

## **BARNESLEY, DONCASTER AND ROTHERHAM JOINT WASTE BOARD**

**Venue:** **Town Hall, Moorgate  
Street, Rotherham S60  
2TH**

**Date:** **Friday, 12th December, 2014**  
**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 19th September 2014 (Pages 1 - 3)
6. Matters Arising  
To discuss matters arising from the previous minutes, which are not included elsewhere on the agenda.
7. Barnsley, Doncaster and Rotherham - Joint Waste Strategy
8. BDR Manager's Report (Pages 4 - 12)
  - Governance
  - Project Delivery
  - Technical
  - Legal
  - Financial
  - Communications
  - Resources
  - Health and Safety
  - Other
9. Risk Register (Page 13)
10. 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)

11. BDR PFI Budget Report 2014/2015 (Page 14)

12. Date, time and venue for the next meeting

To consider the following arrangements and pattern for the meetings to be held during 2014/2015:-

Steering Committee : Tuesday in February or March, 2015  
Joint Waste Board : Friday 20th March, 2015

Steering Committee : Tuesday in May, 2015  
Joint Waste Board : Friday in June, 2015

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

**BARNESLEY, DONCASTER AND ROTHERHAM JOINT WASTE BOARD**  
**19th September, 2014****Present:-**Councillor R. Miller      Barnsley MBC (**in the Chair**)

Councillor L. Richardson      Doncaster MBC

J. Busby

DEFRA

P. Castle

Barnsley MBC

B. Clarke

BDR Joint Waste Project Manager

C. Fletcher

Shanks Waste Management

A. Gabriel

Rotherham MBC

C. Mills

Doncaster MBC

L. Richardson

Doncaster MBC

Apologies for absence were received from Councillor Hussain (RMBC) and Mrs. G. Gillies (Doncaster MBC).

**K13. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**K14. MINUTES OF THE PREVIOUS MEETING HELD ON 27TH JUNE, 2014**

Consideration was given to the minutes of the previous meeting of the Barnsley, Doncaster and Rotherham Joint Waste board held on 27<sup>th</sup> June, 2014.

It was noted that the following clerical corrections be made to the minutes:-

Karen Hanson      Doncaster MBC  
Lee Richardson      Doncaster MBC

Further to Minute No. K3 it was noted that Councillor Smith would no longer be Rotherham Council's elected representative on the Board due to the recent Cabinet changes. The new portfolio holder was Councillor Mahroof Hussain, Cabinet Member for Environment.

**K15. 3SE FIRE STRATEGY**

Colin Shanks, Project Director, Shanks provided a detailed presentation on the Fire Strategy to be adopted for the new waste plant at Manvers.

Discussion ensued on the presentation with issues raised regarding the arrangements made in the event of a fire for the water overrun, insurance and the communication strategy.

It was also reported that there had been a very successful recruitment event recently. Over 500 application forms had been distributed as well as forms submitted online.

**K16. BARNESLEY, DONCASTER AND ROTHERHAM - JOINT WASTE STRATEGY**

Beth Clarke, BDR Joint Waste Project Manager, reported that it was hoped to develop an overarching Joint Waste Strategy for Barnsley, Doncaster and Rotherham. A powerpoint presentation was given which covered:-

- Strategic context and drivers
- EU Waste Framework Directive
- Waste Strategy for England 2007 (2011 Review)
- Local Waste Strategies
- BDR Joint Waste Plan 2012
- BDR Waste Services and Recycling
- BDR Targets and additional strategic commitments
- Considerations
- 2015 and beyond

Those present were in favour of such an option being explored.

**K17. BDR WASTE MANAGER - PROGRESS REPORT**

Consideration was given to the submitted report of the BDR Joint Waste Project Manager which contained information relating to:-

- Governance
- Project Delivery
- Technical
- Legal
- Financial
- Communications
- Resources
- Health and Safety
- Others

Members also noted that:-

- Launch of the Rubbish Adventure, an interactive workshop that was being delivered in partnership with Magna as a result of grant funding from the Royal Academy of Engineering, would take place on 29<sup>th</sup> October. The workshop explained the waste process that took place at the BDR facility.

**K18. RISK REGISTER**

The Barnsley, Doncaster and Rotherham Joint Waste Board considered the update Waste PFI transition phase risk register, as at 9<sup>th</sup> September, 2014.

It was noted that it was to be submitted to Rotherham's Cabinet on 15<sup>th</sup> October, Doncaster's on 5<sup>th</sup> November and Barnsley the following week.

Jim Busby, DEFRA, reported that his organisation was comfortable with how things were progressing to date. The entitlement to credit started with the readiness certificate i.e. when ready to start.

**K19. EXCLUSION OF THE PRESS AND PUBLIC**

Agreed:- 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)).

**K20. BDR PFI BUDGET REPORT 2014/2015**

Consideration was given to the Budget Summary, as at September, 2014, for the Barnsley, Doncaster and Rotherham Joint Waste Private Finance Initiative (PFI).

**K21. DATE, TIME AND VENUE FOR THE NEXT MEETING**

It was noted that future meetings of the Barnsley, Doncaster and Rotherham Joint Waste Board would be held on Friday, 12<sup>th</sup> December, 2014, and 20<sup>th</sup> March, 2015, at the Town Hall, Rotherham, commencing at 2.00 p.m.

**BDR WASTE PFI****BDR MANAGER UPDATE REPORT (DECEMBER 2014)****1.0 Governance**

Reports on amendments to the current delegations under the PFI Contract have been considered and approved across all three Councils. The Legal team is considering revisions to the Inter Authority Agreement, this work has been impacted on by a key individual leaving the team.

**2.0 Project Delivery****2.1 Bolton Road**

Item	Percentage Complete	Target Completion Date	Actual Completion Date	Comments
Discharge of planning conditions	95%	1/7/2015		<p>Outstanding conditions:</p> <ul style="list-style-type: none"> <li>• Biodiversity</li> <li>• Flood management plan</li> <li>• Traffic management plan</li> </ul> <p>The above have all now been submitted to RMBC planners, Shanks awaiting comments.</p> <p>A section 73 planning application in respect of minor amendments to the AD facility and final internal layout has been submitted and was considered and approved by the Planning Committee on 30 October 2014. Formal sign off has now been provided by RMBC.</p>
Permit progress	100%	1/7/2012	1/10/12	<p>Permit received from Environment Agency on 5/10/2012. There are 4 pre-operational conditions, which have all now been signed off.</p> <p>Variation for AD to move from standard rules to bespoke, now issued by EA.</p>

Fire Strategy completed	95%			The Fire Strategy has undergone a complete review following incidents at Ferrybridge and Frog Island.
Power on to permanent works	100%	26/8/2014		Final connection now made.
Buildings complete excluding planting	100%	29/9/2014		All external works complete. Workshop build and fit out complete. Visitors centre build and fit out complete, handover on 23/06/14.
Roads and weighbridge complete	100%	01/10/2014		Weighbridges installed and roads complete. Handover completed 01/09/14.
Intelligent Transfer Station (ITS) Construction	100%	7/4/2015		All external works nearing completion.
ITS Commissioning	75%	24/2/2015		Process water cannons installation complete. All six waste handling cranes installed and grabs now on site. Work commenced on refinement layout with several pieces of equipment (trommel, conveyors) now in place. Mechanical installation now 80% complete, electrical wiring to commence. Bio filter construction commenced, line 1 and 2 now complete and filled. Cable pulling and electrical work commenced. Shredders installed. Fast acting doors to reception pits and shredder pits now installed
ITS Acceptance Tests	0%	20/5/2015		
Anaerobic Digestion (AD) Commissioning	70%	11/11/2014		Good progress made with all internal construction works to fermenters, reception hall, ASP and In Vessel Composting (IVC) areas now substantially complete. Standby boiler commissioned and commenced heat cycle of

				fermenter under floor heating. Bio filter construction complete, fill of LECA complete, and tented cover now installed. Extraction ductwork, now substantially complete. Training of workforce commenced w/c 23/09/14. Readiness test certificate issued by Independent Certifier (IC).
FITS application	50%	12/10/2014		FITS application underway. BDR manager has raised with Contract Director that BDR need to have sight of the application.
Animal By-Products Regulations (ABPR) Compliance	50%	12/5/2015		Meeting held with Vets on site, Further plans submitted to Vets for sign off, ref. Addition of mechanical heat to pasteurisation process, further meetings planned in November 2014. Early warning issued by Jones Celtic to Shanks to their perceived change in State vets guidance.
AD Acceptance Tests	0%	16/6/2015		
Progress towards Service Commencement	74%	1/7/2015		Balfour Beatty have now left site Both A2A (Ecodeco) and Jones Celtic Bio Energy (JCBE) now established with progress on mechanical and equipment fit out.
Recruitment	40%			Recruitment for AD manager, MBT manager, AD supervisor, and AD operators now complete.

## 2.2 Ferrybridge

Item	Percentage Complete	Target Completion Date	Actual Completion Date	Comments
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 effect the main works commencing

Main Works Hot Commissioning	0%	12/10/2014		This date has slipped into February 2015 at last update
Operational Testing	0%	5/4/2015		
Facility Operational	0%	5/4/2015		

### 3.0 Technical

#### 3.1 Bolton Road

The majority of the construction works is now substantially complete and Balfour Beatty have now handed over their principal contractor role to Border Environmental. The emphasis has changed from pure construction over to process equipment installation. Balfour Beatty are continuing with final fit and snagging of the various buildings and infrastructure.

#### A2A (formally Ecodeco)

A2A are now firmly established on site and the following works have been completed:

- Process water cannons installation complete.
- All six waste handling cranes installed and grabs now on site
- Work commenced on refinement layout with several pieces of equipment (trommel, conveyors) now insitu, mechanical installation now 80% complete, electrical wiring to commence.
- Bio filter construction on line 1 and 2 now complete and filled
- Cable pulling and electrical work commenced.
- Shredders installed.
- Fast acting doors to reception pits and shredder pits now installed.

#### JCBE (Dry AD plant)

Work on the dry AD plant is progressing to plan; the following works have been completed:

- All internal construction works to fermenters, reception hall, ASP and In Vessel Composting (IVS) areas now substantially complete.
- Standby boiler commissioned and commenced heat cycle of fermenter under floor heating.
- Bio filter construction complete, fill of LECA complete, and tented cover now installed.

- Extraction ductwork, now substantially complete.
- Training of workforce commenced w/c 23/09/14 start
- Readiness certificate issued by IC.

The standby boiler has been commissioned and is in use slowly raising the temperature of the under floor and wall heating. Commissioning is planned for a November 2014 start.

Meetings have been held with both the EA and State vets with regard to future compliance, Shanks are reviewing documents following their input and providing quality and process maps to both.

Shanks proposals for an ecological mitigation pond on site have initial approval from RMBC subject to issue of the final drawing.

ABPR compliance with state vets remains challenging for the AD.

## **Recruitment**

Recruitment for AD manager, MBT manager, AD supervisor, AD operators now complete.

Recruitment event took place at Wath library on 17 September 2014. Individuals were invited to come and learn more about the project and type of roles available. The event was staffed by 3 HR Specialists from Shanks central team, the Office Manager, the CELO and the Contracts Director. The BDR manager attended for part of the day. Footfall in the library increased by 700 people, approximately 500 application forms were handed out. Shanks HR team are collating information on the applications prior to inviting to interview. Information has been provided on where the applicants are from.

## **3.2 Ferrybridge**

### **Progress on Site**

The civils works are now nearing completion and cold commissioning commenced in Q4 of 2014.

## **Recruitment**

- 11 operational staff commenced 1 September 2014 (Shift and Day Team Leaders/mechanical etc.) and have undergone training in plant operations and maintenance.
- 23 more will commence by end October 2014 and will undergo same training, specialist equipment training will also be provided by the original equipment supplier.

## **Ferrybridge 2**

Multifuel Energy Ltd is seeking permission to build a second Multifuel Power Station (known as FM2) on the Ferrybridge site. The application was submitted July 2014 and accepted examination by PINS in August 2014 and now enters the pre examination phase.

## **4.0 Legal**

There is a shortage of internal legal resources to support the project. In the short term external legal advice is being provided for urgent matters

## **5.0 Financial**

The Operational Management costs are predicted to be within budget for 2014/15.

This situation could change if external legal advice is necessary for all legal matters.

## **6.0 Communications**

A recruitment event took place at Wath Library on 17 September 2014. Individuals were invited to come and learn more about the project and type of roles available. The event had an excellent turn out with more than 800 people attending. Shanks HR team are collating the information from the recruitment event applications prior to inviting successful applicants to interview.

Work was completed on the construction of special equipment, including a conveyor belt and a trommel, ready for the launch of “It’s a Rubbish Adventure”, our joint project with Magna Science Adventure Centre, which took place on 29 October 2014 at Magna. Children saw the processes involved in moving, sorting, re-using and recycling waste in a hands-on experience.

The launch was attended by approximately 40 members of the public from toddlers to parents. These families engaged with the workshop offering very positive feedback and praise. A photographer and videographer for the partnership attended and captured stills and video footage, there were also two local press photographers in attendance. The launch received very positive media coverage in several local outlets.

To date the 'It's a Rubbish Adventure!' workshop has been delivered 21 times, three of these to school parties from the Barnsley, Doncaster and Rotherham areas. In total 248 Key Stage 2 pupils (7-11 year olds) have attended the workshops with school parties and a further 206 family visitors have attended the workshops run in Magna at peak times such as the school holidays.

Shanks Community Education Liaison Officer (CELO) has been appointed and work has commenced on the Community Liaison Plan. News of the appointment appeared in Lets Recycle.

### **Community Liaison Education Officer (CELO) Activities**

A summary of the proposed Community Liaison Plans activities are in the table below:

<b>Activity 15/16</b>
Waste audit consultation paper for schools produced and audit trialled
50 school visits
60 workshops or talks
36 community events
Training 8 groups to be 3Rs advocates
Partnerships with hard to reach / hard to engage groups
120 volunteer hours
8 volunteers trained to spread 3Rs messages
24 roadshows
100,000 leaflets - 20,000 school leaflets - 40,000 BDR plant leaflets - 40,000 How to prep your waste for disposal leaflets

- 40,000 what happens to your recycling leaflets
Merchandise
Waste Minimisation campaign
- E.g. No junk mail, charity shop, furniture project campaign
- Including on street advertising and signposting cards
Develop BDR website to increase usage by 5%
Waste composition audit

All CELO activities are aimed at increasing awareness and understanding of recycling and waste prevention. All achieved by using a number of different communication techniques.

To date the CELO has completed a number of activities including; developing “It’s a Rubbish Adventure” in partnership with Magna and the BDR team, making connections with the Dearne Valley Nature improvement area and Eco Vision. School visits with Carlton Community Collage Year 11 Citizenship students, Attending Scoutastic scouting event and talking to over 200 local children and adults. The CELO is also currently developing the criteria for Shanks Corporate Social Responsibility fund and is working with the CLG on this.

## 7.0 Resources

The review of the roles of the Joint Waste Team for the operational phase of the Contract is underway.

## 8.0 Health and Safety

### Cumulative report

Incident Type	Brief Description	Investigation ongoing/complete	Report Issued (Yes/No)
RIDDOR	Fractured foot (at site of previous injury)	Complete	Yes
RIDDOR	Concussion	Complete	Yes

Minor	Pedestrian fence blew over in wind, striking electrician on the leg, no injury.	Complete	n/a
Minor	Dust in eye	Complete	n/a
Minor	Cut to finger while dressing HDPE lining	Complete	n/a
Minor	Steel erector hurt thumb whilst recovering a vehicle stuck in soft ground	Complete	n/a
Incident	Operative stepped into gully no injury sustained.	Complete	n/a

## Incidents

Shanks and SSE are still awaiting reports on the findings of the forensic analysis of the fires at ELWA and Ferrybridge. Work on the BDR fire strategy continues to ensure it is robust.

There was a fire at the Hespin Wood site in Cumbria during the early hours of Friday 7th November 2014. There were no injuries and the service provision recommenced on Monday 10th November 2014. Shanks will provide further details once the cause of the fire has been determined.

## 9.0 Other

Work is underway to reschedule rounds across the three Council areas ready for delivery of commissioning waste to the plant early next year.

## Risk Status Report

Risk Ref	Risk Register	Risk Title	Current Risk Rating				Controlled		Control Measures					
			03/14	06/14	09/14	12/14	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	31/12/2014	0	2	2	4	50%	
WPFIT0007	Waste PFI Transition Phase	Legislative Change	12	12	12	12	9	31/12/2014	1	3	3	7	43%	
WPFIT0008	Waste PFI Transition Phase	Transport Movements	6	6	6	6	4	30/01/2015	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	31/12/2014	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	4	4	01/07/2015	0	6	1	7	14%	
WPFIT0014	Waste PFI Transition Phase	Construction delay	8	8	8	4	8	31/12/2014	0	2	0	2	0%	
WPFIT0015	Waste PFI Transition Phase	Review of Waste Infrastructure PFI Credits	5	5	5	5	5	01/07/2015	0	6	0	6	0%	
WPFIT0018	Waste PFI Transition Phase	Insurance Costs Increase	6	6	6	6	4	02/02/2015	0	2	0	2	0%	
WPFIT0019	Waste PFI Transition Phase	Plant fails to commission on time	n/i	6	6	6	3	30/01/2015	0	5	0	5	0%	
			13	90	96	96	88	71		4	49	14	67	21%

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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