

Unrestricted

**JOINT WASTE DISPOSAL BOARD  
22 JANUARY 2015  
(10.00 - 11.50 am)**

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

Reading Borough Council  
Councillor Paul Gittings  
Councillor Liz Terry

Wokingham District Council  
Councillor Angus Ross

Officers Alison Bell, Reading Borough Council  
Josie Wragg, Wokingham Borough Council  
Claire Ayling, Reading Borough Council  
Andy Couldrick, Wokingham Borough Council  
Oliver Burt, re3 Project Manager  
Steve Loudoun, Bracknell Forest Council  
Mark Moon, Wokingham Borough Council  
Mark Smith, Reading Borough Council  
Timothy Wheadon, Bracknell Forest Council

In attendance Sandy Lunn, Sue Ryder  
Gemma Wise, Sue Ryder

Apologies for absence were received from:  
Councillor Pollock, Wokingham Borough Council

**12. Declarations of Interest**

There were no declarations of interest.

**13. Minutes of the Meeting of the Joint Waste Disposal Board**

**RESOLVED** that the minute of the Joint Waste Disposal Board Management Committee be approved as a correct record and signed by the Chairman.

**14. Urgent Items of Business**

There were no urgent items of business.

**15. Project Update Report**

The Board received a report providing an update on the progress made in terms of the management of the joint waste PFI contract since its last meeting. The report included an update on the results of the most recent user satisfaction survey, visitor numbers, supplier audits and the Materials Reclamation Facility (MRF) at Smallmead. A presentation was also given on the work of Sue Ryder and the contribution that the donations collected from the Household Waste Recycling Centres (HWRC) made to Sue Ryder's work.

It was reported that recent User Satisfaction Survey results showed that residents continued to be satisfied with the facilities at Longshot Lane and Smallmead HWRCs with 95% of Longshot Lane users rating the facility as good or very good and 94% of Smallmead users rating the site as good or very good. Although cleanliness at both sites was considered to be good or very good the ratings had fallen slightly when compared to the previous year's results (Longshot Lane results fell from 97% in 2013 to 95% in 2014 and Smallmead results fell from 95% in 2013 to 92% in 2014). It was thought that the increased use that both sites were experiencing was a significant contributory factor to these reductions. It was however disappointing to note that the percentage of users who felt that staff were helpful had fallen at both sites. It was explained that the specific question on cleanliness had been revised in the latest survey and this made it difficult to draw a direct comparison with previous survey results. However, the matter had been raised with the contractors by the Councils' Client Team and the situation would be monitored over time.

Traffic counters had now been installed at both Smallmead and Longshot Lane and these were showing that both sites were experiencing up to 11,000 visitors a week.

It was reported that Wokingham Borough Council would cease to provide its Amenity Waste Collection Service from 1 February 2015. It was hoped that this would help reduce the volume of waste being disposed of through land fill and increase the levels of waste being recycled. It was questioned what impact the removal of the service might have on fly tipping. It was agreed that the impacts would be looked at in more detail at the Board's next meeting.

#### Sue Ryder Presentation

Sandy Lunn and Gemma Wise gave a presentation in respect of the work that the charity Sue Ryder did across the region and how the reclamation of furniture and other goods from the HWRCs was contributing to this work.

Sue Ryder, a national healthcare provider providing palliative end of life care and neurological care across the country, required annual funding of £49million to meet all the demands placed on it across Berkshire alone, in 2014 services were provided to 2,600 patients in Berkshire. The majority of funding was provided by the NHS however funding levels were falling and there was currently a funding gap of approximately £800,000 in the Berkshire service.

In 2011, the Sue Ryder entered into an agreement with the re3 Councils to recover good quality furniture and small electrical products from the HWRCs and sell them through their high street shops. Year on year the volume of good recovered from the HWRCs has increased and in 2014, 40,050kg of goods were recovered and sold by the Charity. Over the four years that the scheme has been operating the sales of reclaimed goods have raised £90,197 of additional funding.

In the past year, a new initiative to recover and sell discarded bikes had been set up. Between 30 and 40 bikes a week were collected and taken to Mount Prison where they were repaired and refurbished by prisoners before they were then sold through Sue Ryder shops. In addition to the work experience prisoners involved in the programme were also able to achieve an NVQ qualification that could be used when they were released. Adult bikes were sold for an average of £40 a bike and children's bikes were sold for £10 and over the past year the scheme had raised approximately £12,000.

The workshops at Mount Prison had the capacity to work on up to 100 bikes a week and it was hoped that the scheme could be expanded further with the development of

a bespoke bike shop in Reading which could be staffed by former prisoners. It was noted that Reading Borough Council was working with the Bike Kitchen, a community project providing space for people to undertake maintenance work on their bikes with the help of experienced mechanics and it was suggested that links with the Bike Kitchen could be developed by Sue Ryder.

The Board commended the work that Sue Ryder was doing and it was suggested that the re3 Councils publicise the initiative through Council meetings and publications.

**16. Date of Next Meeting**

It was noted that the next meeting of the Joint Waste Disposal Board management Committee would be held on Thursday 26 March 2015 at 10am at Smallmead Household Waste Recycling Centre.

**17. 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, 9 and 10 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.

**18. Finance Update Report**

The Board received a report providing an update on the financial management of the Joint Waste PFI contract since its last meeting on 18 September 2015. The report included the projected financial outturns for 2014/15, an overview of expenditure and an update on the budget setting process for the 2015/16 financial year.

The Board received a presentation on the strategy being delivered to address increasing costs. The presentation included an overview of the impact that the reduced waste volumes had resulted in savings against the modelled costs since 2007/08 and described how the strategic approach to costs had been developed. An overview of the initiatives that were either in the process of being delivered or were being explored as a future action was also provided.

It was noted that Reading Borough Council was consulting on its Waste Minimisation Strategy and that consideration would need to be given to what it means for both the Council and the re3 project.

**RESOLVED** that:

- i. the contents of the report be noted
- ii. that the steps being taken to manage cost as referred to in the report be noted

**19. re3 Contractual Dispute Update**

The Board received and noted a report providing an update on the progress in terms of the Excess Waste Profit Adjudication since its last meeting.

It was stressed that day to day working relationships between the re3 Council officers and the contractors were good despite the dispute.

It was agreed that regular updates would be sent to all Board members on a weekly basis.

**20. Review of Governance Arrangements**

The Board considered a report setting out proposals for a new management structure for the re3 project that would ensure the project's structure remained fit for purpose for the remaining lifetime of the contract.

It was noted that the proposals had been developed with the intention of bringing about stronger collaboration between the re3 councils, develop the collection and disposal interface and bring about greater strategic presence and impact for the re3 contract across the three councils as well as improving capacity and strategic guidance.

**RESOLVED that:**

- i. A full time re3 Strategic Waste Manager position that includes the role of 'Project Director' and also has roles and responsibilities that reflect the contractual, operational and strategic waste disposal needs across the partnership be created and that as part of this change the roles and responsibilities of the other re3 operational posts be reviewed to take account of this change.
- ii. The Partnership's three senior manager representatives undertake the necessary reviews and commence the recruitment process as soon as possible
- iii. Reading Borough Council, as the administrative authority for the Partnership, effects any necessary staff changes in accordance with their staffing protocols. The cost of any changes is to be found within the existing budget provision and will be funded through savings in disposal costs.

**CHAIRMAN**