be expected to cover the costs of inefficient service delivery and their financial contribution should not exceed the costs necessary to provide those services*'. That principle underpins the emphasis placed on efficiency and effectiveness and the likelihood that a majority of councils will eventually be presented with improvement notices for their waste collection service.
- 5.10 The slides included in the accompanying briefing begin to show how the that will be achieved. In short, that will be through the following process:
- Councils will be assessed against a range of criteria, and against each other within 'cluster' groups.
  - The assessment of council performance will determine the effectiveness and efficiency of each council.
  - Funding will be ultimately determined by the relative performance of each council. Improvement notices are proposed to be issued to any council that is not assessed to be sufficiently effective and efficient.
- 5.11 As the briefing concludes, officers from across the re3 partnership should engage with the briefing sessions and workshops that are planned for local authorities over the course of the autumn.

### **Next Steps**

- 5.12 The re3 Project Team will continue to seek detail and liaise with other stakeholders, to share information with colleagues and the re3 Board.
- 5.13 Some concerns are already being expressed, widely across stakeholders within relevant retailers, local government and the waste management industry, about the preparedness of the UK to give effect to such a comprehensive package of changes.
- 5.14 At present, the most significant elements of the full legislative package are expected to become operational from 2025/26. As above, officers will monitor the situation and ensure that briefings are provided at the earliest opportunity.

**6 ADVICE RECEIVED FROM ADMINISTERING AUTHORITY**

Head of Legal Services

- 6.1 No advice sought for this report. When the draft legislation is known, the JWDB should seek advice on the impact for the three councils.

Corporate Finance Business Partner

- 6.2 None for this report, as above.

Equalities Impact Assessment

- 6.3 None.

Strategic Risk Management Issues

- 6.4 None

Climate Impact Assessment

- 6.5 None from the proposed consultation responses.

**7 CONSULTATION**

7.1 Principal Groups Consulted

Not applicable.

7.2 Method of Consultation

Not applicable.

7.3 Representations Received

Not applicable.

Background Papers

N/A

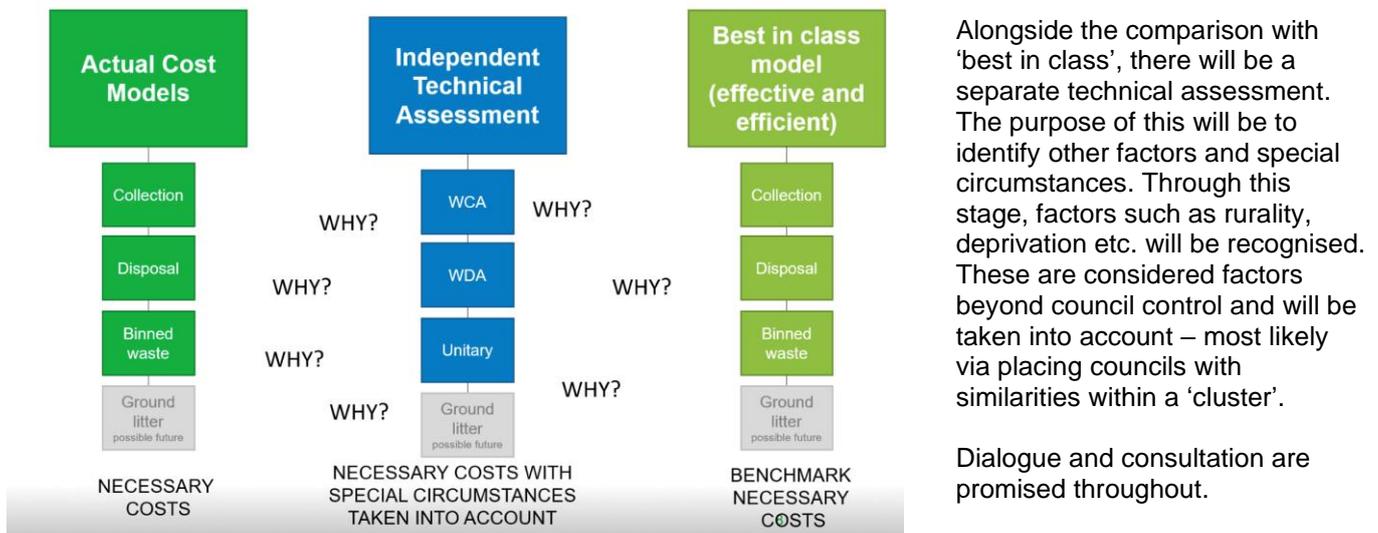
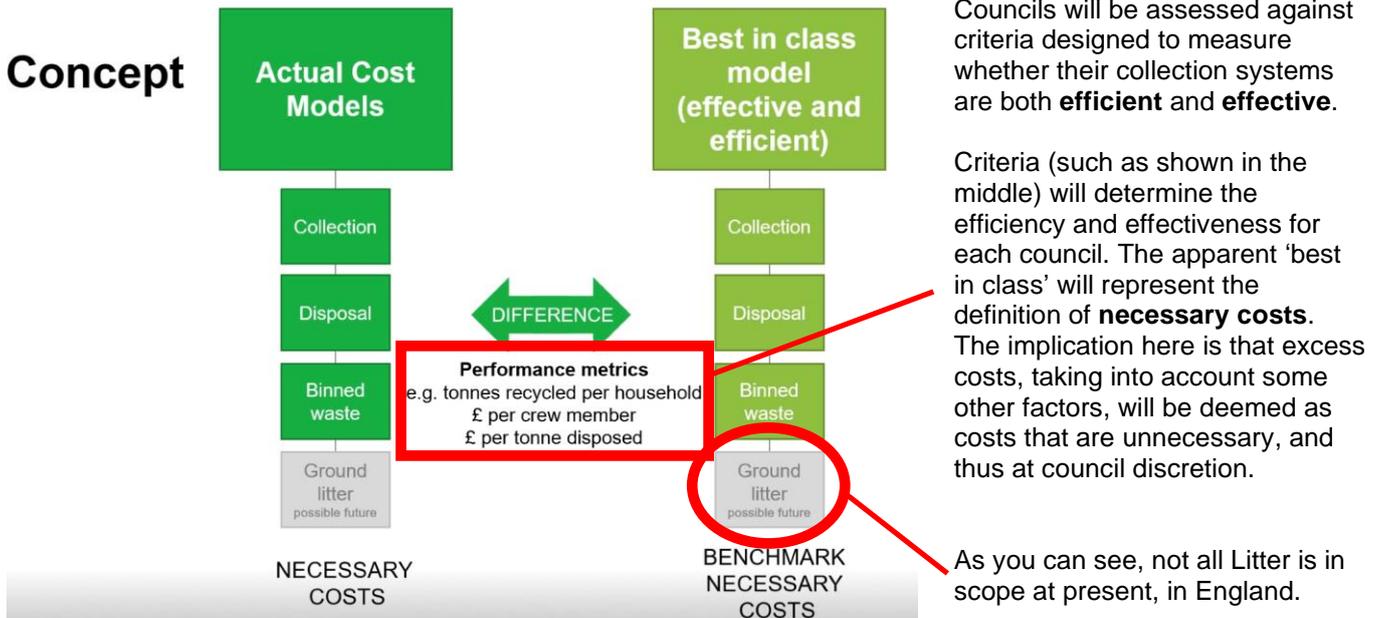
Contacts for further information

Oliver Burt, re3 Project Director  
0118 937 3990  
oliver.burt@reading.gov.uk

This page is intentionally left blank

## re3 Project Team

The screenshots below were taken from a presentation by Defra on the Extended Producer Responsibility (EPR) element of the Environment Act. They relate to how councils will be assessed in relation to funding through EPR.



### Actual Cost Models



### Current thinking (may change)

- Must calculate costs for every UK LA for the scheme year e.g. 2024/25
- Needed for 2024/25 and 2025/26 as a minimum prior to possible transition to actual cost reporting
- Likely to be a “bottom up” model based on services and using standardised costs
- Uses data provided by LAs plus ‘default’ assumptions within service and geodemographic clusters
- Owned, designed and maintained on behalf of the four administrations

At commencement, some modelled costs will be used. The intention is to move towards using actual costs. Some transition time is needed because DEFRA does not understand the differences in how costs are accounted across LAs.

We have experienced the same issues with large benchmarking exercises, which is why we developed our re3 assessment of ‘net cost’. Our familiarity with that exercise should prove a really handy source of preparation for this new regime.

9

### Best in class model (effective and efficient)



### Current thinking (may change)

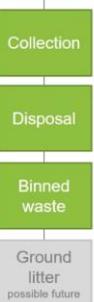
- Calculates a theoretical range of costs under assumptions of effectiveness and/or efficiency for every UK LA (best, average, range etc.) “best case”
- Based on
  - likely in-scheme-year service profile
  - widespread drivers of costs which an LA can’t influence (e.g. rurality and deprivation)
- Takes as many operational factors into account as possible, but recognises that not all special circumstances can be incorporated
- Based on good practice and expert knowledge and uses existing model assumptions e.g. KAT6

We should note the phrase ‘not all special circumstances can be incorporated’ (highlighted, left). Whilst undoubtedly true, and reasonable, Producers will naturally seek to drive down the scheme costs of collection and treatment (of the packaging they have placed on the market).

The eventual tightening of what constitutes a special circumstance should be expected. That would reduce councils’ capacity to respond to local influences. In this way, councils’ exposure to supply chain pressures will be more materially significant.

11

### Best in class model (effective and efficient)

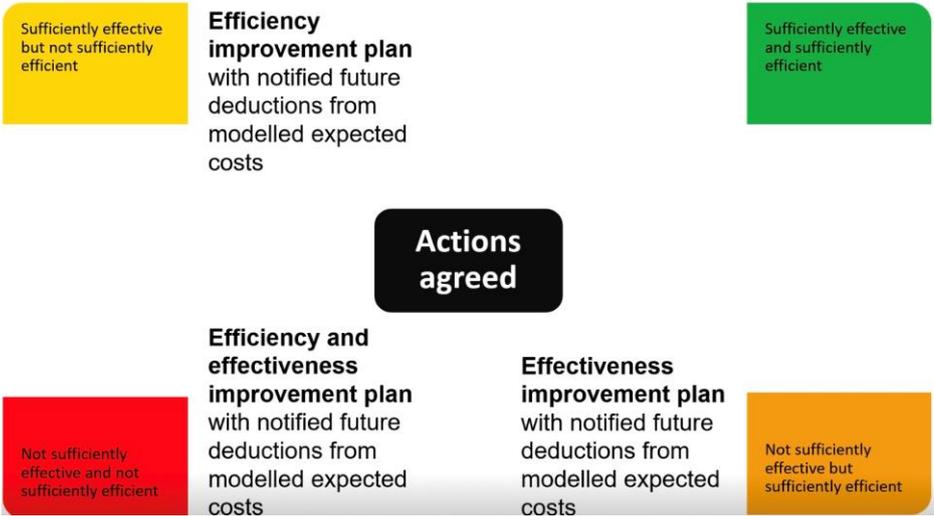


### Current thinking (may change)

- Outputs metrics for ‘best case’ in-year costs e.g.
  - Tonnes recycled per household, by material
  - Contamination rates per household
  - Cost (collection, disposal, street bins) per tonne
  - Cost per % point of the recycling rate
- Individual LA level summary for best case costs
  - Every input data item
  - Every assumption
  - Every default value
- Detailed summary of differences between expected and best case in-year costs

On the left are examples of indicators that may be used to assess effectiveness and efficiency. They aren’t unfamiliar to councils but may now need to be a greater focus. Again, the re3 net cost of waste assessment will help furnish us with some insight. As soon as we get more detail, we could perhaps begin to prepare some test submissions.

The information review, recently reported to the re3 Board should help that process.



Each council will be assessed in one of four categories. If you are assessed as being **sufficiently effective and sufficiently efficient** (green) councils will not be presented with an improvement plan. Otherwise, each council will receive expected improvements, which could result in reductions in funding if not satisfied.

There was no information forthcoming on how deductions in funding may exacerbate performance issues.

## Initial thoughts

### Effectiveness

- Quantity of waste by material type collected for recycling and actually recycled
- [Quality of waste by material type collected and delivered to recycling]
- Also taking account of relevant strategy and legislation in each nation (charters, blueprints, consistency etc.)

### Efficiency

- Costs of delivering the service per unit of output e.g. per tonne of recycling, per tonne of contamination, per head of population, per household served etc.
- Service choices – what and how

It remains unclear how the criteria, shown left, will work with those mentioned above. They are measurable, so at least on the surface objective. However, there are ways that the market can potentially apply agency over what gets recycled, so the top one may not be wholly in council control, for example.

It is important to stress that the draft proposals, described above, are not yet part of a consultation - so there is nothing to push back on or lobby for/against. There are apparently going to be some workshops over the course of the Autumn. I suggest that the Councils ensure we are represented as a group at a workshop, and that any information gathered therein is disseminated.

Further to that, it would be a good idea to work together to share thoughts, identify needs and prepare as partners – whilst the councils are likely to be placed in separate clusters, our geographic proximity, relationships and of course our facilities, will all be common factors.

END.

This page is intentionally left blank

By virtue of  
Regulation 4 of the Local Authorities (Executive  
Arrangements) (Access to Information) (England)  
Regulations 2012.

Document is Restricted

This page is intentionally left blank