

**JOINT WASTE DISPOSAL BOARD
18 SEPTEMBER 2014
(10.10 am - 12.40 pm)**

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

Reading Borough Council
Councillor Paul Gittings
Councillor Liz Terry

Wokingham Borough Council
Councillor Angus Ross

Officers Anthony Bolton, Reading Borough Council
Oliver Burt, re3 Project Manager
Steve Loudoun, Bracknell Forest Council
Mark Moon, Wokingham Borough Council
Josie Wragg, Wokingham Borough Council

Apologies for absence were received from:

Councillor Pollock, Wokingham Borough Council

1. Election of Chairman

RESOLVED that Councillor Mrs Hayes be elected Chairman of the Joint Waste Disposal Board Management Committee for the next twelve months.

2. Appointment of Vice-Chairman

RESOLVED that Councillor Gittings be appointed Vice-Chairman of the Joint Waste Disposal Board Management Committee for the next twelve months.

3. Declarations of Interest

There were no declarations of interest.

4. Minutes of the Meeting of the Joint Waste Disposal Board

RESOLVED that the minutes of the meeting of the Joint Waste Disposal Board Management Committee held on 5 June 2014 be approved as a correct record and signed by the Chairman.

Matters Arising

The Committee expressed its thanks to Councillors Page and Stanton for all their work on the Management Committee and for their commitment to and support of the re3 project over the years.

5. Urgent Items of Business

There were no urgent items of business.

6. **IESE Waste and Resources Innovation Club**

The Board considered a report detailing and invitation from IESI for the Board to join their Waste and Resources Innovation Club.

The Club, which had been set up following a request from DEFRA, provided waste and resource partnerships from across the Country with an opportunity to network and learn from each other. The Forum also examined changing trends in the waste industry and lobbied government on behalf of local authorities. The Forum met four times a year with meetings being held at various locations around the country.

It was agreed that membership of the Group would provide the re3 authorities with an opportunity to broaden their strategic approach to waste. It was noted that officers did attend meetings. It was agreed that representation at the meetings would not be fixed to give all Board members an opportunity to build their knowledge and that representation at meetings would be based on availability.

RESOLVED that officers be instructed to respond to IESI's invitation to join the waste and Resources Innovation Club for an initial period of one year.

7. **Progress Report**

The Committee received a report providing an update on the progress made in terms of management of the joint waste PFI contract since its last meeting. The report included the Annual Environmental Report summarising the work of the re3 PFI project during the 2013/14 financial year, updates on the work taking place with Sue Ryder and the Green Machine Community Repaint Scheme and an update on the Material Recovery Facilities (MRF) Code of Conduct.

It was noted that the charity Sue Ryder had raised a total of £16,000 by selling items retrieved from residents visiting the household waste recycling centres (HWRC). The success of this scheme was dependant on the alertness of staff as to the items that were being disposed of and it was agreed that more needed to be done to publicise the partnership to the public.

The MRF Code of Practice legislation had been introduced to establish a means of assessing the quality of recyclable material received and sorted at the MRF. It was noted that the Contractor would be operating in accordance with the legislation from 1 October 2014 and that the contract between the re3 Councils and the Contractor was sufficiently flexible to change its terms in the future if it was necessary.

It was reported that the Green Machine Community Repaint scheme was now being paid monthly in arrears instead of quarterly.

The Board commended the clarity of the Annual Environmental Report 2013/14.

RESOLVED that contents of the Project Director's report be noted.

8. **Dates of Future Meetings**

It was agreed that due to time constraints dates for future meetings would be agreed by email.

9. **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 items 8 and 9 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.

10. Annual Financial Statement

The Board considered a report summarising the financial position of the joint waste PFI for the 2013/14 financial year. The report sought to conclude the management of the 2013/14 finances, detailed the emerging position for the current financial year and presented a first draft of the budget for the 2015/16 financial year.

Recent patronage surveys had shown marked swings in the use of the HWRCs and to ensure that it was proposed that the Annual Patronage Survey be split so that it occurs at two different times of year. The results would then be combined to give a single set of figures. It was expected that the split would not significantly alter the outcome of the survey however it would enable a bigger sample size to be used and ensure confidence in the process.

It was noted that the Board's current meeting cycle resulted in the regular reporting of unvalidated financial information that had caveats attached. A situation that did not always adequately support the decision making process. It was therefore proposed that the meeting cycle be amended so that future meetings fell in October, January, April and July (AGM).

RESOLVED that:

- i. The contents of the Annual Financial statement be noted
- ii. The proposed schedule of meetings set out at Paragraph 3.49 of the Project Director's report be approved

11. Excess Waste Profit Adjudication

The Board received a report providing an update on the progress in terms of the Excess Waste Profit Adjudication since its last meeting and the re3 Councils' legal representatives gave the Board a briefing on the current position, strategic matters and options for the way forward.

RESOLVED that:

- i. The contents of the Project Director's report, and its accompanying appendices, be noted
- ii. The preliminary cost estimates described at paragraph 3.19 of the Project Director's report be noted and the re3 councils be recommended to collectively allocate sufficient funding to undertake a defence of the claim in the Commercial Court.

CHAIRMAN