

SCHEDULE 36

Reporting Proformas

This is Schedule 36 comprising Reporting Proformas referred to in the Project Agreement for the provision of waste services to Cumbria

between

CUMBRIA COUNTY COUNCIL

and

SHANKS CUMBRIA LIMITED



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SCHEDULE 36

REPORTING PROFORMAS

PART 1- MONTHLY MONITORING AND PERFORMANCE REPORT

SCHEDULE 36

Reporting Proformas

Part 1– Monthly Monitoring and Performance Report

25 Working Days prior to the billing date of each Month during the Contract Period the Contractor shall provide to the Authority’s Representative a Monthly Monitoring and Performance Report in the form set out in this Schedule.

REPORTING PERIOD (Month & Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

1. <u>INTRODUCTION</u>	
1.1	Commentary on; <ul style="list-style-type: none">• Current initiatives• Any major milestones• Status in roll out of services
1.2	Commentary on items of note in section 2 (Technical)
1.3	Commentary on items of note in section 3 (Finance & Invoice)
1.4	Comments on actions for forthcoming month

2. TECHNICAL

2.1 General

2.1.1 Overall Summary;

2.1.2 General comments on Performance, environmental issues, Health and Safety issues, compliance with SDPs; and

2.1.3 Forward looking comments for next 1/6/12 month periods.

2.2 Overall Contract Performance

	Category	Target (% or tonnes, as applicable)	Tonnes in Contract Year	%	Total Tonnes in Contract Year to date	%	Tonnes in rolling 12 months	%
2.2.1	Tonnage of Contract Waste Received							
2.2.2	Contract Waste Recycled and Composted							
2.2.3	Active Contract Waste Recovered							
2.2.4	Active Contract Waste Landfilled ^P							
2.2.5	Inactive Contract Waste Recovered							
2.2.6	Inactive Contract Waste Landfilled							
2.2.7	Tonnage of non contract waste received							

^P Refers to data that is also relevant to the reporting requirements set out in Part 2 of this Schedule; relevant reference data codes are shown in bold in square brackets

2.3 Performance against Council Key Performance Indicators (KPIs)

2.3.1 HWRC Target Recycling and Composting Rate

2.3.2 Landfill Active Waste Standard

2.3.3 Biodegradable Contract Waste Landfill Tonnage Threshold

2.4 <u>KEY SERVICE SUMMARIES</u>		
2.4.1	<u>Works Delivery Plan</u>	<ul style="list-style-type: none"> • Progress of Works against Key Milestones (including variations against planned time scales) • (ITS North and South) • Project Delivery Gantt Chart • Commissioning • Other activities
2.4.2	<u>HWRC Network</u>	<p>Summary performance for month – tonnes & percentage of throughput;</p> <ul style="list-style-type: none"> • Re-used • Recycled & Composted • Rubble & soil diverted to beneficial use • Hazardous • Residual (including off-taker residuals) • % Recycled PI • % Diverted from landfill • Vehicle count totals • Permit scheme summary • WCA bring bank totals (estimates) • Specific Waste Items List Totals by item/tonnage (as applicable) <p>Site specific performance information to be included as Appendix 5.</p> <p>Detailed materials breakdown to be provided in accordance with the requirements of Appendix 8 WasteDataflow, Q16.</p>
2.4.3	<u>ITS Facilities (Separate North & South Summary)</u>	<p>Summary performance for month – tonnes & percentage of throughput separately for each ITS;</p> <ul style="list-style-type: none"> • Contract Waste Received <ul style="list-style-type: none"> ○ Including Specific Waste Items • Non-Contract Waste Received • Recycled • Moisture loss • Sent for energy recovery • Landfilled
2.4.4	<u>SRF Facilities</u>	<p>Tonnage data:</p> <ul style="list-style-type: none"> • Contract Waste input • Metal and bottom ash recovery & disposal • Cumulative Contract Year to date
2.4.5	<u>Transfer</u>	<ul style="list-style-type: none"> • Detailed transactions and total tonnages of all Contract Waste received at all transfer stations, per WCA; • Detailed transactions and total tonnages of all Contract Waste bulked up and transported out of each transfer station;

2.4 <u>KEY SERVICE SUMMARIES</u>		
		<ul style="list-style-type: none"> The tonnage of Non-Contract Waste Received at all Waste Transfer Stations.
2.4.6	<u>Pass Through Costs</u> ^P	<ul style="list-style-type: none"> Tonnage of Specific Waste items– broken down into waste categories; Disposal routes for each Specific Waste item; Rates per tonne for each category of Specific Waste item.
2.4.7	Wastedataflow	<ul style="list-style-type: none"> Submission of the relevant monthly WasteDataflow requirements set out in Appendix 8.

2.5 <u>GENERAL CONTRACT MANAGEMENT</u>		
2.5.1	<u>Performance Criteria</u> ^P	<p>Commentary on overall performance against the Performance Management System.</p> <p>Total Performance Points incurred by the Contractor in the Relevant Contract Month</p>
2.5.2	<u>Additional Mileage Deduction</u> ^P	<p>Summary of all AMD's:</p> <ul style="list-style-type: none"> No occurrences per site, duration of each closure, reason for closure <p>Details of all ITS, TS and Landfill site unavailability and additional mileage deductions to be made per closure to be provided in Appendix 6.</p>
2.5.3	<u>Authority Support</u> <u>(All sites)</u>	<p>Summary and commentary on:</p> <ul style="list-style-type: none"> Customer feedback (enquiries, comments and compliments) Complaints and their follow-up (operational and environmental) Members' enquiries Freedom of Information requests Environmental information requests Press enquiries Summary of stakeholder activities undertaken or planned; Summary of promotional and publicity activities The number of promotional tours requested/taken place (ITS and HWRC) Meetings attended, not attended, including dates Data requests submitted, including dates and status update (In progress, complete, refused, reason)

2.5 <u>GENERAL CONTRACT MANAGEMENT</u>		
		See Appendix 7 – Copies of Complaint Correspondence
2.5.4	<u>WCA Interface</u>	<p>Summary of;</p> <ul style="list-style-type: none"> • Number of Unauthorised Vehicles attempting to deliver waste to ITS, TS or Landfill sites • Average turnaround time per site • Average daily vehicle movements per site • First and last tip times per site • Average vehicles per opening hour for the month • WCA complaints and comments • Breaches of site rules/near miss reports • Any other WCA issues
2.5.5	<u>Health, Safety, Welfare and Fire</u>	<p>Monthly Health, Safety and Welfare Report detailing accidents and dangerous occurrences.</p> <p>Summary of incidents/accidents (RIDDOR involving Staff, accident involving a member of the public, or damage to third party property) and measures taken to manage and rectify hazards.</p> <p>See Appendix 4 Monthly Health & Safety Report</p>
2.5.6	<u>Legislative Compliance</u>	<ul style="list-style-type: none"> • Summary of material contacts/correspondence with Relevant Authorities, and any required rectification measures. • Summary of EA inspections and licence/ permit related activities per facility
2.5.7	<u>Quality and Environment</u>	<ul style="list-style-type: none"> • Quality Audits (dates, area audited, non-conformances/corrective action details) • Emissions data per Facility • Utility consumption per Facility
2.5.8	<u>Service Delivery Plan</u>	<ul style="list-style-type: none"> • Summary of compliance (exceptions) with the Service Delivery Plan (SDP) including: <ul style="list-style-type: none"> ○ Transport Plan ○ Emergency Plan ○ Authority Support Plan ○ Health & Safety, Welfare and Fire Safety Plan ○ Materials Marketing Plan (Incl. Off-taker/Outlet Matrix amendments) ○ Community Liaison Plan ○ Expiry Plan ○ Mobilisation Plan ○ Final Disposal Plan ○ Business Continuity Plan

2.5 GENERAL CONTRACT MANAGEMENT		
		<ul style="list-style-type: none"> ○ Branding Strategy ○ Third Party Waste Plan ○ QA and EMS Plan ○ Human Resources Plan ○ Monitoring and Performance Reporting Plan ○ Site specific SDPs ○ Asset Management Plan ● including ongoing Mobilisation, Commissioning, and Community Liaison activities changes to SDP. ● Any proposed amendments to the SDP ● Details of any upcoming reviews of SDP
2.5.9	<u>Other issues</u>	Any other issues which arise from time to time.

^P Refers to data that is also relevant to the reporting requirements set out in Part 2 of this Schedule; relevant reference data codes are shown in bold in square brackets

2.6 PERFORMANCE FRAMEWORK (See Appendix 3)

- 2.6.1 Service Failures
- 2.6.2 Points (monthly and rolling 12 month average points bank)
- 2.6.3 Review of rectification plans
- 2.6.4 Review of excusing cause notices

3. FINANCIAL AND MONTHLY UNITARY CHARGE

3.1 Tonnage payments (calculated in accordance with Schedule 5 para 3)

Table 3.1 (Summary from Appendix 9)

Tonnage Band	Tonnage (M – 3)	Tariff £	Total for MUC £	Tonnage Cumulative	Total Cumulative £
			b/f		
1					
2					
C1					
C2					
Total (T)					
			c/f		

3.2 Landfill payments (calculated in accordance with Schedule 5 para 4)

3.2.1 Landfill Gatefee (LG)

Table 3.2 (Summary from Appendix 10)

Landfill Site	Active Contract Waste Landfilled (M - 3)	Tariff £	Total Landfill Gatefee Cost £	Active Waste Tonnage Cumulative	Cash Payment Cumulative £
			b/f		
Flusco					
Distington					
Hespin Wood					
Bennet Bank					
Total Cost					
			c/f		

Table 3.3 (Summary from Appendix 10)

(a) Total Landfill Gatefee Cost (£)	
(b) Adjustment as per Appendix 10 (£)	
(c) Total landfill Gatefee Payable (LG)	

3.2.2 Landfill Tax

Table 3.4 (Summary from Appendix 10)

Active Waste Tonnage Landfilled (M – 3)	Prevailing Rate Landfill Tax	Total Landfill Tax Due	Active Waste Received Cumulative

Table 3.5

(a) Total Landfill Tax Due (£)	
(b) Adjustment as per Appendix 10 (£)	
(c) Total Landfill Tax Payable (LT)	

3.2.3 Total Landfill payment

Table 3.7

(a) Total Landfill Gatefee Payable(LG)	
(b) Total Landfill Tax Payable (LT)	
(c) Total Landfill payment (L)	

3.3 **3.3 Pass through costs**

3.3.1 Non-domestic Rates (Calculated in accordance with Schedule 5 para 5.2)

Table 3.8 (Summary from Appendix 9)

Total NNDR Due	Ineligible Amounts	Total Payable	Cumulative Total

3.3.2 Specific Waste Items (calculated in accordance with Schedule 5 para 5.3)

Table 3.9 (Summary from Appendix 9)

Specific Waste Items Table	Total Payable (M - 3)	Total Payable Cumulative
	b/f	
1		
2		
Total Specific Waste (TSW)		
	c/f	

3.3.3 Additional Opening Costs (calculated in accordance with Schedule 5 para 5.4)

Table 3.10 (Summary from Appendix [11])

Total Resource Parks	Total HWRC	Total Transfer Station	Total

3.3.4 Electricity costs at Eco Deco (calculated in accordance with Schedule 5 para 5.5)

Table 3.11 (Summary from Appendix 9)

	Total (M - 3)	Cumulative
(a) Fixed Charge (F)		
(b) Estimated Power Usage per tonne (EPU)		
(c) Contract Waste Tonnage received at Eco Deco (V)		
(d) Weighted Average Power Tariff (WAPT)		
(e) Total Variable Charges (b+c+d)		
(f) Total Electricity Costs Payable (EC) (a+e)		

Actual Power Usage per tonne	
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3.3.5 Total Pass Through Costs

Table 3.12

	Total (M - 3)	Cumulative
(a) NNDR (NDR)		
(b) Specific Waste Items (TSW)		
(c) Additional opening (CA)		
(d) Electricity Costs (EC)		
(e) Total Pass Through Costs (P)		

3.4 Deductions (calculated in accordance with Schedule 5 para 6)

3.4.1 Performance deductions

Table 3.13 (Summary from Appendix 12)

Deduction category	Value (M - 3)	Cumulative
A		
B		

C		
D		
Total Performance Deductions		

Table 3.14

	Value (M - 3)	Cumulative £
(a) Total Performance Deductions		
(b) PD Cap M - 3 (T * 10%)		
(c) Total Capped Performance Deductions (lesser of a or b)		
(d) Excusing Causes Adjustments as per Appendix 11		
(e) Total Performance Deductions M - 3 (PD)		

3.4.2 Additional mileage deductions

Table 3.15 (Summary from Appendix 12)

	Value (M - 3)	Cumulative £
(a) Total Additional Mileage Deductions		
(b) Excusing Causes Adjustments as per Appendix 11		
(c) Total Additional Mileage Deductions M - 3 (AMD)		

Table 3.16

(a) Total Performance Deductions Current Month (PD)	
(b) Total Additional Mileage Deductions (AMD)	
(c) Total deductions (a + b)	
(d) Deductions Cap (T * 40%)	
(e) Total Deductions (the lesser of c and d) (D)	

3.5 Monthly Unitary Charge

Table 3.17

	Current Month	Cumulative
(a) Total T		
(b) Total L		
(c) Total P		
(d) Total D		

	Current Month	Cumulative
(e) Total MUC (a + b + c – d)		

3.6 Other Adjustments

Table 3.18

Description	Value	Cumulative
Total		

3.7 Total Invoice

Table 3.19

	Value	Cumulative
Total MUC		
Total Other Adjustment		
Total		

APPENDICES

- Appendix 1 Details of all waste transaction listings sorted by site (spreadsheet data dump from TIM)
- Appendix 2 Details of all Performance Framework database listings (spreadsheet data dump from TIM)
- Appendix 3 Monthly Performance Management Framework Report Proforma
- Appendix 4 Health and Safety Report Proforma
- Appendix 5 HWRC Site Specific Detailed Performance Data [Sample Table to be provided]
- Appendix 6 Additional Mileage Deductions List
- Appendix 7 Copies of Complaint Correspondence
- Appendix 8 Wastedataflow requirements
- Appendix 9 Detailed Financial Pro Forma
- Appendix 10 Cumulative Active Waste Thresholds
- Appendix 11 Additional Opening Costs
- Appendix 12 Deductions (PD and AMD)
- Appendix 13 Authority Response

Appendix 1 - Details of all waste transaction listings sorted by site
(spreadsheet data from the Integrated Management System)

Appendix 2 - Details of all Performance Framework database listings
(spreadsheet data dump from Performance Monitoring System)

Appendix 3 - Monthly Performance Management Framework Report proforma

The Contractor shall provide the Authority’s Representative with a monthly performance report (“Monthly Performance Report”) in the form set out in this Schedule in accordance with the timeframe set out in paragraph 26 of this Agreement.

REPORTING PERIOD (Month & Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	

TABLE 1: SUMMARY PERFORMANCE FAILURES

REF	SERVICE OUTPUT	CONTRACT MONTH		Cumulative to date over 12 months	
		Number of Performance Failures	Total Performance Points	Number of Performance Failures	Total Accumulated Performance Points
SO 1	Authority Support				
SO 2	Reception, Transfer, Treatment and Disposal				
SO 3	Household Waste Recycling Centres				
SO 4	Marketing of Reclaimed Materials and Waste Derived Products				
SO 5	Asset Management and Information				
SO 6	Health, Safety and Welfare				
Total			[PP_m]		[∑₁₋₁₂PP_m]

TABLE 2: SAMPLE PERFORMANCE MANAGEMENT FRAMEWORK SUMMARY (By Performance Criteria)

The Contractor shall produce a monthly report that replicates the columns of the Performance Matrix in Schedule 1 to the Agreement, and for each Performance Criteria (whether failed or not) provide and complete two additional reporting columns, one entitled the “Total Performance Points in Month” (which shall total all points accrued by that Performance Criteria during the relevant reporting period and one entitled “Commentary” (which shall state the key reasons for any failure(s)), as shown in the example below;

REPORTING PERIOD (Month & Year):							
No.	Clause Ref.	Performance Criteria	Performance Standard Monitoring Methodology	Monitoring Frequency	Deduction Category	Total Performance Points in Month	Commentary

TABLE 3: Sample Performance Failures Log

This section shall contain details for each and every performance failure, sufficient information shall be provided by the Contractor to enable the Councils' to verify the data, including, the date and time of the failure, reason for failure, rectification undertaken, rectification time.

This section shall contain full details of any failures against the relevant performance levels that have occurred during the reporting month.

REPORTING PERIOD (Month & Year):													
PF# Unique Ref. No.	PC* No.	Performance Criteria	Deduction Category	Location (Site)	Reason for Non-compliance [text]	Rectification activities undertaken and/or Rectification Plan Ref No. [text]	Start Date	Start time	End Date	End time	Actual rectification period	Target Rectification Period	Performance Points calculation (Rectification Period Multiplier and Repeat Failure Multiplier)
PF-01 (e-mail 15-04-08.)	6	Comply with Complaints Management Procedure	B	N/A	e.g. Failure to respond to complaint	Log and monitor response dates	15-01-09		20-01-09		2 days	1 day	

*PC = Performance Criteria

#PF = Performance Failure

Appendix 4 - Monthly Health & Safety Report Pro-forma

The Contractor shall provide the Authority's Representative with a monthly Health & Safety report ("Monthly Health & Safety Report") in the form set out in this Schedule in accordance with the timeframe set out in paragraph 26 of this Agreement.

REPORTING PERIOD (Month & Year):		
REPORT SUBMISSION DATE (Day, Month & Year):		
1	Findings and corrective / preventative actions of the facilities inspections	
2	Finding and corrective / preventative actions of the latest audits (internal and external)	
3	Details of any accidents and any corrective / preventative actions and any associated systems change(s) and training. Details of the personal accidents to be broken down into RIDDOR and non-RIDDOR, per facility, per business unit, per service, hours lost, AFR etc.	
4	Summary of status of training, e.g. percentage complete per training course	
5	Details of new / forthcoming H & S legislation	
6	Details of any new or updated Service Risk Assessments	
7	Details of any new or updated Health and Safety Plans for Works	
8	Dates of employee H&S meetings held.	

Appendix 5 - HWRC Site Specific Detailed Performance Data

REPORTING PERIOD (Month & Year):															
<i>SITE</i>	<i>Site 1</i>	<i>Site 2</i>	<i>etc</i>												
<i>Contract Waste Received (Tonnes)</i>															
<i>Active Contract Waste Received (Tonnes)</i>															
<i>Inactive Contract Waste Received (Tonnes)</i>															
<i>Waste arising at Bring Bank Sites located at HWRCs (Tonnes Estimate)</i>															
<i>Waste Re-Used (Tonnes)</i>															
<i>Waste Recycled and Composted (Tonnes)</i>															
Waste Recycled and Composted (%)															
<i>Rubble & Soil Diverted to Beneficial Use (Tonnes)</i>															
<i>Recycling and Composting Rate including Aggregates (Tonnes)</i>															
Recycling and Composting Rate including Aggregates (%)															
<i>Hazardous Waste Received (Tonnes)</i>															
<i>Residual Waste Landfilled(Tonnes)</i>															
<i>Waste Diverted from Landfill (%)</i>															
<i>Vehicle Count Totals</i>															

Appendix 6 - Additional Mileage Deductions List

This section shall contain details for each and every period of Unavailability when Additional Mileage Deductions apply. Sufficient information shall be provided by the Contractor to enable the Councils' to verify the data, including, the date and time of the Unavailability, the reason for Unavailability and whether the Unavailability was planned.

	Interface Site	Period Unavailable	Reason Unavailable	Planned/Un-planned Closure (P/U)	Contingency Site Used	Additional Miles	Number of Trips	Mileage Rate (£/mile)	Total Additional Miles	Additional Mileage Deduction (£)
eg	<i>Flusco, Penrith Landfill</i>	<i>25.05.09 All Day</i>	<i>High Wind</i>	<i>U</i>	<i>Hespin Wood</i>	<i>49.5</i>	<i>10</i>	<i>2.80</i>	<i>495</i>	<i>1,386.00</i>
1										
2										
etc										

Appendix 7 - Copies of Complaint Correspondence

The Contractor shall produce a monthly report that details all complaints received during the Contract Month in relation to the HWRC sites and operations. Copies of all notes and correspondence will be attached.

Appendix 8 - Wastedataflow requirements

**Full list of WasteDataFlow questions that apply to England Waste Disposal Authorities (WDAs)
(Only those questions specific to the Agreement are to be answered by the Contractor.)**

Waste categories

Number	Question
<i>General authority information</i>	
1	Population, area, population density of Authority ^A
2	No. of households, dwelling stock, index of deprivation and BMW% conversion factor ^A
<i>Recycling/reuse tonnages</i>	
13	No. of Civic Amenity sites: Total no. of Civic Amenity Sites (WDAs to separate out by District) LA Civic Amenity sites: Tonnes of material collected for recycling/reuse at CA Sites. <i>WDAs must separate out tonnages by District.</i>
14	
<i>Destination of recycling/reuse tonnages</i>	
19	What is the final destination of your materials sent for recycling?
35	What is the final destination of your materials sent for reuse?
<i>Waste collected for disposal</i>	
23	Details of other wastes collected for disposal (residual waste not collected for recycling)
24	
25	
26	
<i>Additional information on WDA recycling/reuse and composting</i>	
20	Total quantity sent for recycling and composting ^A
21	
22	
<i>Financial information</i>	
32	What was the net cost of waste disposal? ^A
<i>Waste campaigns</i>	
36	Total number of other waste awareness & educational initiatives implemented during the current year ^A
<i>Waste management - Each question needs to be completed for every facility within your authority.</i>	
51	Tonnes of waste disposed of in inert landfill
52	
53	

Number	Question
54	Tonnes of waste disposed of by incineration with energy recovery
55	Tonnes of waste disposed of by incineration without energy recovery
56	Tonnes of waste converted to refuse derived fuel (RDF)
57	Tonnes of waste disposed of by Advanced Thermal Treatment (ATT e.g. pyrolysis & gasification)
58	Tonnes of recyclables sent to Material Recovery Facility (MRF)
59	Tonnes of waste disposed of by Mechanical Biological Treatment (MBT)
60	Tonnes of waste disposed of by Anaerobic Digestion (AD) - whole waste not source segregated organics
61	Tonnes of organic waste disposed of by Anaerobic Digestion (AD)
62	Tonnes of organic waste disposed of by in-Vessel Composting
63	Tonnes of green waste disposed of in Windrow or other composting
64	Tonnes of residual waste sent to a Material Recovery Facility (residual MRF)
65	Tonnes of waste disposed of in any other method not covered elsewhere
69	Breakdown by source of disposal tonnages sent to landfill and for energy recovery ¹
<i>WDF questions that do not apply to Waste Disposal Authorities</i>	
3	No. of premises receiving a regular waste collection service ^A
4	No. of households by residual waste containment method
5	No. of households by dry recyclables collection method
6	No. of households by green waste/organics collection method
7	How many households are served by a kerbside collection of exactly one to four or more recyclables
8	Participation rates for the kerbside dry recyclable and green waste collections ^A
9	Question applies to Northern Ireland only.
10	Tonnes of material collected through kerbside schemes from household sources by or on behalf of the LA or its contractors
11	Tonnes of material collected from commercial, industrial or other non-household sources by LA or its contractors
12	Tonnes of material collected from kerbside schemes by non-contracted voluntary/community sector from household sources
15	Total no. of Civic Amenity Sites operated by LA or its contractors
16	Tonnes of material collected for recycling/reuse at CA Sites operated by LA or its contractor
17	Tonnes of material collected for recycling/reuse at bring sites operated by LA or its contractor
18	Composting / Recycling tonnage collected through any other recycling schemes
27	No question 27
28	Type of organisation contracted for household waste ^A
29	Type of organisation contracted for non-household waste ^A
30	Type of organisation contracted for recycling & composting services ^A
31	What was the net cost of household waste collection? ^A

Number	Question
33	Tonnes of material collected for recycling at bring sites operated by voluntary/community sector
34	Tonnes of material collected for recycling at street recycling bins
37-50	No questions 37-50
66-68	Questions apply to Scotland only

^A Question completed in WDF on an annual basis.

¹Please note the addition of Q69. This additional question will be live on WDF system for the 2006/07 reporting period.

Full list of WasteDataFlow questions that apply to England Waste Disposal Authorities (WDAs)

Numerical order

Number	Question
1	Population, area, population density of Authority ^A
2	No. of households, dwelling stock, index of deprivation and BMW% conversion factor ^A
3	Question applies to collection authorities only.
4	Question applies to collection authorities only.
5	Question applies to collection authorities only.
6	Question applies to collection authorities only.
7	Question applies to collection authorities only.
8	Question applies to collection authorities only.
9	Question applies to Northern Ireland only.
10	Question applies to collection authorities only.
11	Question applies to collection authorities only.
12	Question applies to collection authorities only.
13	<i>No. of Civic Amenity sites: Total no. of Civic Amenity Sites (WDAs to separate out by District)</i>
14	<i>LA Civic Amenity sites: Tonnes of material collected for recycling/reuse at CA Sites. WDAs must separate out tonnages by District.</i>
15	Question applies to collection authorities only.
16	Question applies to collection authorities only.
17	Question applies to collection authorities only.
18	Question applies to collection authorities only.
19	What is the final destination of your materials sent for recycling?
20	Total quantity sent for recycling and composting ^A
21	No. of home composting bins distributed by LA (broken down by composter type)
22	Initiatives for the promotion of home composting ^A
23	Details of other wastes collected for disposal (residual waste not collected for recycling)
24	No. of reported fly-tipping incidents
25	No. of abandoned vehicles disposed of by your authority
26	No. of fridges/freezers disposed of by your authority
27	No question 27
28	Question applies to collection authorities only.
29	Type of organisation contracted for non-household waste ^A
30	Question applies to collection authorities only.
31	What was the net cost of household waste collection? ^A

Number	Question
32	What was the net cost of waste disposal? ^A
33	Question applies to collection authorities only.
34	Question applies to collection authorities only.
35	What is the final destination of your materials sent for reuse?
36	Total number of other waste awareness & educational initiatives implemented during the current year ^A
37-50	No questions 37-50
51	Tonnes of waste disposed of in inert landfill
52	Tonnes of waste disposed of in non-hazardous landfill
53	Tonnes of waste disposed of in hazardous landfill
54	Tonnes of waste disposed of by incineration with energy recovery
55	Tonnes of waste disposed of by incineration without energy recovery
56	Tonnes of waste converted to refuse derived fuel (RDF)
57	Tonnes of waste disposed of by Advanced Thermal Treatment (ATT e.g. pyrolysis & gasification)
58	Tonnes of recyclables sent to Material Recovery Facility (MRF)
59	Tonnes of waste disposed of by Mechanical Biological Treatment (MBT)
60	Tonnes of waste disposed of by Anaerobic Digestion (AD) - whole waste not source segregated organics
61	Tonnes of organic waste disposed of by Anaerobic Digestion (AD)
62	Tonnes of organic waste disposed of by in-Vessel Composting
63	Tonnes of green waste disposed of in Windrow or other composting
64	Tonnes of residual waste sent to a Material Recovery Facility (residual MRF)
65	Tonnes of waste disposed of in any other method not covered elsewhere
66-68	Questions apply to Scotland only
69	Breakdown by source of disposal tonnages sent to landfill and for energy recovery ¹

^A Question completed in WDF on an annual basis.

¹Please note the addition of Q69. This additional question will be live on WDF system for the 2006/07 reporting period.

Category: General

Authority type: Waste Disposal Authority

Frequency of question: Annual return

QuNo.	Description	
Q1*	Population of Authority	Prefilled
	Area in Hectares	Prefilled
	Population Density of Authority	Calculated
Q2*	No. of households	Prefilled
	Dwelling Stock	Prefilled
	Index of Deprivation	Prefilled
	BMW % Conversion factor	Prefilled
*Note: data are prefilled and can be viewed in WDF quarterly returns.		
Q20		<i>Tonnes</i>
	Quantity of materials LA sent to brokers or reprocessors for recycling (excl. composting)	
	Quantity of materials LA sent to brokers or contractors for composting	
	How much material was rejected from the reprocessor/brokers due to contamination	
	Material rejected for any other reason	
Q22	Initiatives for the promotion of home composting	<i>Initiative in place? Y/N</i>
	Education	
	Advice/helpline	
	Publicity	
	Promotional Visits	

QuNo.	Description	
	Not specifically promoting	
	Other	
Q32	What was the net cost of waste disposal? <i>Numbers refer to the corresponding numbered columns in the RO5 return</i>	<i>Net cost of waste disposal (£'000s)</i>
	1. Employee cost	
	2. Running expenses (including joint arrangements)	
	3. Total expenditure (rows 1 + 2)	0.00
	4. Income from Sales, Fees & Charges	
	5. Other income (incl sales of recyclables, joint arrangements etc.)	
	6. Total income (rows 4 + 5)	0.00
	8. Capital charges	
	9. Net total disposal cost (exc specific grants)	0.00
Q36	Total number of other waste awareness & educational initiatives implemented during the period	<i>No. of initiatives</i>
	Waste minimisation	
	Waste reuse	
	Waste recycling	
	3 Rs	
	Sustainability	
	Other	

Category: Recycling/reuse

Authority type: Waste Disposal Authority

Frequency of question: quarterly

Qu No.	Description				
Q13	Total no. of Civic Amenity Sites (WDAs to separate out by District) <i>Enter district name below:</i>	<i>No. of sites</i>			

This question needs to be completed for each district

Q14	Tonnes of material collected for recycling/reuse at <u>CA Sites</u> (WDAs to separate out by District)	<i>Quantity collected for recycling (tonnes)</i>	<i>Quantity collected for recycling but actually rejected/disposed (tonnes)</i>	<i>Quantity collected for reuse</i>	<i>Quantity collected for reuse but actually rejected/disposed (tonnes)</i>
	Green glass				
	Brown glass				
	Clear glass				
	Mixed glass				
	Paper				

Qu No.	Description				
	Card				
	Books				
	Mixed paper & card				
	Steel cans				
	Aluminium cans				
	Mixed cans				
	Plastics				
	Textiles & footwear				
	Co mingled materials				
	Green waste only				
	Other compostable waste				
	Wood				
	Furniture				
	Rubble				
	Fridges & Freezers				
	Other electrical goods				
	Other white goods				
	Other scrap metal				
	Fluorescent tubes				
	Aluminium foil				
	Automotive batteries				
	Post consumer, non-automotive batteries				
	Vegetable oil				
	Mineral oil				
	Paint				
	Other materials				

Category: Destination Recycling

Authority type: Waste Disposal Authority

Frequency of question: quarterly

Questions 19 & 35 need to be completed for each recycling/reuse destination within your authority

Qu No.	Description						
Q19	What is the final destination of your materials sent for <u>recycling</u>?	<i>Destination: Drop down location from selection list:</i>	<i>Quantity sent for recycling (tonnes)</i>	<i>Quantity sent for recycling but actually rejected/disposed (tonnes)¹</i>	<i>Final destination</i>	<i>Quantity sent for recycling but actually rejected/disposed (tonnes)²</i>	<i>Final destination of contaminants²</i>
	Green glass						
	Brown glass						
	Clear glass						
	Mixed glass						
	Paper						
	Card						
	Books						
	Mixed paper & card						
	Steel cans						
	Aluminium cans						
	Mixed cans						
	Plastics						
	Textiles & footwear						
	Green waste only						
	Other compostable waste						
	Wood						

Furniture				
Rubble				
Fridges & Freezers				
Other electrical goods				
Other white goods				
Other scrap metal				
Fluorescent tubes				
Aluminium foil				
Automotive batteries				
Post consumer, non-automotive batteries				
Vegetable oil				
Mineral oil				
Paint				
Other materials				

Q35	What is the final destination of your materials sent for <u>reuse</u>?	<i>Destination: Drop down location from selection list:</i>	<i>Quantity sent for reuse (tonnes)</i>	<i>Quantity sent for reuse but actually rejected/disposed (tonnes)1</i>	<i>Final destination of contaminants1</i>	<i>Quantity sent for reuse but actually rejected/disposed (tonnes)2</i>	<i>Final destination of contaminants2</i>
	Green glass						
	Brown glass						
	Clear glass						
	Mixed glass						
	Paper						
	Card						
	Books						
	Mixed paper & card						
	Steel cans						

Aluminium cans				
Mixed cans				
Plastics				
Textiles & footwear				
Green waste only				
Other compostable waste				
Wood				
Furniture				
Rubble				
Fridges & Freezers				
Other electrical goods				
Other white goods				
Other scrap metal				
Fluorescent tubes				
Aluminium foil				
Automotive batteries				
Post consumer, non-automotive batteries				
Vegetable oil				
Mineral oil				
Paint				
Other materials				

Category: Home composting

Authority type: Waste Disposal Authority

Frequency of question: quarterly

Qu No.	Description		
Q21	No. of home composting bins distributed by LA	<i>Number distributed prior to this quarter</i>	<i>Additional number distributed this period</i>
	Composters		
	Digesters		
	Wormeries		
	Other		

Category: Waste Disposal

Authority type: Waste Disposal Authority

Frequency of question: quarterly

Qu No.	Description	
Q23	Please provide details of other waste collected for disposal	
	Collected household waste: Regular Collection	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Collected household waste: Street Cleaning	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Collected household waste: Bulky Waste (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Collected household waste: other (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Civic amenity sites waste: Household (tonnage)	
	Tonnage	

Qu No.	Description	
	Percentage weighed	
	Destination of residual*	
	Civic amenity sites waste: Non-household (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Collected non-household waste: Gully emptyings (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Collected non-household waste: Highways waste (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Collected non-hh waste: Construction & Demolition (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Collected non-household waste: Grounds Waste (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Collected non-hh waste: Commercial & Industrial (tonnage)	
	Tonnage	
	Percentage weighed	

Qu No.	Description	
	Destination of residual*	
	Collected non-household waste: other (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Separately collected healthcare waste (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Beach Cleansing (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Waste Arising from clearance of fly-tipped materials (tonnage)	
	Tonnage	
	Percentage weighed	
	Proportion of which is construction & demolition waste	
	Destination of residual*	
	Asbestos Waste separately collected (tonnage)	
	Tonnage	
	Percentage weighed	
	Destination of residual*	
	Other collected waste (tonnage)	
	Tonnage	
	Percentage weighed	

Qu No.	Description	
	Destination of residual*	
Q24	No. of reported fly-tipping incidents	<i>No. of incidents</i>
Q25	No. of abandoned vehicles disposed of	<i>No. of vehicles</i>
Q26	No. of fridges/freezers disposed of by your authority	<i>No. of fridges/freezers</i>

Category: Method of waste management used

Authority type: Waste Disposal authority

To be completed for each facility location:

Qu No.	Question Description	Data
Q51	Tonnes of waste disposed of in <u>inert landfill</u>	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
Q52	Tonnes of waste disposed of in <u>non-hazardous landfill</u>	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
Q53	Tonnes of waste disposed of in <u>hazardous landfill</u>	
	Name/location of any transfer station/s used	
	Mode of transport to facility	

Qu No.	Question Description	Data
	Tonnage input	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
Q54	Tonnes of waste disposed of by <u>incineration with energy recovery</u>	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes of incinerator bottom ash recycled	
	Tonnes of incineration bottom ash to landfill	
	Tonnes of metal recycled	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes of incinerator bottom ash recycled 2	
	Tonnes of incineration bottom ash to landfill 2	
	Tonnes of metal recycled 2	
Q55	Tonnes of waste disposed of by <u>incineration without energy recovery</u>	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	

Qu No.	Question Description	Data
	Tonnes of incinerator bottom ash recycled	
	Tonnes of incineration bottom ash to landfill	
	Tonnes of metal recycled	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes of incinerator bottom ash recycled 2	
	Tonnes of incineration bottom ash to landfill 2	
	Tonnes of metal recycled 2	
Q56	Tonnes of waste converted to <u>Refuse Derived Fuel</u> (RDF)	
Name/location of any transfer station/s used		
Mode of transport to facility		
Tonnage input		
Tonnes of RDF produced		
Tonnes of reject to landfill		
Tonnes diverted for recycling		
Name/location of any transfer station/s used 2		
Mode of transport to facility 2		
Tonnage input 2		
Tonnes of RDF produced 2		
Tonnes of reject to landfill 2		
Tonnes diverted for recycling 2		

Qu No.	Question Description	Data
Q57	Tonnes of waste disposed of by <u>Advanced Thermal Treatment</u> (ATT e.g. pyrolysis & gasification)	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes of char/slag recycled	
	Tonnes of char/slag to landfill	
	Tonnes of materials diverted to recycling	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes of char/slag recycled 2	
	Tonnes of char/slag to landfill 2	
	Tonnes of materials diverted to recycling 2	
Q58	Tonnes of recyclables sent to <u>Material Recovery Facility</u> (MRF)	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes for recycling	
	Tonnes rejected to landfill	
	Tonnes rejected to energy recovery	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	

Qu No.	Question Description	Data
	Tonnage input 2	
	Tonnes for recycling 2	
	Tonnes rejected to landfill 2	
	Tonnes rejected to energy recovery 2	
Q59	Tonnes of waste disposed of by <u>Mechanical Biological Treatment (MBT)</u>	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes to recycling	
	Tonnes to biological treatment	
	Tonnes to thermal treatment (RDF)	
	Tonnes to landfill	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes to recycling 2	
	Tonnes to biological treatment 2	
	Tonnes to thermal treatment (RDF) 2	
	Tonnes to landfill 2	
Q60	Tonnes of waste disposed of by <u>Anaerobic Digestion (AD)</u> - whole waste not source segregated organics	
	Name/location of any transfer station/s used	
	Mode of transport to facility	

Qu No.	Question Description	Data
	Tonnage input	
	Tonnes to compost/fertiliser	
	Tonnes to Landfill	
	Tonnes of contaminants for recycling	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes to compost/fertiliser 2	
	Tonnes to landfill 2	
	Tonnes of contaminants for recycling 2	
Q61	Tonnes of <u>organic</u> waste disposed of by <u>Anaerobic Digestion (AD)</u>	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes to compost/fertiliser	
	Tonnes to Landfill	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes to compost/fertiliser 2	
	Tonnes to landfill 2	
Q62	Tonnes of organic waste disposed of by <u>in-Vessel Composting</u>	

Qu No.	Question Description	Data
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes to compost	
	Tonnes to Landfill	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes to compost 2	
	Tonnes to landfill 2	
Q63	Tonnes of <u>green waste</u> disposed of <u>in Windrow</u> or other composting	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes to compost	
	Tonnes to Landfill	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes to compost 2	
	Tonnes to landfill 2	
Q64	Tonnes of residual waste sent to a <u>Material Recovery Facility</u> (residual MRF)	

Qu No.	Question Description	Data
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes for recycling	
	Tonnes for recovery (thermal or biological)	
	Tonnes to Landfill	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	
	Tonnes for recycling 2	
	Tonnes for recovery (thermal or biological) 2	
	Tonnes to Landfill 2	
Q65	Tonnes of waste disposed of in any <u>other method</u> not covered elsewhere	
	Name/location of any transfer station/s used	
	Mode of transport to facility	
	Tonnage input	
	Tonnes to landfill	
	Tonnes to recycling/composting	
	Tonnes for recovery (thermal or biological)	
	Name/location of any transfer station/s used 2	
	Mode of transport to facility 2	
	Tonnage input 2	

Qu No.	Question Description	<i>Data</i>
	Tonnes to Landfill 2	
	Tonnes to recycling/composting 2	
	Tonnes for recovery (thermal or biological) 2	
Q69	Breakdown by source of disposal tonnages sent to landfill and for energy recovery	
	Tonnes sent to landfill	
	Tonnes sent for energy recovery	

New question 69 live on WDF system for the 2006/07 reporting period.

Appendix 9 - Detailed Financial Pro Forma

Appendix 10 - Cumulative Active Contract Waste Thresholds

This section shall contain details of the Cumulative Active Waste Thresholds for each Contract Month and on a cumulative year to date basis. If the contractor is claiming an adjustment to the Cumulative Active Waste Threshold as a result of an Excusing Cause, copies of the EC Notice should be included.

	b/f	Contract Month	Cumulative
Contract Waste Received at HWRC (Tonnes)			
Plus: Inactive Waste if applicable			
Less: Specific Waste Items			
AHWRC			
HWRC Target Recycling Rate (TR)			
HWRC Landfill Target Tonnage (HLTT) = AHWRC * (1-TR) = A			
Untreated Landfill Waste Received (Tonnes) = B			
Contract Waste Received at Interface Sites (Tonnes)			
Less: Untreated Landfill Waste Received at Interface Sites (Tonnes)			
Less: Specific Waste Items Received at Interface Sites (Tonnes)			
ITST			
ITS Reduction Factor (ITSR)			
ITS Landfill Target Tonnage = ITST * ITSR = C			
AWS = A + B + C			
CUMULATIVE ACTIVE WASTE THRESHOLD = AWS * 1.1			

Appendix 11 - Additional Opening Costs

This section will give details of all occasions that the Waste management Facilities have been made available outside of the agreed Opening Hours in accordance with paragraph 5.5 of the Output Specification. A copy of each Authority request to make the facilities available outside of agreed Opening hours shall be attached.

Date	Facility	Period outside of agreed Opening Hours	Additional Opening Costs	Authority Reference/Comments
25.05.09	HWRC Site	4 hours	£343.60	Letter dated 30.04.09, 2 operatives required.

Appendix 12 – Performance Deductions (PD)

This section will give details of the financial values of Performance Deductions detailed in Appendix 3.

Performance Deduction Category	£
A	
B	
C	
D	

Appendix 13 - Authority Response

REPORTING PERIOD (Month & Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

We do not dispute any of the Monthly Report

We dispute elements of the Monthly Report as detailed below

Reference	Comment

SCHEDULE 36
REPORTING PROFORMAS
PART 2 – FAR REPORT

SCHEDULE 36
Reporting Proformas
Part 2 – FAR Report

REPORTING PERIOD (Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

1. **TONNAGE PAYMENT RECONCILIATION**

Table 1 (Summary from Appendix 1)

	Actual Tonnage Payment due for the Contract Year	Invoiced Tonnage Payment	Difference
B1			
B2			
C1			
C2			
TOTAL (TR)			

2. **PASS THROUGH RECONCILIATION**

Table 2 (Summary from Appendix 2)

	Actual Payment due for the Contract Year	Invoiced Payment	Difference
Specific Waste Items			
Additional Opening			
Electricity			
TOTAL (PTR)			

3. **LANDFILL RECONCILIATION – SUMMARY FROM APPENDIX 3**

3.1 **Landfill Reconciliation**

Table 2 (Summary from Appendix 3)

(a) Total Tonnage of active contract waste Landfilled by Contractor in the contract year (CWLA)	
(b) Prevailing Rate of Landfill Tax (LTA)	
(c) Total Landfill Gatefee Payable ($\sum(\text{CWLS} * \text{LGFA})$)	
(d) Aggregate Landfill Element paid by the Authority for the year ($\sum L$)	
(e) LR [(a * b) + c - d]	

3.2 **Landfill Gate Fee Deduction (LGD) and Landfill Tax Deduction (LTD)**

(a) ACWLA as defined in para 8.6.1 of the Payment Mechanism	
(b) Active Waste Standard (SCWLA)	
(c) WALGF as defined in para 8.6.1 of the Payment Mechanism	
(d) Household Waste Recycling Centre Recycling and Composting Deduction (HRD)	

(e) Prevailing rate of Landfill Tax, capped at £48	
(f) LGR $[(a - b) * c] - d$	
(g) LTR $[(a-b) * (e)]$	

4. LANDFILL BONUS

Summary from Appendix 4

(a) Active Contract Waste Standard	
(b) Actual Active Contract Waste Landfilled	
(c) Landfill Bonus Rate @ 50%	
(d) Landfill Bonus Rate @ 25%	
(e) Tonnage attracting 50% bonus	
(f) Tonnage attracting 25% bonus	
(g) Total 50% Bonus £	
(h) Total 25% Bonus £	
(i) Total Bonus (LB)	

5. HWRC RECYCLING & COMPOSTING BONUS/DEDUCTION (HRB/HRD)

Summary from Appendix 5

(a) Actual Tonnage of Contract Waste (excluding Inactive Waste) received at HWRC (AHWRC)	
(b) Target HWRC Recycling & Composting Rate (TR)	
(c) Actual HWRC Recycling & Composting Rate (AR)	
(d) Bonus Rate (BR)	
(e) Deduction Rate (DR)	
(f) Total Bonus/(Deduction) (HRB/HRD)	

6. **THIRD PARTY INCOME**

Summary from Appendix 6

(a) Total Third Party Revenue	
(b) Threshold	
(c) Total TPI ((a-b)*50%)	

7. **PERFORMANCE DEDUCTION RECONCILIATION**

Summary from Appendix 7

(a) Total Performance Deductions liable	
(b) Sum of monthly (capped) deductions made	

(c) Annual Performance Deduction Cap (T * 10%)	
(d) Performance Deduction Reconciliation (PDR) – the lesser of (a) or (c), minus (b)	

8. **ADDITIONAL MILEAGE DEDUCTION RECONCILIATION**

Summary from Appendix 7

(a) Total AMD liable	
(b) Total Performance Deductions for the year, incorporating the reconciliation (PDR)	
(c) Total Deductions Liable for the year	
(d) Annual Deduction Cap (T * 40%)	
(e) Total Deductions made in the year	
(f) AMD Reconciliation (AMDR) – the lesser of (c) or (d), minus (e)	

9. **SUMMARY**

(a) Total TR	
(b) Total PTR	
(c) Total LR	
(d) Total LB	

(e) Total HRB/HRD	
(f) Total TPI	
(g) Total PDR	
(h) Total AMDR	
(i) Total FAR	

Appendix 1 - Tonnage Payment Reconciliation

Calculation of Band 2 tonnage	Tonnes	Rate (£)	Tonnage Payment Due
Contract Waste Received			
Less Specific Waste Items			
Less Commissioning Waste			
Actual Contract Waste Tonnage (ATCY)			
Less Band 1 Tonnage - TBY1 @ BP1			
Balance – Band 2 Tonnage @ BP2			
Band 2 Tonnage Payable (TBA2)			

Commissioning Waste

	Tonnes	Rate (£)	Tonnage Payment Due
Northern Resource Park			
Commissioning Waste C1a			
Commissioning Waste C1b			
Commissioning Waste C1c			
TOTALS C1			
Southern Resource Park			
Commissioning Waste C2a			
Commissioning Waste C2b			
Commissioning Waste C2c			
TOTALS C2			

Total Tonnage Element Paid in the Contract Year

Contract Month	Tonnage Element Paid	C1 Element of T Paid	C2 Element of T Paid	Tonnage Element Paid Net of C Payments
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
TOTALS				

Appendix 2 - Pass through Reconciliation

Specific Waste Items Reconciliation

Specific Waste Item - HWRC	Specific Waste Item Price	Tonnes (where applicable)	Total Payment Due (£)
Animal Carcasses – small (<=25kg) Animal Carcasses – medium (>25kg ;<500kg) Animal Carcasses – large (>=500kg)	£10.00 per carcass (if rendered) £15.00 per carcass (if rendered) £20.00 per carcass (if rendered) No charge will be made if carcass is Landfilled		
Batteries (domestic)	Cost plus 10%		
Batteries (automotive)	£0.00		
Boats*	£34.00 per tonne (one (1) tonne minimum charge)		
Bonded Asbestos Waste	Cost (including transport cost) plus 10%		
Caravans*	£34.00 per tonne (one (1) tonne minimum charge)		
Clinical Waste (general)*	£50.00 per tonne (if Landfilled) Cost (including transport cost) plus 10% (if unable to be Landfilled)		
Gypsum	Cost (including transport cost) plus 10%		
Hazardous Waste not included in other categories (this includes, but is not limited to:- paints and solvents, household and garden chemicals, laboratory chemicals, fly-tipped hazardous waste)	Cost of collection (unless delivered to Distington Transfer Station) plus gate fee plus 10%		
Oily Beach Waste*	£34.00 per tonne		
Trailers*	£34.00 per tonne (one (1) tonne minimum charge)		
Tyres with or without rims	£1.50 per tyre		
Used gas bottles	Cost (including collection) plus 10%		
Used Oils	Cost (including collection) plus 10%		
Waste arising under WCA and WDA obligations arising from Emergency Planning Legislation	Price on request		

Specific Waste Item - HWRC	Specific Waste Item Price	Tonnes (where applicable)	Total Payment Due (£)
WEEE including:- <ul style="list-style-type: none"> refrigerators and freezers and other household appliances that contain Ozone-Depleting Substances ("ODS") televisions and monitors fluorescent tubes household appliances, which is categorised also as Bulky Waste all other WEEE 	£0.00		
Fire extinguishers	Cost plus 10%		
Toner cartridges	Cost plus 10%		
Radioactive material (excluding smoke alarms)	Price on request		
Petrol or other inflammable fuels	Cost plus 10%		
Fireworks	Cost plus 10%		
Flares	Cost plus 10%		
Bombs and unexploded ordnance	Price on request		
Dirty, contaminated and man-made wood	£20.00 per tonne		
Clean wood	£12.00 per tonne		

Specific Waste Item – Resource Parks	Specific Waste Item Price	Tonnes (where applicable)	Total Payment Due (£)
Animal Carcasses – large (>=500kg)	£20.00 per carcass (if rendered) No charge will be made if carcass is Landfilled		
Batteries (automotive)	£0.00		
Bonded Asbestos Waste	Cost (including transport cost) plus 10%		
Clinical Waste (general)*	£50.00 per tonne (if Landfilled) Cost (including transport cost) plus 10% (if unable to be Landfilled)		
Tyres with or without rims (subject to a de	£1.50 per tyre		

Specific Waste Item – Resource Parks	Specific Waste Item Price	Tonnes (where applicable)	Total Payment Due (£)
minimis limit of two per RCV load)			
Used gas bottles	Cost (including collection) plus 10%		
Waste arising under WCA and WDA obligations arising from Emergency Planning Legislation	Price on request		
Refrigerators and freezers and other household appliances that contain Ozone-Depleting Substances (“ODS”) Large Household WEEE appliances	£0.00		
Fire extinguishers	Cost plus 10%		
Radioactive material (excluding smoke alarms)	Price on request		
Petrol or other inflammable fuels	Cost plus 10%		
Fireworks	Cost plus 10%		
Flares	Cost plus 10%		
Bombs and unexploded ordnance	Price on request		

Pass through Costs – Specific Waste items paid in the Contract Year

Contract Month	Specific Waste Items Paid (TSW)	Contract Month	Specific Waste Items Paid (TSW)
1		7	
2		8	
3		9	
4		10	
5		11	
6		12	
		TOTALS Σ TSW	

Additional Opening Reconciliation

Sites	Additional Opening Hours Due
HWRC Site 1	

HWRC Site 2	
etc	
Northern Resource Park	
Southern Resource park	
Transfer Station Site	
Landfill Site	
etc	
TOTAL ADDITIONAL OPENING HOURS (AOC)	

Actual Opening Hours Paid in the Contract Year

Contract Month	Additional Opening Hours Paid (AOC)	Contract Month	Additional Opening Hours Paid (AOC)
1		7	
2		8	
3		9	
4		10	
5		11	
6		12	
		TOTALS Σ AOC	

Electricity Costs Reconciliation

Northern Resource Park	Contract Waste Tonnage Received	Estimated Electricity Consumption – kWh/t	Total Estimated Power Usage	Cost of Estimated Electricity Consumption	Fixed Costs
Contract Month 1					
Contract Month 2					
Contract Month 3					
Contract Month 4					

Contract Month 5					
Contract Month 6					
Contract Month 7					
Contract Month 8					
Contract Month 9					
Contract Month 10					
Contract Month 11					
Contract Month 12					
TOTALS					
Annual Weighted Average Cost per kWh					

Southern Resource Park	Contract Waste Tonnage Received	Estimated Electricity Consumption – kWh/t	Total Estimated Power Usage	Cost of Estimated Electricity Consumption	Fixed Costs
Contract Month 1					
Contract Month 2					
Contract Month 3					
Contract Month 4					
Contract Month 5					
Contract Month 6					
Contract Month 7					
Contract Month 8					
Contract Month 9					
Contract Month 10					
Contract Month 11					
Contract Month 12					
TOTALS					
Annual Weighted Average Cost per kWh					

Total Tonnage Element Paid in the Contract Year

Contract Month	Northern Resource Park – Electricity Consumption Paid	Northern Resource Park Fixed Costs Paid	Southern Resource Park – Electricity Consumption Paid	Southern Resource Park Fixed Costs Paid
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
TOTALS				

Appendix 3 - Landfill Reconciliation

Landfill Element

Site	Landfill Gate Fee
Landfill Site 1 – Flusco - Penrith	
Landfill Site 2 – Distington - Workington	
Landfill Site 3 – Hespin Wood – Carlisle	
Landfill Site 4 – Bennett Bank - Barrow	

Contract Month	Active Contract Waste Landfilled – Landfill Site 1 - Flusco	Total Landfill Gate Fee Paid	Active Contract Waste Landfilled – Landfill Site 2 – Distington	Total Landfill Gate Fee Paid	Active Contract Waste Landfilled – Landfill Site 3 Hespian Wood	Total Landfill Gate Fee Paid	Active Contract Waste Landfilled – Landfill Site – 4 – Bennett Bank	Total Landfill Gate Fee Paid	Total Active Contract Waste Landfilled (Tonnes) CWLA/ACWLA	Total Landfill Gate Fees Due	Rate of Landfill Tax	Total Landfill Tax Due (£)
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
TOTALS												

L Element Received during the Contract Year

Contract Month	Landfill Element Paid
1	
2	
3	

4	
5	
6	
7	
8	
9	
10	
11	
12	
TOTALS ΣL	

Contract Year Active Waste Standard

	Tonnes
Contract Waste Received at HWRC (Tonnes)	
Plus: Inactive Waste if applicable	
Less: Specific Waste Items	
AHWRC	
HWRC Target Recycling Rate (TR)	
HWRC Landfill Target Tonnage (HLTT) = AHWRC * (1-TR) = A	
Untreated Landfill Waste Received (Tonnes) = B	
Contract Waste Received at Interface Sites (Tonnes)	
Less: Untreated Landfill Waste Received at Interface Sites (Tonnes)	
Less: Specific Waste Items Received at Interface Sites (Tonnes)	
ITST	
ITS Reduction Factor (ITSR)	
ITS Landfill Target Tonnage = ITST * ITSR = C	
AWS = A + B + C = SCWLA	

Calculation of Weighted Average Landfill Gate Fee

Site	Landfill Gate Fee	Active Contract Waste Landfilled	Total Landfill Gate Fees Paid
Landfill Site 1 – Flusco - Penrith			
Landfill Site 2 – Distington - Workington			
Landfill Site 3 – Hespin Wood – Carlisle			
Landfill Site 4 – Bennett Bank - Barrow			
TOTALS			
Weighted Average Landfill Gate Fee			

Appendix 4 - Landfill Bonus

Contract Month	Stabilised Fines Produced at the HWSF diverted from Landfill – Northern Resource Park	Stabilised Fines Produced at the HWSF diverted from Landfill – Northern Resource Park	Total Stabilised Fines Produced at the HWSF diverted from Landfill
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
TOTAL FINES DIVERTED FROM LANDFILL (DCLM)			

Appendix 5 - HWRC Recycling and Composting Bonus/Deduction

	Contract Waste Tonnage Received at HWRC	Inactive Waste Tonnage Received at HWRC	Active Contract Waste Received at HWRC	Tonnage Recycled and Composted at HWRC	% Recycled and Composted at HWRC
Contract Month 1					
Contract Month 2					
Contract Month 3					
Contract Month 4					
Contract Month 5					
Contract Month 6					
Contract Month 7					
Contract Month 8					
Contract Month 9					
Contract Month 10					
Contract Month 11					
Contract Month 12					
TOTALS					

Appendix 6 - Third Party Income

Total Third Party Income Received

	Third Party Income Received (£)
Contract Month 1	
Contract Month 2	
Contract Month 3	
Contract Month 4	
Contract Month 5	
Contract Month 6	
Contract Month 7	
Contract Month 8	
Contract Month 9	
Contract Month 10	
Contract Month 11	
Contract Month 12	
TOTALS	

Average Recyclate Revenue per Tonne

	Volume of Recyclate (Tonnes)	Value of Third Party Income (£)	Average Gate Fee per Tonne
Paper			
Cardboard			
Cans			
Glass			
Metal			
Plastic			
etc			

Appendix 7 - Deduction Reconciliation

Contract Month	Tonnage Element Paid
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
TOTALS Σ T	

Performance Deductions

Contract Month	Performance Deductions Accrued	Performance Deductions Calculated in Each Contract Month
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
TOTALS	Σ AD	Σ CD

Additional Mileage Deductions

Contract Month	Additional Mileage Deductions Accrued	Additional Mileage Deductions Calculated in Each Contract Month
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
TOTALS	Σ AAMD	Σ MCAMD

Appendix 8 - Authority Response

REPORTING PERIOD (Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

- We do not dispute any of the FAR Report
- We dispute elements of the FAR Report as detailed below

Reference	Comment

SCHEDULE 36
REPORTING PROFORMAS
PART 3 – SAR REPORT

SCHEDULE 36

Reporting Proformas

Part 3 – SAR Report

REPORTING PERIOD (Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

10. BMW DIVERSION BONUS

Biodegradable Contract Waste Landfill Tonnage Bonus Threshold (BCWBT)	
Tonnage of Biodegradable Contract Waste which is Landfilled from the Resource Parks (BCWA)	
Total amount (in tonnes) of stabilised fines diverted from Landfill as compost-like material (DCLM)	
Gainshare LATS Price (GSLP)	
Total Bonus (BDB) = 0 if BCWBT < BCWA	

11. BMW DIVERSION DEDUCTION

Biodegradable Contract Waste Landfill Tonnage Deduction Threshold (BCWDT)	
Tonnage of Biodegradable Contract Waste which is Landfilled by the Contractor (BCWA)	
Average Price of LATS, capped at £30 per tonne (LPP)	
Total Deduction (BDD)	

12. ADDITIONAL BIODEGRADEABLE CONTRACT WASTE DEDUCTION

Actual LATS purchase price , capped at £45 per tonne (ALPP)	
Average Price of LATS, capped at £30 per tonne (LPP)	

Tonnage of Biodegradable Contract Waste which is Landfilled from the Resource Parks (BCWA)	
ALT as defined in para 9.6.1 of the Payment Mechanism	
Additional Biodegradable Contract Waste Deduction	

13. **SUMMARY SAR**

Total Bonus	
Total Deduction	
Total Additional Biodegradable Contract Waste Deduction	
Total SAR	

Appendix 1 - BMW Diversion Bonus/Deduction

Calculation of Biodegradable Contract Waste Landfill Tonnage Target

Interface Site	Contract Waste Received (Tonnes)	Less: Untreated Landfill Waste (Tonnes)	Less: Specific Waste (Tonnes)	Less: Commissioning Waste (Tonnes)	ITST (Tonnes)
Northern Resource Park					
Southern Resource Park					
Transfer Station					
Landfill etc					
TOTALS					
				BMW R	
				BMW IA	
			BCWBT = ITST * BMW IA * (BMW R-0.1)		
			BCWDT = ITST * BMW IA * (BMW R+ 0.1)		

Tonnages of Biodegradable Contract Waste Landfilled

Resource park	Contract Waste Landfilled (Tonnes)	Less: Untreated Landfill Waste (Tonnes)	Less: Specific Waste Landfilled (Tonnes)	Less: Commissioning Waste Landfilled (Tonnes)	Biodegradable Contract Waste Landfilled (BCWA)	Stabilised Fines Produced at the HWSF diverted from Landfill (DCLM)
Northern Resource Park						
Southern Resource Park						
TOTALS						

Appendix 2 - Authority Response

REPORTING PERIOD (Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

We do not dispute any of the SAR Report

We dispute elements of the SAR Report as detailed below

Reference	Comment

SCHEDULE 36
REPORTING PROFORMAS
PART 4 – TAR REPORT

SCHEDULE 36

Reporting Proformas

Part 4 – TAR Report

REPORTING PERIOD (Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

1. PROFIT SHARING

(a) Actual Net Operating Profit	
(b) Target Net Operating Profit	
(c) Excess Profit	

Band of Excess Profit Amount		Profit to be shared in Band	Profit Share %	Profit Share £
0	10% of TNOP		0	
10% of TNOP	25% of TNOP		30	
25% of TNOP	40% of TNOP		40	
40% of TNOP	50% of TNOP		45	
Above 50% of TNOP			50	
Totals				

Appendix 1 - Authority Response

REPORTING PERIOD (Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

- We do not dispute any of the TAR Report
- We dispute elements of the TAR Report as detailed below

Reference	Comment

SCHEDULE 36

REPORTING PROFORMAS

PART 5 – SRF RECONCILIATION REPORT

SCHEDULE 36

Reporting Proformas

Part 4 – SRF Reconciliation Report

REPORTING PERIOD (Month & Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

2. SRF 6 MONTHLY RECONCILIATION

(a) SRF Gate Fee for Period	
(b) SRF Base Fee	
(c) SRF Differential (a - b) (SRFD)	
(d) Gainshare Percentage (GP)	
(e) Tonnage of Acceptable SRF produced capped at 55% of Contract Waste Received at Resource Parks (SRFT)	
(f) SRF Reconciliation (SRFG) (c * d * e)	

Appendix 1 - Detailed Information

Contract	Volume of SRF Offtake	Contract Gate Fee (£)	Total Value of Offtake £
Contract Detail	10,000	45	450,000
TOTALS			
Weighted Average Gate Fee			

Appendix 2 - Authority Response

REPORTING PERIOD (Month & Year):	
REPORT SUBMISSION DATE (Day, Month & Year):	
COMPILED BY (Name/Position):	

We do not dispute any of the SRF Report

We dispute elements of the SRF Report as detailed below

Reference	Comment