

BARNESLEY, DONCASTER AND ROTHERHAM JOINT WASTE BOARD

Venue: Town Hall, Rotherham **Date: Friday, 13th December, 2013**
Time: 2.00 p.m.

A G E N D A

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Apologies for absence
4. Declarations of Interest
5. Minutes of the previous meeting held on 7th October 2013 (Pages 1 - 3)
6. Matters Arising
To discuss matters arising from the previous minutes, which are not included elsewhere on the agenda.
7. BDR Manager's Report (copy attached) (Pages 4 - 8)
 - Governance
 - Project Delivery
 - Technical
 - Health and Safety
 - Legal
 - Financial
 - Communications
 - Resources
 - Other
8. Risk Register - status report (Page 9)
9. Exclusion of the Press and Public
The following item is likely to be considered in the absence of the press and public as being exempt under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended, March 2006 – information relates to finance and business affairs)
10. BDR PFI - Budget Update 2013/2014 (Page 10)

11. Date, time and venue for the next meeting

To consider the following arrangements and pattern for meetings to be held during 2014:-

Steering Committee : Tuesday in February, 2014

Joint Waste Board : Friday 14th March, 2014

Steering Committee : Tuesday in May, 2014

Joint Waste Board : Friday in June, 2014

Joint Waste Board meetings are held at the Town Hall, Rotherham.

BARNESLEY, DONCASTER AND ROTHERHAM JOINT WASTE BOARD
7th October, 2013

Present:- Councillor C. Mills (Doncaster MBC – in the Chair); Councillors R. Miller (Barnsley MBC) and R. S. Russell (Rotherham MBC).

Beth Clarke	BDR Joint Waste Project Manager
David Burton	Rotherham MBC
David Finnegan	Barnsley MBC
Matt Gladstone	Barnsley MBC
Gill Gillies	Doncaster MBC
Steve Noble	DEFRA

Apologies for absence were received from Councillor S. Ali (Rotherham MBC) and from Mr. K. Battersby (Rotherham MBC).

K1. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

K1. MINUTES OF THE PREVIOUS MEETING HELD ON 14TH JUNE, 2013

Consideration was given to minutes of the previous meeting of the Barnsley, Doncaster and Rotherham Joint Waste Board, held on 14th June, 2013. A correction was made to the list of persons present, as Mr. P. Dale is an officer of Doncaster MBC.

Resolved:- That the minutes of the previous meeting of the BDR Joint Waste Board be approved as a correct record for signature by the Chairman.

K1. BDR MANAGER'S REPORT

The Barnsley, Doncaster and Rotherham Joint Waste Manager submitted a report updating the progress of the following issues:-

- (a) Bolton Road waste treatment site at Wath upon Dearne;
- (b) the waste treatment site at Ferrybridge;
- (c) community liaison;
- (d) financial issues and conclusion of the audit of accounts 2012/2013;
- (e) recruitment to the post of Project Support Officer.

Discussion took place on recent Environment Agency intervention due to flies on waste disposal sites. Members of the Joint Waste Board sought assurance from the BDR Manager that the control of flies would be a priority for the 3SE Contract Manager as soon as the Bolton Road facility

is operational.

Resolved:- That the BDR Manager's report be received and its contents noted.

K1. BDR RISK STATUS

The Barnsley, Doncaster and Rotherham Joint Waste Board considered the updated Waste PFI transition phase risk register.

Resolved:- That the updated information on the risk register be received.

K1. ROTHERHAM INVESTMENT AND DEVELOPMENT OFFICE - 15 OCTOBER 2013 EVENT - PRESS RELEASE

Members of the Joint Waste Board received a copy of the press release concerning the launch by Scottish and Southern Electric (SSE) of a new Open4Business Internet web portal which gives local firms details of contract opportunities available, similar to a scheme used at the London 2012 Olympic Games.

It was noted that a free event is being held in Rotherham on Tuesday 15th October 2013 which will enable local companies to learn more about how the web portal works and the contract opportunities which are available with SSE and their sub-contractors in the region.

Members emphasised that the event and the opportunities for local companies must acknowledge the contribution from and the impact upon all three of the constituent local authorities of the Joint Waste PFI. Members also requested that they be advised prior to any future press releases.

Resolved:- That the contents of the press release be noted.

K1. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended (information relating to the financial/business affairs of any person (including the Joint Waste Board)).

K1. BDR PFI BUDGET UPDATE 2013/14

Consideration was given to the Budget Summary, as at September 2013, for the Barnsley, Doncaster and Rotherham Joint Waste Private Finance Initiative (PFI).

Resolved:- That the report be received and its contents noted.

K1. DATE, TIME AND VENUE FOR THE NEXT MEETING

Agreed:- (1) That the next meeting of the Barnsley, Doncaster and Rotherham Joint Waste Board be held on Friday, 13th December, 2013, at the Town Hall, Rotherham, commencing at 2.00 p.m.

(2) That the next following meeting of the Barnsley, Doncaster and Rotherham Joint Waste Board be held on Friday, 14th March, 2014, at the Town Hall, Rotherham, commencing at 2.00 p.m.

BDR WASTE PFI**BDR MANAGER UPDATE REPORT : 5 DECEMBER 2013****1.0 Governance**

The Liaison Committee met on the 16/11/2013 and reports were received on construction progress. Mike Tuner of Shanks updated committee members on the recent sale of Shanks solid waste business to Biffa. Members of the liaison committee raised concerns on the reported fly outbreak at Cumbria. Mike Turner updated the group on the actions Shanks had taken to resolve the issue and lessons learned from the incident.

Overall the Liaison Committee were pleased with the projects progress and felt the profile of the project should be raised. A working group is to be set up to maximise the local employment benefits of the Contract.

2.0 Project Delivery**2.1 Bolton Road**

Item	Percentage Complete	Target Completion Date	Actual Completion Date	Comments
Bridge design	100%	24/9/2012	17/8/2012	Bridge construction to adoptable standards for 120 year life
Planning Bolton Road	100%	10/8/2012	9/8/2012	Full planning consent obtained Judicial Review period ended on 9/8/2012 no issues were raised. Detailed design work will require some minor-material amendments to be made to the application. These are due to some slight practical variations in the design of the gatehouse, visitors centre, architectural treatment and ground surface treatment.
Discharge of planning conditions	85%	1/7/2015		The Bolton Road planning consent conditions that require more work to be undertaken are related to drainage, odour management, contamination and noise.

Item	Percentage Complete	Target Completion Date	Actual Completion Date	Comments
Bolton Road permit process	100%	July 2012 in Final Business Case (FBC)	7/01/2013	<p>Permit received from Environment Agency on 5/10/2012. There are 4 pre-operational conditions.</p> <ul style="list-style-type: none"> • An odour management plan is to be submitted before the facility becomes operational • Background sampling of bio-aerosols • Further information on noise abatement must be submitted • Evidence of the technical competence of the Site Manager must be supplied prior to Jan 2015 <p>Judicial Review Period ended on 6/1/2013; the permit is now deemed satisfactory as Shanks have not raised any issues.</p>
Site possession Shanks	100%			Shanks Contractor onsite. Construction, Design and Management advisor has checked Method Statements and Quality Systems, enabling works underway.
Mobilisation for Enabling Works	100%	15/10/2012	13/8/12	Shanks Contractor (Birse) have mobilised plant for main works on site. Shanks and Birse leased office space at Patrick Tobin Business Park, Wath. The Independent Certifier has commenced his review of the design and build.
Enabling works Bolton Road	100%	23/12/2012		All consents in place for working on the access road. Culvert in place, backfilling complete
Mobilisation for Construction Bolton Road	100%	12/12/12	7/12/2013	3SE construction sub-contractor Birse mobilised for the construction of the main facility. Excavation works commenced. The EA are consulting on the discharge of dewatering effluent from site.
Power on to permanent works	90%	26/8/2014		Way leaves in place, electricity substation now completed cables pulled across road ready for jointing
Buildings complete excluding planting	66%	29/9/2014		Slab pours in progress, reception pit floor now complete. Haul roads on site are being constructed along with drainage and cable ductwork. Cabin office block has been relocated Civil works to Visitors centre and workshop 85% complete. Steelwork for refinery and bio MRF area workshop and visitors centre commenced

Item	Percentage Complete	Target Completion Date	Actual Completion Date	Comments
Roads and weighbridge complete	30%	01/10/2014		Several slab pours completed, 2 of 3 weighbridge foundations in progress
Intelligent Transfer Station (ITS) Commissioning	0%	7/4/2015		Foundations 90% complete, steelwork commenced.
ITS Acceptance Tests	0%	20/5/2015		
Anaerobic Digestion (AD) Commissioning	0%	12/5/2015		
Animal By-Products Regulations (ABPR) Compliance	0%	12/5/2015		
AD Acceptance Tests	0%	16/6/2016		
Progress towards Service Commencement	15%	1/7/2015		Estimate 6 weeks of float in current programme, though this is not translating yet to an early Ecodecco start date

2.2 Ferrybridge

Ferrybridge permitting process	1005	July 2012 in FBC		Permit issued 30/11/2012 SSE confirmed this as a satisfactory permit. Judicial Review period ended on 1/3/2013 with no challenges received.
Enabling works Ferrybridge	95%	17/12/2012		Cricket Pavilion completed, new car parking area completed, work on access underway outstanding work on tank but this will not affect the main works commencing
Main Works Hot Commissioning	0%	12/10/2014		
Operational Testing	0%	5/4/2015		
Facility Operational	0%	5/4/2015		

3.0 Technical

3.1 Bolton Road

Shanks are in discussions with the Environment Agency (EA) on the requirements of Directive 2010/75/EU of the European Parliament and of the Council of 24 November 2010 on industrial emissions directive (IED). Currently the Bolton Road Facility is permitted by a Standard Rules permit, under the IED the Bolton Road Facility is now regarded as an installation the EA are considering whether the permit should be a Bespoke Permit under this legislation. The BDR Manager along with the technical advisors are monitoring the progress of the discussions.

The CDM Advisor, the Technical Advisor the Contract Manager and the BDR Manager visited the Jones Celtic Bio-energy site in Dunfermline on 31/10/2013. This visit was to undertake due diligence on the proposed AD plant.

The Technical Advisor has provided a report on the Dunfermline visit with some considerations that will need to be included in the Standard Operating Procedures (SOP) for the site when operational.

Three complaints have been received regarding mud on the road at Bolton Road near the site entrance. The Contractor has a sweeper on site and the BDR Manager has visited site and requested more detailed information is kept on the sweeper activities.

3.2 Ferrybridge

The build on Ferrybridge is progressing according to plan; progress on site can be viewed on the following link <http://www.intervalfilms.com/sse>.

HZI in detailed design with SSE. Commissioning due to start 30/11/2014.

3.3 Health and Safety

Incident Type	Brief Description	Investigation ongoing/complete	Report (Yes/No)	Issued
RIDDOR	Fractured foot (at site of previous injury)	Complete	Yes	
RIDDOR	Concussion	Complete	Yes	
Minor	Dust in eye	Complete	n/a	
Minor	Cut to finger while dressing HDPE lining	Complete	n/a	

4.0 Legal

The Legal Team have been reviewing the Inter Authority Agreement (IAA2) as discussed under section 1.0 above.

5.0 Financial

The operational management costs are projected to be within budget for 2013/14.

The Joint Waste Team is currently working on systems to ensure the apportionment of operational costs is in line with the requirements of the Inter Authority Agreement (IAA2).

6.0 Communications

The Open4BusinessTranspennine local event organised in conjunction with Local Business Development and Procurement Officers across the three Councils on 15/10/13 was well attended. Rotherham's Investment and Development Officer (RIDO) should be commended for his efforts as the event was attended by approximately 80 delegates and 50% of those attending signed up to the portal. Feedback from the event was in the main positive.

The Open Doors weekend attended by Barnsley and Boston Spa Colleges was well received articles about this event appeared in the local media.

The Liaison Committee have asked that the BDR communication working group consider the use of social media such as Facebook and Twitter to raise the profile of the Project.

The Chair of Joint Waste Board, Andrew Ellis from SSE, Jeremy Simpson from Shanks and the BDR Manager attended the CIWM Awards. Biffa won the ERM award for excellence that BDR were shortlisted for.

Tracy Leyland-Jepson has taken over as the Doncaster Ward representative on the Community Liaison Group (CLG).

CLG members raised concerns regarding traffic mainly at Melton Mill lane.

7.0 Resources

The core team has been augmented by the appointment of a project support officer on a fixed term basis.

8.0 Other

Doncaster Council are consulting on a Transfer Station at Kirk Sandall, this will help to mitigate transport movements from Doncaster to the PFI Facility.

Risk Status Report

Risk Ref	Risk Register	Risk Title	Current Risk Rating				Controlled		Control Measures				
			02/13	05/13	08/13	11/13	Rating	Target Date	Not Started	In Progress	Implemented	Total	% Implemented
WPFIT0001	Waste PFI Transition Phase	Waste volumes change	4	4	4	4	2	02/03/2015	0	4	1	5	20%
WPFIT0002	Waste PFI Transition Phase	Off site works/Ground Conditions Costs not as expected	6	6	6	6	4	29/11/2013	0	2	2	4	50%
WPFIT0007	Waste PFI Transition Phase	Legislative Change	12	12	12	12	9	01/07/2015	0	4	2	6	33%
WPFIT0008	Waste PFI Transition Phase	Transport Movements	6	6	6	6	4	01/04/2014	2	1	1	4	25%
WPFIT0009	Waste PFI Transition Phase	Major incident at ITS/AD	8	8	8	8	8	01/07/2015	0	7	0	7	0%
WPFIT0010	Waste PFI Transition Phase	ITSAD fails commissioning tests	12	12	12	12	8	01/07/2015	1	3	0	4	0%
WPFIT0011	Waste PFI Transition Phase	Business Continuity - BDR	9	9	9	9	6	31/12/2013	0	3	3	6	50%
WPFIT0012	Waste PFI Transition Phase	Business Continuity - 3SE	6	6	6	6	6	01/07/2015	0	5	3	8	38%
WPFIT0013	Waste PFI Transition Phase	Design Changes result in scope creep	8	8	8	8	4	01/07/2015	0	7	0	7	0%
WPFIT0014	Waste PFI Transition Phase	Construction delay	8	8	8	8	8	02/12/2013	0	2	0	2	0%
WPFIT0015	Waste PFI Transition Phase	Review of Waste Infrastructure PFI Credits	n/i	5	5	5	5	01/07/2015	0	5	0	5	0%
			11	79	84	84	64		3	43	12	58	21%

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