

HARBOROUGH DISTRICT COUNCIL
MINUTES OF THE EXECUTIVE MEETING

held in the Council Chamber

7 November 2011

commencing at 6.30p.m.

Present:

Councillor Rook (Leader)
Councillors: Mrs. Ackerley, Charlish, Dann
Golding, Pain, Spendlove-Mason
Officers: M. Bradford A. Eastwood, A. Graves, B. Jolly, K. Mehta, B. Murgatroyd, S.Pointer

252 PORTFOLIO HOLDER ACTIVITY REPORTS

i) Community safety and enforcement

Cllr Golding reported that

i) on 28 October he chaired the quarterly meeting of the Harborough District Community Safety Partnership. Headline crime figures across the district are very positive in the year to date with Serious Acquisitive Crime down 11%(262 crimes down from 2920 and Anti Social Behaviour down 25% (732 cases down from 977)

ii) 101 the new number for contacting police for non- emergency numbers has now been launched throughout Leicestershire and Rutland. The launch was deigned to be low key to allow the service to 'bed in' Leicester 2222222 was still available as a fall back

iii) he had witnessed the formal opening of the tender responses for the provision of pest control services from 1st April 2012

ii)Housing Infrastructure and Planning

Cllr Ackerley reported that the core strategy would be submitted to the next meeting of Council for adoption

iii) Community Engagement, Cohesion and Wellbeing

Cllr Pain reported that the Olympic torch would pass through Harborough District as part of the run up to the Olympic games in 2012. The route for the torch included Market Harborough, Lubenham, Foxton and Kibworth Harcourt

iv) Waste and Recycling

Cllr Charlish announced that at the large bring sites there was now the opportunity to recycle small electrical equipment/appliances

v) Leader

Cllr Rook reported that he had attended the following meeting/engagements:

5 October Management Board meeting on the engagement

6 October Attended a National planning policy framework consultation along with the portfolio holder in Lichfield

7 October Visited the Council at Spalding to look at its experience of shared services

12 October Locality working meeting with members and officers of the Leicestershire County Council
12 October Attended a dinner in honour of the Chairman of Council ,Cllr David Beaty
14 October Attended the presentation of youth awards
25 October Meeting with a representative of the market traders
25 October Visited Wellingborough Council as part of the future options project
28 October FOCSA core meeting
2 November Attended a meeting of Harborough Enterprise

253 MINUTES

RESOLVED that the minutes of the Executive meeting held on 26 September 2011 be approved and signed as a true record.

254 DECLARATIONS OF MEMBERS'INTERESTS

None were declared.

255 LOCAL AIR QUALITY MANAGEMENT

It was reported that under Part IV of the Environment Act 1995 there is a requirement for all Local Authorities to assess their local air quality and to predict future conditions against the national air quality objectives.

The review and assessment of local air quality takes place over a number of stages. The First Stage Review and Assessment carried out across the whole of the district concluded that further assessment would be required for carbon monoxide, lead, particulates and nitrogen dioxide. The Second and Third Stage review concluded that, with the exception of nitrogen dioxide, all of the national objectives would be met within the appropriate timeframe. With regards to annual average levels for nitrogen dioxide it was anticipated that the national objective would be exceeded in Lutterworth Town Centre and an Air Quality Management Area (AQMA) was declared in 2001.

Nitrogen dioxide which is associated with adverse effects on human health and at relatively high concentrations the pollutant can cause inflammation of the airways. Long term exposure to Nitrogen Dioxide may affect lung function and may also enhance the response to allergens in sensitive individuals. The main source of nitrogen dioxide in Lutterworth is traffic related.

Monitoring of the air quality both in Lutterworth and across the wider district has been carried out for several years however whilst the general air quality across the district is good, the levels in Lutterworth Town Centre have remained high and in 2008 it became apparent that the annual average levels of nitrogen dioxide outside of the existing AQMA may be breaching the national standard and further work was required to determine whether the boundary of the existing AQMA needed to be changed.

Consequently it was necessary to undertake a long term monitoring programme Based on the results of the monitoring in Lutterworth, there is now sufficient confidence to confirm that there is no requirement to extend the AQMA to the north along Leicester Road, however it is necessary to extend the area to the south of the existing AQMA. The proposed extent of the amended AQMA can be found in Appendix A attached

Once the extent of an AQMA has been confirmed an Action Plan must be developed to identify any potential actions which could reduce the pollutant levels in the local area. As the source of the pollution is traffic related, the Action Plan will look at cost effective measures which can be implemented to reduce the impact of vehicles in the local area. Whilst the duty to assess local air quality lies with the district authorities, guidance stipulates that the upper tier authorities should work closely with the district authorities to incorporate air quality Action Plans into the Local Transport Plan

RECOMMENDED that:

i) members approve the proposed amendment to the existing Air Quality Management Area for Lutterworth Town Centre to be sent out to the statutory consultees.

ii) Authorisation is given to the Head of Health and Enforcement Services to sign the Air Quality Management Area Order following the consultation process.

iii) Any representations received during the consultation process be taken into consideration during the further review process following the amendment of the Air Quality Management Area.

iv) Subject i) to agree that the existing Action Plan for the Air Quality Management Area be reviewed with Leicestershire County Council and be subject to public consultation

Summary of Reasons for the Recommendations

Under Part IV of the Environment Act 1995 there is a requirement for all Local Authorities to assess their local air quality and to predict future conditions against the national air quality objectives.

Where a local authority believes that the national air quality standards are not going to be met they have a duty to declare an Air Quality Management Area (AQMA).

Generally the air quality in the district is good however the annual mean national air quality standard for nitrogen dioxide is not being met in an area of Lutterworth and an AQMA was declared for this area in 2001. The location of the existing AQMA can be found in appendix A

In 2009 an updated assessment identified the potential exceedence of the national objective levels for nitrogen dioxide outside of the existing Air Quality Management Area. Consequently it was necessary to undertake further long term monitoring to confirm the initial findings and to determine the extent to which the current Air Quality Management Area should be extended.

The results of the detailed assessment confirmed that the existing air quality management area needs to be extended. The proposed Order for the amended AQMA can be found in appendix B.to the report

In addition following the amendment of the AQMA it will be necessary to review the Air Quality Action Plan for the area in conjunction with the County Council's Local Transport Plan.

256 ANNUAL REVIEW OF ICT SECURITY POLICY

The Executive considered the outcome of the annual review of the corporate ICT security policy which had been updated in line with recommendations arising from audit reports. Also included was a light-touch review of the Email usage policy.

Representations had been made by a Councillor and as a consequence an amendment to the text was suggested. The amendment was to section 8 bullet point 2 of the Email policy and it was proposed that it should read

"The automatic forwarding of email by mail users from a 'dotgov' email address to any external email address is forbidden. However in certain circumstances where permissible and deemed necessary, the ICT team is permitted to temporarily set up forwarding. This is only to be with the approval of the ICT manager and will be subject to regular review, and strictly only in the event of a problem with the user's normal method of accessing email."

RESOLVED that the ICT Security policy be approved subject to the amendment set out above.

Summary of Reasons

The current ICT Security Policy was approved by the Executive on 16th August 2010.

The current policy states that it will be reviewed on an annual basis.

A recent set of security checks highlighted the need to include a statement about the need for HDC staff to challenge unknown personnel within the premises and any attempted access to systems or equipment.

Overnight storage of loan equipment recommendations has been added to protect equipment from extremes of temperature.

E-mail security procedure statements have been updated and clarified.

The E-mail and Internet Usage Policies are referenced by the ICT Security Policy and need to be reviewed at the same time. These associated policies have been refreshed by reviewing, re-formatting (to share a common look and feel as well as version number with the Security Policy) and applying minor updates where required.

257 ASSESSMENT OF IMPACT OF CHARGING FOR PLANNING ADVICE –INTERIM REPORT

The Executive considered the outcome of the implementation from 1st April 2011 of charging for planning advice on certain specified proposals

Section 93 of the Local Government Act 2003 permits local authorities to charge for discretionary services. These are services which local authorities provide but for which there is no statutory requirement. When charging for services, the authority is allowed to cover its costs for providing the services

RESOLVED that

i) the existing charging regime be continued until 1 April 2012.

ii) after 1st April 2012 the threshold at which pre-application advice is chargeable be lowered to include single dwellings and extensions.

Summary of Reasons

Charges for planning advice were implemented 1st April 2011. This followed Council approval 24th January 2011. That approval required reviews after a 6 month interval
The Executive considered that the period to date allowed sufficient time to make a decision on lowering the threshold.

258 PERFORMANCE MANAGEMENT POLICY

Performance Management at Harborough District Council has been developing over a number of years, but principally since the Comprehensive Performance Assessment in 2004. The current performance management principles, procedures, systems, and roles and responsibilities have been developed based on experience and the needs for reporting results locally and nationally.

The Policy formulates all of the above into a single Policy; the aims of which are to identify a clear corporate approach to performance management and ensure that this is embedded and applied at all key levels of the organisation.

RESOLVED that the Performance Management Policy be approved

Summary of Reasons

As explained above performance management has developed in an informal way over a number of years. While this system has worked adequately, the lack of a formal reference document allows interpretation of the principles of performance management, and different degrees of implementation and acceptance.

Until now the Council has not adopted a set of Performance Management Principles or Purpose. If approved our first principle will be to "Integrate and embed performance management into the culture

of the Council by ensuring that all staff and councillors recognise that they have a responsibility to improve performance” Without a formal Policy the development of such a culture will prove difficult.

The Council is using the e-learning system as a training aid. It is intended to develop a Performance Management module to explain performance management in greater depth to Members and staff. The existence of a Performance Management Policy will give a framework upon which the training will be based.

A robust performance management system allows performance to be proactively managed by identifying and responding to trends and anomalies, and to learn from experience. This knowledge is captured through the performance clinic element of the Performance and Programme Group, and by sharing the results allowing the Council to become a fit for purpose organisation with the ability for smarter working.

259 OPEN SPACES STRATEGY

It was reported that Harborough District Council’s open spaces are currently maintained through the grounds maintenance contract with FOCSA. The current contract is for 7 years with a possible extension of 7 years and commenced in April 2009.

Improvements have been made to many of the open spaces through the capital programme and the proposed open spaces strategy will help direct future spending into projects that will support the vision and proposals.

The open spaces strategy builds on the consultation work that was undertaken for “Planning Policy Guidance (PPG) 17: Planning for Open Space, Sport and Recreation”. The open spaces strategy consultation document (2009) was made available to all Parish Councils in the District and all elected members were provided with a copy. The consultation document was also advertised on the Council website and made available for comment to residents and others. The final version of the strategy has been amended to take account of the comments received.

RESOLVED that the Open Spaces Strategy 2011, Policies and Proposals and associated Action Plan be approved.

Summary of Reasons

The adoption of the Open Spaces Strategy give communities certainty that their open spaces will be managed in a consistent and accountable way.

The Open Spaces Strategy will

1. Highlight the importance of open space in the District.
2. Give a clear vision for open space into the future
3. Give opportunity for communities to become more involved in the management of all typologies of open space, and have a say in how the available amenities are delivered.
4. Set out policies and proposals for the management of open space
5. Provide an action plan for achieving the vision and proposals

260 LEASE OF SYMINGTON BOWLS PAVILION TO HARBOROUGH YOUTH AND COMMUNITY TRUST

It was reported that the Symington Bowls Club made the decision to relinquish its 25 year lease on the pavilion and bowling green early in 2011.

Officers had already been approached by youth workers seeking a venue for their youth work. Members of HYACT(Harborough Youth and Community Trust) visited the pavilion and determined that it would be suitable for their project.

HYACT set up a working group, appointed an architect and planning consent was applied for in July 2011 for extensions to the building and alterations to the internal layout of the building. Planning permission was received in July 2011, and officers received a draft lease from the Trust legal advisers. The lease has been reviewed by Legal Services, and will meet the requirements of the District Council.

The Trust will be responsible for all building repairs and maintenance of the extended pavilion and adjoining land. The Trust wishes to include a clause in the lease to allow subletting of the adjoining land. This would allow the Trust to generate an income from the facility and would allow other community-led projects to be accommodated

RESOLVED that:

- (i) the content of the report be noted and the request made by HYACT to lease the land at Symington Bowls Pavilion be approved, and the grant of a 28 year lease to HYACT on a full maintenance and repair lease be approved subject to (ii) below;
- (ii) the lease be treated as a business lease under Part II of the Land lord and Tenant Act 1954 and security of tenure be excluded. (details in section 6 – Legal Issues)
- (iii) the consultation undertaken by HYACT shown at Appendix B to the report be noted.
- (iv) the fact that HYACT have received planning permission for the improvements to the bowls pavilion be noted;

Summary of Reasons

HYACT is a community led project that aims to give an opportunity for young people (aged 11 to 17) a place to spend their leisure time, as well as providing structured after school sessions and projects targeted at Young People with specific needs. HYACT aims to offer open, discrete access to other community services for the young people such as Bower House counsellors and Connexions Advisors.

The consultation exercise undertaken by HYACT has shown broad support from members of the community and elected members alike.

261 TREE WORK POLICY

It was reported that following the non -essential tree works budget cut in the business planning process, residents have not been satisfied with the responses given by officers concerning what works the Council is able to undertake and those works that it is not in a position to complete.

By consistently applying an approved tree work policy residents will be given certainty that their request in being considered in a fair and transparent manner.

Consistent and accurate information will enhance the reputation of the Authority, even though it may not be the reply that the resident wanted to hear.

The Executive requested that a briefing note on the new policy be issued to all Councillors

RESOLVED that members approve implementation of the tree works policy

Summary of Reasons for the Recommendations

During the business planning process of 2010/11 it was resolved that “non- essential tree works” was removed from the open spaces budget. This has led to some concerns and questions raised by the public when requesting works to Council owned trees that adjoin their gardens.

By implementing the tree works policy officers will be able to give consistent information to members of the public, and ensure that all tree works are determined in a fair and open way.

262 POLICY FOR USE OF NEW HOMES BONUS(NHB)

It was reported that the Government published the final allocations of the grant for 2011/12 in a Grant Determination. The Council will receive a total of £507,757 in 2011/12. The six year total for the relevant year (2011-12) is £3,046,541.

Each year the payment of the allocation will be made with the Revenue Support Grant which is paid on a monthly basis. The total NHB as set out by the Government in the final Scheme is split 80% to this Council and 20% to the County Council. Each authority will receive its share directly from the government. Therefore, the amount allocated to HDC is its own and does not include the County Council's 20% allocation.

RESOLVED that

i) The Executive notes that nationally the NHB is funded by the government by top slicing the forecast national business rates total that forms part of the funding formula of local government meaning and that it is not new money. The NHB is effectively being funded by taking away a sum that would have been paid to Councils in their annual grant settlement and is being redistributed under the NHB scheme as a general grant (i.e. not ring-fenced for any particular or specific purpose in terms of its use.)

Policy Proposal for Consultation

ii) In the context of 2.1 above and in line with paragraph 5.2.1 below, the Executive sets aside and reserves the whole of the NHB for the 2011/12 Relevant Year of £3.047m (to be received over six years commencing 2011/12 at £508k per year) to support the General Fund revenue budget in view of the fact that the NHB is being funded by the government by top slicing local government funding nationally;

iii) Policy Option C in paragraph 5.2.2 of the report for the use of the NHB in respect of the 2012/13 Relevant Year only (to be received over six years commencing 2012/13.) is adopted for consultation;

iv) the timetable for setting and implementing the New Homes Bonus Policy as discussed in section 5 of the report be noted and particularly the timetable set out in paragraphs 13.3 and 13.4 of the report be noted regarding consultation on the proposed policy with a report back to the Executive to consider the final recommendations to Council.

v) the Scrutiny Commission be requested to include on its work plan for 2012/13 a review and development of a policy on bringing derelict and empty homes back into use.

Summary of Reasons

The NHB is a new system of reward grant funding that the government has introduced from 2011/12. The sums involved could be significant depending on the increase in housing in the District in the future. The council therefore should have a policy on how it will manage the NHB. This report sets out the policy options and makes a recommendation on the preferred option.

Depending on the year on year changes in the council taxbase which is the measure by which the government will determine the NHB for each authority under the scheme, the amount of NHB can be significant. However bearing in mind that it is not new money overall but what should have been distributed to local authorities through the annual formula grant settlement it is therefore important that the Council has a policy on the use of the NHB for the future commencing from the 2012/13 Relevant Year, i.e. Year 2 of the NHB scheme.

263 PROPERTY REVIEW

Consideration was given to the findings and recommendations of the Council Offices Project Board following an independent review by a chartered surveyor

The objective was to enable the Council to take actions to:

- provide fit for purposes office and civic accommodation
- secure a fully funded scheme
- secure best value use of all of its town centre properties and land holding
- take into account the proposals of the Future Options Review
- if possible generate an on-going income for the Council
- release surplus accommodation

The key facts taken into account were:

- The Council's Headquarters Building provided 5,353 sq.m. of accommodation. Based on a planning assumption that the current need is for up to 2000 sq.m. of office space – the Council has more than twice the space it requires.
- The accommodation is not in good condition, and requires up to £500k to be spent on essential repairs over the next 5 years and up to £1.863m in total to bring the building up to a reasonable condition.
- Office space and civic space is poorly configured and some areas of the building are hot in the summer and cold in the winter. Internal partitions that have been introduced since the Council took up occupation of the building, limiting the opportunity for reasonable levels of passive cross ventilation.
- There is potential to release part or all of the headquarters building for, commercial, retail or housing use.
- Existing planning policies provide for substantially reduced car parking requirements for town centre offices. Given the number of staff currently employed, the current parking requirement would be in the order of only 40 car spaces. At present the Staff/Public car park provides 90 spaces and the Council's adjacent car park provides 98 and 8 disabled spaces.

All of the car parking requirement could fit into Fox' Yard or elsewhere in the town.

- Priority must be given to the delivery of the Council's own primary services and services which are the responsibility of the County Council such as the provision of a Library and Museum will be considered as secondary priorities.
- The Library occupies potentially valuable commercial space within the ground floor of the building. This service is the responsibility of the County Council. The County's lease on the building expired in 2006 albeit a rent of £24,900 continues to be paid. The Library floor area of 632 sq.m. accounts for over 10% of the total floor area of the building.

If this area was in good condition and rented out for commercial purposes a rent in the order of £126,000 could be achieved.

- The Museum Service is a concurrent service that can be provided by the County Council as well as the District Council. It is not a statutory service for the District Council. However, in co-operation with the County Council and the Market Harborough Historical Society, the Council participates in the provision of the Harborough Museum by funding four staff posts and provides the accommodation for the Museum in the Council Offices.
- The Market Hall is well located in the St Mary's shopping centre it provides approximately 1347 sq.m. of ground floor space about 1/3 of the space is taken up by a food hall and there is 489 sq.m. at first floor level, with adjacent car parking. This valuable commercial

space is open on, 4 days of the week in respect of the food hall, 3 days for a general market and Sunday trading in respect of the antiques market.

The gross income for the market in 2009/10 amounted to £242,668, which appears to be a reasonable income but this is offset by Council expenditure and depreciation costs amounting to £207,278 giving a net income of £35,390. In 2004/5 the net income was £59,500

Ground floor commercial retail space in the town can secure rents in the order of £20 sq.ft./year and the potential full market rent for just the ground floor space amounts to approximately £269,000.

RESOLVED that:

i) To shorten the timescales and save on cost of procurement either the Scape national or regional framework is used to appoint Willmott Dixon to act as lead developer to work with the Council to develop proposals to release surplus accommodation to secure a fully funded scheme to provide fit for purposes office and civic accommodation that will also generate income and which takes into account the proposals of the Future Options Review. The proposals to include the following buildings: Council Offices, Settling Rooms and the Market Hall.

ii) In the event that it is not possible to formulate proposals acceptable to the Council under recommendation i) above, action be taken to invite market offers for: the Council Office Building and the adjacent car parks in Roman Way and Mill Hill Road, the Market Hall and Settling Rooms. The offers to be on the basis of:

- outright sale; and
- outright sale subject to the re-provision of suitable fit for purpose offices and civic accommodation.
- proposals for the Market Hall acceptable to the Council
- proposals for the Settling Rooms acceptable to the Council

the Council being able to action one or a combination of the above options.

RECOMMENDED that In the context of i) above the Property Review be included within the Terms of Reference of the Transformation Board so that the Future Options and the Property Review are complementary (with the Interim Chief Executive as the lead officer.)

RESOLVED that

iii) in the context of i) above and section 9.3 of the report be submitted as follows:

- (i) on the initial findings and evaluations of the work undertaken under the Scape framework by Willmott Dixon in December 2011
- (ii) final proposals and recommendation in March 2012

iv) A project management budget allocation of £100,000 from General Reserves be approved to progress the decision of the Executive.

Summary of Reasons

At a meeting of the Executive held on the 28 June 2010, it was resolved that:

- The Deputy Chief Executive be authorised to appoint an independent external valuer to undertake a market valuation including a condition survey of the Council Offices, Adam & Eve Street, Market Harborough.
- The Executive approves and authorises the Deputy Chief Executive to

advertise in OJEU to ascertain market interest and possible potential developer partner to develop options in respect of the future of the building including the potential relocation of the Council.

- That the Executive authorises officers to explore the potential of co-location alongside the Primary Care Trust (PCT).

The first and the last resolutions above have been completed:

- Strutt and Parker LLP of Market Harborough was appointed and undertook the market valuation and through them E C Harris was appointed and undertook the condition survey of the Council Offices in Adam and Eve Street (Headquarters). The work was completed in February 2011 and the findings in the reports provide the basis of the key information used by the Project Board to formulate its recommendations to the Executive.
- The potential for co-location alongside the Leicester, Leicestershire and Rutland PCT (LLRPCT) at the St. Luke's Hospital site in Market Harborough was tested through a joint OJEU procurement process. All bids received at stage one of the tender process were financially unviable for the Council.

With respect to the second resolution above action to advertise in the OJEU to seek a developer partner was delayed in order to undertake a space utilisation study of the council offices to inform the OJEU brief and also due to the lack of internal resources to progress the matter within an accelerated timeframe, the Council Office Project Board appointed a Property Advisor in July 2011 to give the Council additional capacity to undertake a snapshot review of the Headquarters and to provide support to the Project Board to develop its proposals for consideration by the Executive.

The Project Board appointed Peter Ridley – an experience chartered building surveyor with specialist expertise in local authority asset management as Property Advisor, to undertake a snapshot review of the Council's office accommodation located within the Headquarters in Adam and Eve Street. A copy of the Project Brief is at Appendix A to the report.

264 FORWARD PLAN OF KEY DECISIONS

RESOLVED that the forward plan of key decisions for the period of December 2011- March 2012 be approved for publication

Summary of Reasons

The Council is required by the Local Government Act 2000 and its own Constitution to publish regular Forward Plans of Key Decisions.

At its meeting on 29 August 2001, the Executive agreed that it should review each draft Forward Plan of Key Decisions, (minute 249(v)/2001 refers). It also was agreed that each Plan should cover a four-month period, with a monthly roll-forward of the Plan being effective on the first working day of each month.

265 DELIVERING THE VISION AND PRIORITIES FOR THE DISTRICT OF HARBOROUGH

The Leader reported that the Council is currently facing a number of challenges and opportunities. The Comprehensive Spending Review poses a number of difficult and challenging financial implications for all local authorities and this Council must look at service delivery and how it could be adapted to mitigate the challenging financial circumstances in which the Council finds itself

There were also opportunities with the "Big Society" and Localism agenda for authorities to look at delivering services in different ways. To help this authority achieve that, it needed to have in place a Vision and priorities to reflect the potential future changes. This Vision needed to be based upon the priorities it wanted to deliver and the direction that the authority wanted to take in the future.

To this end a draft vision and priorities were formulated by the Leader in consultation with Members of the Conservative Group

RECOMMENDED that the proposed Vision and Priorities as set out in Appendix B be endorsed

Summary of Reasons f

To ensure that the Council has a clear direction moving forward so that it can be translated into service delivery.

266 WASTE AND RECYCLING STRATEGY 2011-2022

The Executive gave consideration to the Waste and Recycling Strategy 2011-2022. It was reported that the baseline summary shows the Council currently performs very well for national indicator 192 (percentage household waste sent for reuse, recycling or composting)

The Council has been highly successful in reducing the overall amount of waste sent to landfill and reducing the total waste and recycling produced per household. The service needs to continually develop in order to build upon the successes that the Council has achieved to date. The Strategy aims to provide the long-term direction in order to meet those objectives. The Executive received representations from the Liberal Democrat Group (attached) and a letter from FOCSA (attached)

RECOMMENDED that the Executive approve the Waste and Recycling Strategy and Action Plan 2011-2022 (attached at Appendix C) and recommend that it is referred to Council for approval.

RESOLVED that as part of the Strategy, the Executive give approval for a Business Case to be developed to consider the option of moving to a co-mingled waste collection service.

Summary of Reasons

The Waste and Recycling Strategy establishes the long-term vision and objectives for the Council's waste and recycling service. The Strategy forms a key strand of the authority's Future Options work in terms of providing cost efficient and effective services.

The Council's Waste and Recycling Service is one of the larger budget areas for the Council. Consideration needs to be given to the current arrangements to determine if they are:

- § Meeting our citizens needs.
- § Cost effective in the long-term.
- § In line with best practice and best performance.
- § Environmentally sound.

The Strategy highlights a number challenges that our service needs to overcome. These include:

- § Making better use of the materials collected (cardboard/plastics) by realising a value from them
- § Improving our dry recycling rate.
- § Expansion of the materials collected.
- § Providing a more cost effective service.
- § Need to reduce waste.

There are two main types of collection service offered by local authorities:

Kerbside sort – involves the sorting of materials at kerbside into different compartments of a specialist collection vehicle.

Co-mingled – involves the collection of materials in a single bin using a single compartment vehicle. The sorting of these materials occurs at a Materials Recovery Facility (MRF).

There are variations on each of these systems by a number of local authorities.

The Options Appraisal shows that there are significant advantages in adopting a co-mingled collection service. These advantages can be demonstrated in terms of increased recycling performance, lower costs and better operational arrangements.

The All Member Workshop clearly indicates that there are significant advantages of a co-mingled system over the current arrangements. When considering the strengths of a co-mingled system Members stated that option was easier than the current arrangements for residents to understand and it would enable the capture of more materials for recycling.

At the All Member Workshop it was also stated that a weekly collection of residual waste would be too expensive, have a high carbon impact and might increase the amount of waste sent to landfill.

HDC's current collection arrangements do not encourage the recycling of key materials. Cardboard is sent for composting when it is a valuable commodity and can be reprocessed and reused. In addition, the existing system does not collect plastics for recycling at the kerbside. It is suspected that most of the waste plastic produced gets placed in the residual waste bin and landfilled.

The Baseline Summary demonstrates a large differential in aspects of the current service performance. HDC is very strong in its composting performance, however this is at odds with average performance for collecting dry recycling. One explanation for this is that the current arrangements do not capture materials in the most beneficial manner.

The meeting closed at 8.45pm