

AGENDA

Meeting: Environment Select Committee
Place: Council Chamber, Monkton Park, Chippenham
Date: Thursday 21 July 2011
Time: 10.30 am

Please direct any enquiries on this Agenda to Sharon Smith, of Democratic Services, County Hall, Trowbridge, direct line (01225) 718378 or email sharonl.smith@wiltshire.gov.uk

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Membership:

Cllr Chuck Berry	Cllr Chris Humphries
Cllr Rosemary Brown	Cllr Tom James MBE
Cllr Nigel Carter	Cllr Howard Marshall
Cllr Christopher Cochrane	Cllr Ian McLennan
Cllr Peter Doyle	Cllr Stephen Oldrieve
Cllr Jose Green	Cllr Leo Randall
Cllr Alan Hill	

Substitutes:

Cllr Jane Burton	Cllr Charles Howard
Cllr Trevor Carbin	Cllr George Jeans
Cllr Brian Dalton	Cllr Julian Johnson
Cllr Bill Douglas	Cllr Jeffrey Ody
Cllr Nick Fogg	Cllr Anthony Trotman
Cllr Russell Hawker	

PART I

Items to be considered while the meeting is opened to the public

1. **Election of Chairman**

To elect a Chairman of the Select Committee for 2011/2012.

Nominations will be sought orally from those present at the meeting. Voting will be by way of a show of hands.

2. **Election of Vice-Chairman**

To elect a Chairman of the Select Committee for 2011/2012.

Nominations will be sought orally from those present at the meeting. Voting will be by way of a show of hands.

3. **Apologies and Substitutions**

4. **Minutes of the Previous Meeting** (*Pages 1 - 10*)

To confirm and sign the minutes of the Environment Select Committee meeting held on 10 May 2011.

5. **Declarations of Interests**

To receive any declarations of personal or prejudicial interests or dispensations granted by the Standards Committee.

6. **Chairman's Announcements**

7. **Public Participation and Councillors Questions**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named above for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution. Those wishing to ask questions are required to give notice of any such questions in writing to the officer named above (acting on behalf of the Director of Resources) no later than **5pm on Thursday 14 July 2011**. Please contact the officer named on the first page of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

8. **Waste Recycling and Collection Service** *(Pages 11 - 20)*

The Committee considered a report on the harmonisation of the Waste Collection Service in March and resolved to request a further update on the progress in July.

Attached is a report from the Director of Neighbourhood and Planning which updates the work taking place to deliver a single Waste Collection and Recycling Service across Wiltshire. Also included is a brief overview of the latest position towards the construction of a Mechanical Biological Treatment (MBT) Plant in Westbury, which is planned to divert 60,000 tonnes of waste from landfill.

The Cabinet Member with responsibility for waste will be available to respond to any questions the Committee members may have when considering the report.

9. **Air Quality Strategy**

The Committee will recall that at its July 6, 2010 meeting the draft Air Quality Strategy was considered ahead of its submission to Cabinet. The item concluded with the Committee recommending that its comments were taken on board by the Cabinet member. The strategy has now been included on the Cabinet agenda for its September 13, 2011 meeting.

In conjunction to this on June 16, 2011 councillors Nigel Carter and Alan Hill, acting as representatives of the ICT Task Group, met with the ICT Programme Manager for a one-off review of the ICT Air Quality Project. As part of this exercise the two suppliers of the pollution monitoring systems were found to not meet government 'CoCo' data requirements, set to ensure that the data was transferred securely. Concern was raised by the members that the approach to data monitoring had not yet been harmonised, and ICT was unaware of all Wiltshire areas subject to air quality monitoring. During this exercise the members agreed that they would refer their concerns to the Environment Select Committee.

Recognising that Cabinet is shortly to be asked to endorse the Air Quality Strategy, the recommendation to emerge from the ICT Scrutiny Task Group and the historic interest of the committee towards air quality, the Cabinet member has been invited to attend the meeting to be given an opportunity to respond to the issues raised and any other subsequent questions that the Committee may have.

10. **Delegation of Services to Town and Parish Councils** (Pages 21 - 24)

At the last meeting of the Committee, when considering the forward work programme, members agreed that they would like to receive an update on the authority's programme to delegate services to Town and Parish Councils; with particular interest in public conveniences.

The Cabinet member with responsibility for this area will be available to provide the Committee with an overview of the progress made and to respond to the Committee's questions.

11. **Procurement & Commissioning Task Group**

The Committee at its meeting held on 10 May 2011 received an update on scrutiny of procurement and commissioning following a review undertaken by scrutiny upon the release of the Business Plan and consideration by the Liaison Board.

The proposed approach to future scrutiny was that each select committee would approve the formation of a dedicated Procurement and Commissioning Task Group to report directly to the Organisation and Resources Select Committee and replace the Major Contracts Task Groups.

All select committees have now considered the proposals made and have resolved that a new Procurement and Commissioning Task Group be established in line with the recommendations made. The first meeting is expected to take place on 28 July 2011 with the following membership:

Councillor	Appointed by
Cllr Tony Deane/ Cllr Nigel Carter	Appointed due to previous scrutiny of Corporate Procurement Strategy
Cllr Mark Packard	Organisation & Resources Select Committee
Cllr Peter Doyle	Environment Select Committee
Cllr Jon Hubbard/ Cllr Bill Moss	Children's Services Select Committee
Cllr Peter Hutton	Health & Adult Social Care Select Committee

Although the Children's Services Select Committee supported the creation of the new task group (and named 2 members) it also decided to retain its existing major contracts task group. This may have resource implications for the future but will be discussed further at the next OS Liaison Board on 28 July.

The Committee is asked to note the outcome of the consideration given to the Liaison Board's recommendation and that the first meeting of the new task group will be held at the end of the month.

12. **Project Board Update**

To receive an update from scrutiny representatives on Project Boards where relevant. To include:

Housing Commissioning Board

Scrutiny Rep: Cllr Ian McLennan

Cabinet member: Cllr John Thomson

Gypsy and Traveller Project Board

Scrutiny Rep: Cllr Jose Green

Cabinet member: Cllr Toby Sturgis

13. **Forward Work Programme** (*Pages 25 - 28*)

A copy of the draft Forward Work Programme is attached for consideration.

14. **Date of next Meeting**

6 September 2011.

15. **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

PART II

Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

NONE

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ENVIRONMENT SELECT COMMITTEE

DRAFT MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING HELD ON 10 MAY 2011 AT COMMITTEE ROOMS A - B, MONKTON PARK, CHIPPENHAM.

Present:

Cllr Chuck Berry, Cllr Rosemary Brown, Cllr Nigel Carter (Vice Chairman), Cllr Peter Doyle, Cllr Jose Green, Cllr Mollie Groom (Chairman), Cllr Alan Hill, Cllr Charles Howard (Substitute), Cllr Howard Marshall (Substitute), Cllr Ian McLennan, Cllr Stephen Oldrieve and Cllr Anthony Trotman (Substitute)

Also Present:

Cllr Howard Greenman, Cllr Toby Sturgis and Cllr Dick Tonge

145. Apologies and Substitutions

Apologies were received from Cllr Peter Colmer, Cllr Chris Humphries and Cllr Leo Randall.

Cllr Howard Marshall, Cllr Charles Howard and Cllr Tony Trotman were the respective substitutes.

146. Minutes of the Previous Meeting

The minutes of the previous meeting held on 2 March 2011 were approved and signed as a correct record.

147. Declarations of Interests

Cllr Nigel Carter declared a personal interest in relation to Item 150 – Housing PFI as a non-executive member on the Sarsen Board.

148. Chairman's Announcements

Due to time commitments of the attending Cabinet member the Carbon Management Plan item would be considered immediately following the Housing PFI update.

The Chairman also confirmed that upon attending a Carbon Management Carbon event the Council was complimented in many areas for the work it had undertaken including carbon management.

149. **Public Participation and Councillors Questions**

There was no publication participation.

150. **Housing PFI Update**

Cllr Howard Greenman – portfolio holder for Housing and Mike Swabey – Strategic Project Manager were in attendance to present a report on the status of the Housing PFI Project to provide 350 new social rented homes.

Clarification was provided by the portfolio holder that there had been minimal change in progression of the project since the Committees previous update although commercial agreement had been reached between the Council and Silbury Housing Ltd in respect of the housing PFI deal.

However due to additional government approval processes it was likely that further negotiations would be reopened once consideration of central government's derogations response had taken place.

Members of the Committee noted that a new housing bonus, which it was understood would be payable to Councils allowing house builds on Council owned land, was likely to be written into the Localism Bill and questioned whether the project would be able to benefit from such a bonus. The Strategic Project Manager confirmed that this avenue would be further investigated but also provided clarity that the majority of the land in question was privately owned and as such would not be applicable.

Clarity was also provided that following value for money (VfM) assessments the Council had been advised that maintenance and operational insurance costs were considered high for the project. As such further discussions had taken place with Silbury and costs reduced accordingly. Contract management and monitoring costs had also been reduced internally with no effect to the project.

The specification of the properties had been reduced from a Level 4 to Level 3 which was the minimum build requirement for social housing. Although the initial aspirations of the Council was to provide Level 4 specification, Level 3 had been set by the Homes and Communities Agency (HCA) and no further funding would be made available from the HCA for a higher specification.

In line with guidance received centrally projects across the County were expected to achieve in the region of 8-10% cost savings. The HCA had asked that Councils work with bidders to assess the private funder margins to achieve further cost savings where possible.

The set up costs of the project to date equated to £2.4m and there was therefore an incentive to see the project through to fruition. The bidding consortium led by Sarsen Housing had also invested heavily into the project. There was also a significant government grant attached to the build.

Before entering into the contract further information on the VfM element would be considered, via delegated decision, by Corporate Directors. The contract would also be required to pass through an internal VfM process set by Treasury.

The portfolio holder confirmed that the Committees concerns including the reduced specification of the build and costs already associated with the project would be noted.

Following motions received the Committee resolved to:

- 1) Welcome the Cabinet Member's decision to continue with the project; and**
- 2) Request that the officer research the difference in cost between a Level 3 and Level 4 specification and that this and the information on efficiencies would be taken into consideration by the Corporate Directors with delegated powers.**

151. **Carbon Management Plan**

The Committee at its previous meeting considered a report on the Council's carbon reduction commitment and resolved to receive an update on the Carbon Management Plan which would outline the Council's vision for achieving a 'low carbon' future.

Cllr Toby Sturgis - Cabinet member, Ariane Crampton – Head of Climate Change and Catherine Dixon – Senior Climate Change Officer were in attendance to present the update and answer questions arising.

Ensuing discussion included the extent to which contractors were signed up to the reduction of carbon emissions. Clarity was provided that new contracts, at tendering stage, would include specifications to address carbon emissions. The Defra framework was being used and was being embedded in the procurement process. Details would be provided to the Chairman and Vice Chairman by the Head of Climate Change following the meeting.

It was also noted that carbon emissions from schools, including academies, were not controllable by the Council. It was hoped that the league tables published would include a separate category to highlight those schools that were doing well in reducing carbon emissions and that this would, in turn, provide encouragement for other schools.

The Committee also noted that in relation to waste management there were currently two separate landfill sites operating within close proximity to each other in Compton Bassett near Calne. Although acknowledgement was given that these were private companies discussion took place as to whether there was a potential for the Council to promote collaborative working between the two parties to reduce carbon emissions.

The issue of 'green champions' within the workplace was further explored with confirmation provided that publicity to encourage the Council to lead by example had been circulated.

Further clarity was again provided in relation to the Tradable Allowance Scheme discussed at a previous meeting of the Committee. Members were reminded that a new levy had been implemented by the coalition government to replace the Tradable Allowance Scheme.

The Council remained committed to its plans to reduce emissions by 20% by 2013 and 50% by 2020. Although the criteria set by central government currently excluded transport sustainability remained a high priority within the Core Strategy.

A large proportion of the expected reductions would arise through efficient use of Council buildings all of which would be addressed through the Campus and Operational Development Programme.

In relation to aspirations set by the Council, the Cabinet Member confirmed that sign up to the declaration of carbon reduction had only commenced following Unitary in 2009. With this in mind the Council was progressing well.

Members felt the Plan should also include milestones and adequate risk rating.

The Head of Climate Change confirmed that the comments provided would be taken on board and clarified that an electronic document was published on-line which members could assess to monitor progress. Based on information available the Council was progressing well in achieving a 50% reduction by 2020. The energy management system was not currently included within the document as well as other areas yet to be quantified would also contribute towards the Council's ability to reach the desired target.

Members also questioned how the aspirations of the Council would feed into planning decisions. Clarification was provided that the Carbon Management Plan would also appear within Wiltshire Council's Core Strategy although it was noted that the outcome of the Localism Bill was likely to allow more flexibility at a local planning level which could potentially impact on the aspirations of the Council.

The Carbon Management Plan was the first of four Action Plans under the Council's Energy, Change and Opportunity (ECO) Strategy adopted in January 2011. These were:

- Carbon Management Plan
- Climate Change Adaptation Plan
- Low Carbon Transition Plan
- Renewable Energy Plan

The Climate Change Adaptation Plan was currently in draft form but was expected to be published in July 2011. The Low Carbon Transition Plan and Renewable Energy Plan were being worked on over the summer of 2011 with an aim to finalise the Renewable Energy Plan next year. These would be brought to the Committee for consideration and comment once at draft stage and would be fed into the Core Strategy and Local Development Framework as per the Carbon Management Plan.

As central government funding was available to encourage more solar energy use, the Housing Board would be encouraged to consider ways in which this could be accessed. A guidance document on energy efficiency funding was accessible to schools and consideration had been given to which properties within the Council's housing stock could be viable for solar energy.

The ECO Board was expected to meet again in September 2011. A carbon monitoring report would be submitted to the Carbon Management Team in August prior to consideration by the ECO Board. A copy of the report would be circulated to the Committee once available.

Resolved:

- 1) To recommend that the Carbon Management Plan includes suitable milestones and adequate risk rating;**
- 2) That the quarterly monitoring report for the Carbon Management Plan to be circulated to the Committee; and**
- 3) That the three other action plans sitting under the ECO Strategy to be scrutinised.**

152. Preliminary Flood Risk Assessment

Following a longstanding interest by the Committee an update on progress against the Flood Risk Management in Wiltshire was provided. The Committee was asked to consider the update and comment as appropriate.

Cllr Dick Tonge, Cabinet Member and Peter Binley Head of Service Highway Asset Management and Commissioning were in attendance to present the report and answer questions arising.

The Cabinet Member confirmed that flooding issues had been significant in the north of the County a few years ago but that due to collaborative working and cooperation between all relevant parties these had been minimised. The budget for 2011/12 had remained consistent with the previous year to help address further issues and flood awareness events held had been well attended and highlighted the work that residents were able to undertake themselves.

Defra had undertaken surface water modelling to ascertain the drainage of surface water which identified that approximately 20k properties within Wiltshire were of potential risk of flooding although there was a remote change in many instances. This was, in some cases, due to properties being built on flood plains.

Further work was to be undertaken to source information held by the former District Councils to ensure those records were also taken into consideration.

The Committee asked for the definition of a flood risk area under the current regulations. Clarification was provided that under European legislation member states were asked to carry out an assessment where a threshold of 30,000 people affected within a set grid pattern of 9 square kilometres was set. Based on this criteria Wiltshire was not considered a flood risk area and, as such, was not required to produce a flood risk management plan as part of the regulations. However, surface water plans had been carried out in the main towns (including Chippenham and Salisbury) to reduce the potential of future flooding damage.

Issues that were addressed by both Wessex Water and the Council included the adoption of roads on new estates where often inadequate or incorrect drainage existed. The Council also continued regular highways drain clearance with a cleansing cycle to target areas that required more frequent cleansing and, following CCTV surveys undertaken, invoices had been sent where relevant to those responsible for damaged drainage.

It was noted that Councillors could also address flooding concerns through the Operational Flood Working Group where there was expertise at a more local level.

Resolved:

- 1) That the Committee noted the progress made in improving flood risk management in Wiltshire and the effective work of the Operational Flood Working Group chaired by Cllrs Seed and Hewitt; and**
- 2) That the Committee approves the draft Preliminary Flood Risk Assessment provided.**

153. **Scrutiny of Procurement and Commissioning**

Overview and Scrutiny had been reviewing the way in which scrutiny of procurement and commissioning should be undertaken following the release of the Business Plan. The Liaison Board, recognising the authority's new approach to procurement and commissioning, resolved that future scrutiny would be dealt with by way of a dedicated Task Group that would report directly to the Organisation and Resources Select Committee and replace the existing Major Contract Task Groups.

To ensure consistency and to retain the knowledge gained by the individual Major Contracts Task Groups the Committee was asked to appoint a member from its Major Contracts Task Group.

Cllr Peter Doyle was duly nominated and voted in as the Committees representative.

Resolved:

- 1) **To agree to the disbandment of the Environment Select Committee's Major Contracts Task Group;**
- 2) **To approve the new Task Group arrangements to scrutinising procurement and commissioning with a watching brief for the decommissioning of the Council's facilities; and**
- 3) **That Cllr Peter Doyle be appointed the Committees representative on the new Procurement and Commissioning Task Group.**

154. **Project Board Update**

The Committee was asked to note the update provided with the agenda and to that, in relation to the Gypsy & Traveller Project Board, that Cllr Jose Green, the Committees representative, had been invited to attend the next meeting in May with the new Project Managers now in place.

Cllr Ian McLennan also confirmed that the emphasis of the Housing Project Board over the next year would allow for tenants of affordable housing to highlight the areas of required change for them.

155. **Business Plan**

Following the publication and endorsement of the Council's Business Plan the Liaison Board considered the most appropriate approach to scrutiny.

The report provided with the agenda outlined the themes identified by the Chairman, Vice-Chairman and Senior Scrutiny Officer that related to the Committee.

Upon consideration the Committee resolved to:

- 1) Note that Council on 22 February adopted the 4 year Business Plan on recommendation from Cabinet;**
- 2) Note the decision of the Liaison Board on 10 February that work be undertaken to identify relevant content from the Business Plan for the individual select committees;**
- 3) Agree the list of themes set out in the report but acknowledging that further refinement would be once further details emerge; and**
- 4) Recognise the budget implications and the demands on the leading scrutiny members in determining priorities and workload.**

156. Forward Work Programme

The Forward Work Programme was noted with the following additions:

Draft Wiltshire Core Strategy would be added to the Committee's Programme with a note that some area boards had received presentations.

Delegation of Services to include public conveniences would be added to the Programme for consideration of delegation of ownership to town and parish councils.

Carbon Reduction Plan would be added to the Programme for consideration in July 2011

Climate Change Adaptation Plan, Low Carbon Transition Plan and Renewable Energy Plan would also be added to the Programme for future consideration.

157. Urgent Items

There were no urgent items for consideration.

158. Date of next Meeting

To be advised.

(Duration of meeting: 10.30 am - 1.10 pm)

The Officer who has produced these minutes is Sharon Smith, of Democratic Services, direct line (01225) 718378, e-mail sharonl.smith@wiltshire.gov.uk

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Wiltshire Council

Environment Select Committee

21 July 2011

Waste Collection Service Harmonisation Update

Executive Summary

An ambitious project is currently being managed to harmonise and improve the Waste Collection and Recycling services residents receive. This report highlights progress made and some of the key issues and risks.

The report includes a brief update on the project to construct a Mechanical Biological Treatment plant to divert some of Wiltshire's waste away from landfill.

Proposal

That the Committee note this update.

Reason for Proposal

The Committee requested an update on progress in introducing the service changes to Waste Collection and Recycling. Also requested was a brief update on the project to construct a Mechanical Biological Treatment plant.

MARK BODEN

Corporate Director

Department of Neighbourhood and Planning

Waste Collection Service Harmonisation Update

Purpose of Report

1. To:
 - (i) Respond to the request received from the Committee to provide an update on the work taking place to deliver a single Waste Collection and Recycling Service across Wiltshire.
 - (ii) Provide a brief update on progress toward the construction of a Mechanical Biological Treatment (MBT) plant.

Background

2. The One Council bid document 'next steps' contained commitments to harmonise waste collection and recycling arrangements across Wiltshire where currently different materials are collected, at often different intervals, as a legacy of the different approaches taken by the four former District Councils. Potential cost savings were identified, with the commitment that these would be reinvested in the form of service enhancements to provide a consistent service across the whole Council area.
3. Public consultation on a preferred service option was carried out over the summer period, 2010, and results indicated broad based support with 72% of those responding in favour.
4. Work to progress the implementation of the preferred option was authorised by Cabinet on 19 October 2010. The key features of the new service package agreed by Cabinet are:
 - (i) Collection of residual waste becomes fortnightly across all areas (currently still collected weekly in the north and south of the county);
 - (ii) A kerbside collection of plastic bottles and card will be introduced to all areas (currently only the south receives this service);
 - (iii) A non-chargeable opt-in garden waste kerbside collection will be introduced across all areas (currently this service is chargeable in the north, east and south of the county);
 - (iv) Black box collections of dry mixed recyclables will continue as now for all households.

5. Following the announcement of the Comprehensive Spending Review (CSR) in October 2010 the Council was advised that savings required were likely to be front-loaded into 2011-12. Further work was carried out on a range of proposals that would help delay expenditure. Following the detailed settlement, these were considered on 10 January at both Cabinet Capital Assets Committee and a further Cabinet sub-group meeting. This resulted in a revised implementation timetable for rollout of the new service package during the latter half of 2011-12.
6. Table 1 below sets out the proposed new implementation timetable.

Table 1

DATE	ACTIVITY
October 2011	Plastic bottles and card collections commence in the north of the county.
November 2011	Plastic bottles and card collections commence in the east and west of the county.
February 2012	Garden waste collections (opt-in) commence in the north and east of the county. Alternate weekly collections of residual waste commence in the north of the county.
March 2012	Garden waste collections (opt-in) commence in the south of the county. Alternate weekly collections of residual waste commence in the south of the county.

7. A key element in Wiltshire's strategy to reduce the amount of waste sent to landfill has been identified as being fulfilled by the building of a MBT plant which will allow 60,000 tonnes of household waste to be treated, rather than sent for deposit in landfill.
8. The Hills Group received planning permission for the MBT plant to be constructed on the Northacre Trading Estate, Westbury in March 2009. Wiltshire Cabinet approved the signing of the Waste Management (Landfill Diversion) Contract at their meeting on 15 February 2011.
9. The contract was signed in April and gives approval for the construction of the £20 million facility on the Northacre Trading Estate, Westbury. Building works are scheduled to commence in August 2011 and the plant is expected to be fully operational by the late summer of 2013.

Main Considerations for the Committee

10. The service changes and the MBT plant will help drive considerable improvements in the Council's performance on a range of measures.

- (i) Wiltshire's Joint Municipal Waste Management Strategy sets a target for an increase in recycling to 50% of all household waste by 2020. Current performance is 41%. The service changes should allow the 50% target to be achieved by 2014-15. This will place Wiltshire Council in the top quartile for all Unitary and County Waste Disposal Authorities.
 - (ii) The changes will drive significant reductions in volumes of waste being sent to landfill and should place the Council in the top quartile of comparable authorities.
 - (iii) The MBT facility will receive 60,000 tonnes each year of municipal waste from households in the county, and in doing so help the county's taxpayers avoid Landfill Tax, which will cost £80 per tonne by 2014. It will reduce the proportion of Wiltshire's municipal waste sent to landfill to less than 20%, from a current performance of about 37%.
11. The following paragraphs set out current progress and some of the issues being experienced and managed.

Procurement

12. Orders for new vehicles, totalling 14 large (26 tonne) refuse collection vehicles (RCVs) and 7 small (12 tonne) vehicles were placed in March. The smaller vehicles are necessary to service properties where access is limited and smaller, narrow bodied vehicles are required. We have now started to take delivery of the first new vehicles.
13. Contracts were signed in May with our bin supplier for the new services (MGB – a UK company) and the new blue-lidded plastic bottle and cardboard bins will be delivered and deployed to households from September in readiness for October collections. Residents are currently able (and encouraged) to opt-in to the new garden waste collection service via the Council's website and various publications and leaflets (many of which will be distributed at scheduled road show events). This will lead to a further order in October for garden waste bins with rollout commencing in February 2012.

Variations to existing contracts

14. Some current inefficiencies in collection rounds in the north and south of the county will be addressed during July which will result in changes to collection days for some residents. These will be completed in advance of the period that new services are being rolled out. The changes will affect approximately 1,700 properties in the north and 24,000 in the south. These have been discussed and agreed with the Cabinet Member. In the south, Hills will change their black box rounds to ensure their collection days match with those of the Council's rounds, to ensure the service is as straightforward as possible for residents.
15. Hills were invited to submit a price for delivering black box collections in the east (currently this service is delivered in-house in this one area only). Transferring this service would leave the in-house crews with the capacity to take on the new plastic bottles and card collection in that area without the need

for further recruitment. A price which offers the Council value for money has been received and a contract variation order is being progressed.

16. Focsa, who currently provide collection of residual and garden waste in the west, were invited to submit a price for delivering the plastic bottle and card collections in this area from November. The price received again offers value for money to the Council and a contract variation is being progressed.

Planning and Development

17. Officers have been working with Hills to ensure the required treatment capacity and end markets are in place to cope with the anticipated increases in volumes of both plastic bottles and card and garden waste. Each requires both short and long-term solutions with a number of proposals, subject to achieving planning consent from Wiltshire Council as the Waste Planning Authority.
18. In the short term, the key planning application required to support the service changes is for a temporary change of use of a warehouse at Portemarsh Trading Estate, Calne, to deal with the delivery and bulking of plastic bottles and cardboard collected in east, north and west Wiltshire. The planning application has been submitted and consultation has commenced. A decision is expected by September.
19. Also in the short term, implementation of the current planning permission for a composting pad at Parkgate Farm, Purton, will be progressed to provide capacity for the new garden waste collections. The current pad at Lower Compton is used almost to capacity. Hills have completed a tendering exercise for the works and a Council contribution has been agreed in principle.
20. Other more major proposals are being considered to provide longer-term capacity for the increased quantity of recyclable materials. Hills are consulting on a proposal to provide a waste and recycling transfer station at Castledown Business Park, Ludgershall. This is proposed to provide a replacement for existing transfer stations at Thorny Down (east of Salisbury) and Everleigh (between Tidworth and Pewsey), both of which have planning permissions and Environment Agency consents until 2016 only. They do not meet current Environment Agency standards or current best practice for the design of waste management facilities. They have to be replaced by an enclosed building that cannot be provided at either existing site, due to a combination of ground conditions (former landfill and, at Thorny Down, steep slopes) and planning constraints. The proposal would also provide an opportunity to base the south area kerbside collections at Ludgershall. These vehicles currently have to travel from Lower Compton each day. Following a pre-application assessment, other potential sites are also being considered by Hills. Progress will be communicated to the Council at the earliest opportunity.
21. Hills are also consulting on a proposed planning application for further development at their Lower Compton site, east of Calne, which will help deal with the increased volumes of recyclable materials arising from the Council's service changes. The new development would provide long-term capacity to deal with the delivery and bulking of plastic bottles and cardboard collected in east, north and west Wiltshire, for which the Portemarsh proposal (described in

paragraph 18 above) is a temporary solution. The current recycling building would be expanded, to deal with increased tonnages from the black box kerbside collection services expected as alternate weekly collection of non-recycled waste commences in north and south Wiltshire. A permanent, enclosed waste transfer station is also proposed to provide capacity to transfer non recycled waste to both the Lakeside energy from waste plant and the MBT plant at Westbury. Again, Hills intend to submit their planning application by the end of July. Members can find further details of these proposals and planning applications on Hills website at <http://www.hills-group.co.uk/consult/planning.html>

Communications

22. Multiple channels are being used to both inform and promote the new services to as many residents as possible. These include the Council's website, local newspapers, local radio, area boards, road shows and leaflets to be mailed direct to households.
23. The approach is graduated with general awareness raising first and becoming more specific and detailed as we move closer to service commencement dates. For example, 'Coming Soon' leaflets were delivered to residents early in July. These included details of how to opt-in to the new non-charged garden waste service. This will be followed approximately two weeks before new collections commence by instructional letters that will contain collection calendars that are specific to each household.
24. The service has been in discussion with the Customer Services Unit, who have agreed to field additional staff over the period of the phased roll-out of new services, when increased volumes of telephone calls are anticipated.

Budget

25. Cabinet approved forecast revenue budget increases and capital budget for the service changes in October 2010. Officers carried out a review of revenue and capital costs during December and January, taking account of information arising from tender prices for vehicles and bins and cost estimates from contractors. The review concluded that budget provision was likely to be adequate, but that this was particularly dependent upon the degree to which the service changes resulted in a reduction in landfilled tonnage. Subsequently, the capital budget was confirmed by the Cabinet Capital Assets Committee in January 2011, with a slight re-scheduling to reflect an updated forecast of the spending timetable. The revised revenue and capital budgets were approved by full Council in February 2011.
26. A further review is now underway to take account of updated cost information. The main pressure is likely to be the increase in externally determined costs, such as fuel and general inflation, which will affect all waste collections. Also, more work is being done on forecasts of landfill tonnage following the changes, to further assess the risk associated with this factor. Regular cost updates are being produced and at present the service changes are within budget.

Policies

27. The report to Cabinet in October 2010 explicitly recognised that special arrangements would need to be developed for residents in flats and other types of dwelling with limited access and space, such as terraced housing without gardens, where traditional bins cannot be readily accommodated. Although the report contained guidance on exceptions, and highlighted the alternatives available, it did not contain any detail of how this could be implemented. This has now been progressed by project staff and a Cabinet Member Decision has been made in accordance with the Council's constitutional procedures, which sets out a detailed process for staff to follow which will ensure that:
- The Council continues to comply fully with the requirements of the Household Waste Recycling Act 2003;
 - Residents in these types of dwelling receive a broadly equivalent suite of services to those in other types of housing;
 - Health and Safety considerations are fully observed.
28. Discussions with the Housing Associations have taken place and all such accommodation has been identified and listed for assessment where necessary. It is, however, recognised that a small number of dwellings with limited access and space, for example small flats located above shops, will be difficult to identify early in the process. To help the Council identify and reach these, a request for such residents to make contact with the Council, if they have not been contacted prior to the start of the rollout of service changes, will be included within promotional communications.
29. Due to the need for Waste Technical Officers to visit all such premises (in conjunction with an officer from Hills to ensure black box arrangements are also agreed) service changes to residents in flats may not proceed at the same pace as the main rollout. With the available resources this is unavoidable. It is expected that completion will take place within three, and certainly no more than six, months of the rollout to other households not requiring visits and special arrangements.
30. Some clarification of policies was also required in respect of both the new garden bins and residual waste bins in order that all areas of Wiltshire receive the same service in future. This was also included within the recent Cabinet Member Decision.
31. The new opt-in garden waste service allows households to purchase additional capacity at an initial annual charge of approximately £30 (the first provided bin being at no additional charge). The former District Councils each had different policies, which resulted in some households being able to purchase more than one additional bin, whilst in the west the former Council provided a non-charged service but allowed no additional bins. The proposal going forward is that residents be permitted to purchase one additional bin only. This will help contain the cost to the Council (which has to pay for additional composting

capacity) whilst allowing for the promotion of more environmentally sustainable alternatives such as home composters.

32. The issue of how to deal with households already in receipt of more than two garden bins (less than 50 properties in total) is addressed in the Cabinet Member Decision.
33. The October 2010 Cabinet report also contained broad policy advice on residual waste bin capacity where households request more than the standard sized single bin. This stopped short of defining the nature of 'additional capacity' or the process by which households would be able to request it.
34. The Cabinet Member Decision deals with this. Key points are:
 - The standard residual waste bin capacity of 180 litres will, upon request, be increased, subject to satisfaction of certain criteria, to 240 litres;
 - Where households can satisfy more stringent criteria the 180 litre bin may be swapped for a 360 litre bin (this will normally require a visit from a Waste Technical Officer);
 - Any authorised increase in capacity will be subject to regular review to ensure the circumstances warranting the increase remain in place;
 - Households with additional bins in excess of the agreed limits, due to former District Council policies, will be gradually moved to the new standard capacity, in line with the protocol, giving them some time to adjust.

Environmental Impact of the Proposal

35. The impacts of the service changes on the environment are described in detail in the report to Cabinet in October 2010. In brief, they are essentially twofold.
 - (i) Recycling has a lesser environmental impact than use of waste for energy recovery, or disposal in landfill. The project will provide the means for increasing the Council's average recycling rate from 40% currently, to around 50%.
 - (ii) Whilst vehicle miles to collect the increased volumes of plastic bottles and card and garden waste will increase, this is likely to be offset by a reduction in mileage travelled by residents to local bring sites and Household Recycling Centres. Moreover, the reduced volumes of residual waste being deposited in landfill will decrease the production of harmful greenhouse gasses.
36. The environmental impacts of the MBT have formerly been fully identified in reports to the Council's Cabinet. In brief, MBT with energy recovery was identified as a best practicable environmental option in the adopted Regional Waste Strategy and as one of the appropriate secondary recovery methods in the Wiltshire Joint Municipal Waste Management Strategy. It is estimated that

the Hills' Northacre facility will save significant Council lorry miles each year as waste from the west of Wiltshire will no longer need to be transported to Hills' landfill site at Lower Compton. By reducing the miles that these refuse collection vehicles travel, the facility has the potential to make a reduction in Wiltshire's carbon footprint. Initially, the refuse derived fuel (RDF) produced will be transported by road to port and then shipped to Germany for use in energy from waste plants, but it is anticipated that the production of RDF will encourage the creation of a more local market.

Equality and Diversity Impact of the Proposal

37. No specific impacts have been identified.

Risk Assessment

38. Any change to waste collection carries the risk of disruption and some adverse reaction from the public. A carefully planned rollout accompanied by a comprehensive communications campaign reduces, but cannot eliminate, this risk.

39. The delivery of new waste treatment and management facilities depend on successful planning applications for such developments. Hills are approaching this very robustly and they have much relevant experience to draw upon. Nevertheless, in the short term, delivery of the plastic bottle and card services in October and November is dependent upon the planning authority resolving to grant planning permission for temporary change of use of the warehouse at Portemarsh Trading Estate, Calne.

Financial Implications

40. There are no specific implications arising from this report.

Legal Implications

41. No specific additions to the implications outlined in the October 2010 report to Cabinet have been identified. Legal and procurement advice is being sought and obtained as necessary to vary existing contracts with suppliers.

MARK BODEN

Corporate Director
Department of Neighbourhood and Planning

Report Author:

John Geary

Head of Waste Management Transformation

The following unpublished documents have been relied on in the preparation of this Report:

None

Appendices:

None

Wiltshire Council

Environment Select Committee

21st July 2011

Service Delegation

Executive summary

The Committee have requested an update on progress and lessons learnt so far with the delegation of services.

Proposal

That the committee:

- a) Notes the contents of the report.

Reason for proposal

The report is for information.

Author:

MARK SMITH
Service Director
Neighbourhood Service

Service Delegation

Purpose of report

1. The Committee requested an update on the delegation of services to Parish and Town Councils.

Background

2. The cabinet paper dated 24 May 2010: Delegation of Services to Town and Parish Councils, requested that Neighbourhood Service concentrate their effort on the delegation of allotments, public open space and public conveniences working with in particular Bradford on Avon, Calne, Chippenham, Collingbourne Ducis, Corsham and Trowbridge.

Main considerations for the committee

3. The Neighbourhood Service has since successfully delegated the following services to the Parish and Town Councils at :

Tisbury and Mere	Public Conveniences
Pewsey, Mere, Tisbury, Wilton, Box and Cricklade	Car Parks
Melksham Without	Playing Fields
Calne	Community Parkland

4. Neighbourhood Service continues to develop the overall process and is learning from the experience of internal and external partners. This experience is being incorporated into the development of the process.
5. To date a range of standard documents have been developed for each service type:

Standard leases
Highway Licenses
Funding calculators
Health & Safety questionnaire
Application and checklist forms

6. Neighbourhood Services are presently processing ten applications from Parish and Town Councils including the following:

Small/single service requests:	
Salisbury, Chippenham	Public Conveniences
Durrington, Calne	
Chippenham and Redlynch	Grounds Maintenance
Southwick	Allotments
Collingbourne Ducis	Play areas

Large scale/multi service requests:
Chippenham Grounds Maintenance of Monkton park including the transfer of the park as an asset.

Salisbury

Cleansing operations and will include TUPE of staff and transfer of equipment.

7. The main lessons learnt are:
8. Unavoidable statutory legislation obligations including TUPE, Health and Safety, Chapter 8 Highways Signage, leases and licenses, control of litter regulations etc.
9. The requirement for detailed Service Level Agreements where this Council remains liable for the service has led to some councils believing that Wiltshire Council are seeking to prevent them from undertaking the service.
10. The smaller councils face significant issues with the cost of complying with the statutory obligations and for delivering small scale services for the same rate that Wiltshire Council's economies of scale can achieve.
11. The town councils are more likely to be successful with applications as they are better able to accommodate the statutory obligations and the economies of scale will have less impact.
12. Asset transfer and Service Delegation have significant impacts on each other and therefore processes have been aligned
13. Parish and Town Councils are reluctant to apply until service delegation has a clear track record of delivering advantages to their communities.

Environmental impact of the proposal

14. No impact at present.

Equality and diversity impact of the proposal

15. No impact at present

Risk assessment

16. This report does not increase or decrease risk to the Council.

Financial implications

17. There are no financial implications arising from this report.

Legal implications

18. There are no legal implications arising from this report

Options considered

19. There are no options for consideration.

Conclusion

20. Neighbourhood Services continues to work with internal and external partners to develop the process to deliver service delegation.

Background papers

None

Appendices

None

Environment Select Committee
Rolling Work Plan from July 2011

SUBJECTS	COMMITTEE/ TASK GROUP	NEXT DATE TO O & S COMMITTEE	SPECIFIC ISSUES FOR DISCUSSION	REPORT AUTHOR	CABINET MEMBER/ PORTFOLIO HOLDER
Procurement & Commissioning (Standing)	Task Group	Ongoing	To provide an update following agreement by all select committees on the formation of a single Task Group that reports directly to the Organisation & Resources Select Committee.	Variable	Cllr John Noeken
Housing Commissioning Board	Committee	Ongoing	To receive an update on the work of the Board where available.	Cllr Ian McLennan	Cllr John Thomson
Gypsy & Traveller Project Board	Committee	Ongoing	To receive an update on the work of the Board where available	Cllr Jose Green	Cllr Toby Sturgis
Highways and Amenities Consultancy and Works Contracts'	Committee	September 2011	To receive details of the proposed Highways and Amenities consultancy and works contracts	Peter Binley	Cllr Dick Tonge

SUBJECTS	COMMITTEE/ TASK GROUP	NEXT DATE TO O & S COMMITTEE	SPECIFIC ISSUES FOR DISCUSSION	REPORT AUTHOR	CABINET MEMBER/ PORTFOLIO HOLDER
Real Time Passenger Information (RTPI)	Committee	March 2012	To receive an update report on the GPRS system in 18 months to provide clarity on the effectiveness of the new system (as agreed at the September 2010 Select Committee)	Liz Douglas	Cllr Dick Tonge
Community Infrastructure Levy	Committee	March 2012?	To monitor implementation of the CIL	Georgina Clampitt-Dix	Cllr Toby Sturgis
Climate Change Adaptation Plan	Committee	tbc	To receive details once available.	Ariane Crampton	Cllr Toby Sturgis
Low Carbon Transition Plan	Committee	tbc	To receive details once available.	Ariane Crampton	Cllr Toby Sturgis
Renewable Energy Plan	Committee	tbc	To receive details once available.	Ariane Crampton	Cllr Toby Sturgis
Leisure Centres	Committee	tbc	To monitor.	Ceri Williams	Cllr Stuart Wheeler
Draft Wiltshire Core Strategy	Committee	tbc	To receive details of the draft Strategy.	Alistair Cunningham	Cllr Fleur de Rhe-Philippe

Draft Cabinet Forward Work Plan
July 2011 – October 2011

Items that may be of interest to the
Environment Select Committee

SUBJECTS	DATE TO CABINET	SPECIFIC ISSUES FOR DISCUSSION	RESPONSIBLE CABINET MEMBER	OFFICER CONTACT
Update on Performance	14 June 13 September 2011	To inform Cabinet about progress against the Council's priorities, including those in the Local Agreement for Wiltshire	Cllr Fleur de Rhe-Philippe	Sharon Britton
Budget Monitoring	26 July 13 September 18 October 2011	To receive a regular update on the revenue budget.	Cllr Fleur de Rhe-Philippe	Michael Hudson
Street Lighting Contract	26 July 2011	To consider the options in connection with current street lighting contract.	Cllr Dick Tonge	Peter Binley
Part II Item: Transformation of the Passenger Assistant Service	26 July 2011	To establish an appropriate way forward in delivering Passenger Assistant services on behalf of DCE and DCS customers that is fit for purpose over the next 5 years.	Cllr Dick Tonge	Jason Salter
Air Quality Strategy for Wiltshire	13 September 2011	To adopt the Air Quality Strategy for Wiltshire	Cllr Keith Humphries	Gary Tomsett
Aggregate Minerals Site Allocations DPD: Proposals for Draft DPD	13 September 2011	To seek approval to consult on a draft DPD in September 2011 and, where necessary, notify central government of the need for a reduced sand and gravel provision rate.	Cllr Fleur de Rhe-Philippe	Alistair Cunningham

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