

**JOINT WASTE DISPOSAL BOARD**  
**23 JANUARY 2020**  
**(9.30 - 11.15 am)**

Present: Bracknell Forest Borough Council  
Councillor Mrs Dorothy Hayes MBE  
Councillor John Harrison

Reading Borough Council  
Councillor Sophia James  
Councillor Tony Page

Wokingham District Council  
Councillor John Halsall  
Councillor Parry Batth

Officers

Pete Baveystock, Wokingham Borough Council  
Grace Bradbrook, re3  
Monika Bulmer, re3  
Oliver Burt, re3  
Andy Edwards, Reading Borough Council  
Kevin Gibbs, Bracknell Forest Council  
Sarah Innes, re3  
Damian James, Bracknell Forest Council  
Gareth Jones, Bracknell Forest Council  
Clare Lawrence, Wokingham Borough Council  
Claire Pike, Bracknell Forest Council

18. **Declarations of Interest**

There were no declarations of interest.

19. **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 17 October 2019, be approved as a correct record and signed by the Chairman.

Arising on the minutes it was noted that no decision had been made yet regarding the Lakeside Energy from Waste Site.

Since the last meeting, and as agreed by the Board, the arrangement with Green Machine had ended. There was lots of paint left within the unit and agreements had been made for the paint to be removed.

20. **Urgent Items of Business**

There were no urgent items of business.

21. **Progress Report**

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

- Re3 Strategy 2018-2020
- Trade Waste at the Household Waste Recycling Centres (HWRCs)
- Reuse Shop
- Paint Reuse
- Barriers at Longshot Lane
- Expiry Dates for Commercial and Commercial Type Vehicle Permits
- Joint Policy on Contamination of Kerbside Collected MDR
- Communications

The Board was presented with updated information on the rate of recycling. Food waste collection in Wokingham had a big impact in increasing Wokingham's kerbside recycling rate. Wood recycling had also added to the overall rate in all three boroughs.

In line with the seven-month trial, acceptance of trade waste from registered traders commenced on Monday 4<sup>th</sup> November 2019. So far take up had not been as high as expected. Additional waste types were being looked at to be included in the charging structure. The service would be advertised to local businesses and on social media. Officers would present further results from the trial at the meeting of the Joint Waste Disposal Board in April, with a recommendation regarding the continuation of the service.

Officers had been exploring the potential for reuse and retail opportunities on, or proximate to, the two Household Waste Recycling Centre (HWRC) sites. Officers had concluded that there was not enough space for a shop within the boundaries of the Longshot Lane Recycling Centre and had contacted the Property Services team at Bracknell Forest Council with regards to vacant units on the Longshot Lane industrial estate. They were advised the terms of the standard Lease would not permit the activities proposed for a retail outlet. Damian James would speak to the Property Services team regarding the specifics of the lease.

Officers were still working with the contractor regarding the proposal for paint reuse, the details of the proposal had been shared with the Environment Agency. It was hoped that the scheme would be operational by the end of February 2020.

Due to an incident at Longshot Lane in August 2019, barriers had been put in place to segregate cars from pedestrians. The metal barriers were set at 1.1m in height, which is the minimum legal requirement and same height as the walls over which residents deposit their general waste. Site staff were available to help with lifting bags if assistance was required.

In order to monitor permit usage for Commercial and Commercial Type Vehicle's the Permits would expire at the end of each contract year and also be unrecognised by the system. This would allow for permit usage to be managed more effectively. Officers proposed that the new system would be implemented from 1 April 2020. A six-month grace period was proposed, during which residents with a windscreen sticker could hand-in their stickers for access (in the absence of any qualifying forms of ID) to the HWRC. The Board requested that the changes in the permits be communicated to all users.

Sarah Innes, has been working with colleagues from the three Councils to draft a joint contamination policy which would set out a phased approach for helping to reduce contamination in recycling. Match funding and support had been secured from WRAP who had indicated that they could fund the implementation of the policy in trial

areas. The contamination policy would be implemented from the 23 March 2020 in trial areas across re3, during this stage crews will assess and leave any contaminated containers unemptied until the resident removed the contamination. A Recycling Quality Officer will be employed to monitor the tagging of contaminated containers, if containers were contaminated more than once, then the officer would speak to the resident. The contamination tags will be in the form of a sticker for Wokingham and a bin hanger at Reading and Bracknell.

The "Plastic Recycling Wheel" had been created for residents as a handy tool to help check what they could do with different types of plastic packaging or items. The wheels had been sent to approx. 16,000 householders living in Warfield, Tilehurst and Woodley. The wheel was also available in the Council offices, public libraries, community hubs and displayed at the Recycling Centres and promoted via re3 and Councils social media channels. Feedback had been very positive, with West Berkshire asking about the wheel. The Chair stated that she would like a large one to be made out of reused materials that could be taken to schools and events.

At the JWDB meeting in October 2019, Members had agreed that windscreen permits would no longer be accepted as proof of residency at the re3 Recycling Centres from 1 February 2020. Officers were confident that residents were aware of the changes as there had been coverage by the press, high engagement on Social Media, signage at the sites, and information on the council's websites. There had been mixed feedback ahead of the change with people concerned that there could be queues caused by the checks. Wokingham had received a couple of complaints regarding data protection and queuing.

The re3 Project Team had commissioned videos about what happens to collected recycling and food waste. Members of the re3 Board and officers had featured in the videos that provide insights into the recycling process from the moment of collection through sorting, baling and sending to the recycling companies. The videos would be made available to interested community groups and schools as educational tools and would be available on the website to share. The Chair would propose that Bracknell Forest members go on a tour of the reading facilities.

**RESOLVED** that:

- i. Members note the contents of this report.
- ii. Members request a report on the outcomes of the trade waste trial at the re3 recycling centres be presented at the meeting of the JWDB in April 2020.
- iii. Members approve the usage of commercial and commercial-type vehicle permits to be monitored from the start of each contract year, commencing 1<sup>st</sup> April 2020.
- iv. Members request a report on the outcomes of the contamination project with WRAP be presented at the meeting of the JWDB in October 2020.
- v. Members approve a supplementary condition to changes to the residency checks.

**22. Exclusion of Public and Press**

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 13 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.

### 23. **Financial Report**

The Board received a report briefing them on the Partnership's current financial position and to provide an update on the projects, relating to financial outcomes, which were occurring within the next 6 months.

The report also asked the Board to confirm the second draft budget.

The Board discussed the issues surrounding contamination within the kerbside recycling. The main cause for concern was wet fibre (paper and cardboard). The market for recyclable materials has become more challenging over the past year. This was enabling the processors to be more discerning than they previously had been in relation to fibre.

This had resulted in the mixed recycling from Reading and Bracknell being tipped separately from Wokingham, due to the open recycling boxes that Wokingham used.

Wokingham Borough Council were looking to address their recycling bin issue in the summer period, lots of work was being undertaken behind the scenes with a number of solutions currently on the table. Each solution had different issues and a full options appraisals would be undertaken, trials would also take place before a consultation was held with residents.

With the approval of the Board, Bracknell Forest's Audit team would be reviewing a scheme under which items are identified for sale to Members of the Contractor's staff. The Board recognised that the scheme was a small perk in what is a challenging job, but that the system must be validated. The Audit Team's findings would be brought back to the Board.

#### **RESOLVED** that

- i. Members noted the Partnership's financial position for the year to date.
- ii. Members noted the contents of this report.

### 24. **Date of the Next Board Meeting**

The Group was reminded that its next meeting would be held at 9.30am on 23 April 2020 at Smallmead Recycling Centre.

It was agreed that the meeting scheduled for the 2 July 2020, would be moved to the 9 July 2020 as it clashed with the LGA conference.

### 25. **AOB**

Oliver Burt, re3 Strategic Waste Manager reported that the effectiveness of bottle bank collections over the Christmas period had been much better than the previous year. Careful scheduling had been undertaken with the contractor in the run up to Christmas, and an emergency response vehicle was used to respond quickly where bottle-bank overflows were identified.. A 'wash up' session would be held to ensure

that good practice is retained for future years and to see what further improvements could be made.

The subject of glass collections was added to the agenda following the receipt of a Council Question by Reading Borough Council, and because it forms part of the shared service.

The re3 Board discussed the expectation, in Government's Resources and Waste Strategy, that all councils will collect glass in due course. The Board noted that the re3 Strategy identifies the for glass collection and also the potential high cost of collections. The Board noted that clear glass had a higher value at <£20 per tonne and mixed glasses value was <£12 per tonne.

The Board asked the re3 Strategic Waste Manager to convene officers from each council to assess the impacts from a glass collection in the re3 area. It was agreed that the introduction of food waste collections in Bracknell and Reading should take priority and that this issue would not be reconsidered by the Board until after food collections were operational.

**CHAIRMAN**

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