

1 REFERENCE FROM THE WEST AREA COMMITTEE – 8 JANUARY 2008**1.1 REMOVAL OF NON-OFFENSIVE GRAFFITI FROM CHILDREN'S PLAY EQUIPMENT**

- 1.2 At its meeting on 8 January 2008 the West Area Committee expressed concern that, under current Council policy, graffiti was removed from street furniture on a monthly basis whereas it appears that non-offensive graffiti could take up to 3 years to be removed from children's play equipment. It was agreed that there would be merit in a review of Council policy.
- 1.3 The Executive Board is asked to review Council policy with respect to the removal of non-offensive graffiti from children's play equipment (or request the Review Committee to undertake such a review) and to report back to the West Area Committee. (HES)

2 REPORT OF THE AUDIT COMMITTEE – 10 JANUARY 2008**2.1 MEMBER CHAMPION FOR RISK**

- 2.2 This item of business was referred by the Audit Committee on 10 January 2008 to the Executive Board with a recommendation on the appointment of a Member Champion for Risk.
- 2.3 In considering the Council's Risk Management Framework and Corporate Risk Register the Committee agreed that there would be merit in the nomination of a Member Risk Champion to assist implementation of the Risk Management Framework. It was recognised that the Framework would need to be amended to reflect this.
- 2.4 It is proposed that the Executive Board **RESOLVES** that a Member Champion for Risk be appointed at Annual Council. (HFAPM)

3 REPORT OF THE CONTRACTS SUB-COMMITTEE – 15 JANUARY 2008**3.1 BRING BANKS SERVICE**

- 3.2 This item of business was referred by the Contracts Sub-Committee on 15 January 2008 to the Executive Board with recommendations relating to the provision of bring banks. An extract of the key elements of the report of the Head of Environmental Services to the Sub-Committee is attached at Appendix 1.
- 3.3 The Sub-Committee noted that:-
- With respect to the appendix to the officer's report, the Travellers Joy Public House recycling bank site did have one textile bring bank.

- It was difficult in general to determine whether any of the material deposited at bring banks was commercial waste.
- Under the new contract, officers would continue to monitor bring bank collections. Given the increase in materials to be collected kerbside from 1 April 2008, however, it was important to encourage residents to use the kerbside service by educating them as to its convenience.
- There would be no withdrawal of the bring bank facilities until such time as all residents were on the new kerbside recycling service. Monitoring of the bring bank and kerbside recycling tonnages would continue after introduction of the new kerbside service to establish whether there were any appreciable decreases in deposited materials at the bring banks.
- Officers would continue to monitor all recycling tonnages on a monthly basis, as was currently the practice.

3.4 It is proposed that the Executive Board **RESOLVES**

- (1) That the current bring bank contracts for all materials other than plastics be extended for one year from April 2008.
- (2) That the facilities for plastics recycling be limited to a maximum of one bring bank for each site, collected once a week, as soon as the new kerbside collection arrangements are in place.
- (3) That the need for the bring banks for all materials be regularly reviewed.
(HES)

3.5 **ADDITIONAL BIN CRITERIA**

- 3.6 This item of business was referred by the Contracts Sub-Committee on 15 January 2008 to the Executive Board with recommendations relating to the use of specific criteria as the basis for a fair, transparent and consistent assessment of a household's request for additional bins. An extract of the key elements of the report of the Head of Environmental Services is attached at Appendix 2.
- 3.7 During discussion of the disadvantages of providing residents with additional bins for green waste, it was emphasised that Defra would in future expect Local Authorities to encourage residents to compost garden waste, rather than providing a garden waste collection service. Defra's policy on garden waste was developing in line with 'the three R's' – reduce, re-use and recycle; and would specifically be seeking to reduce CO₂ emissions. The Council would also face severe financial penalties if it did not meet the required reductions in municipal waste arisings. The Sub-Committee agreed that it would therefore be imprudent to issue residents with additional green bins for kitchen/garden waste, unless they were prepared to pay the total cost of any additional bin.

- 3.8 It was noted that recycling officers would visit any residents communicating such an issue to the Council to conduct a survey in order to try and establish an alternative location for bins, other than outside the front of the property. It was recognised that it would be important to address this issue for properties located within a Conservation Area. It was also emphasised that flatted properties would, where appropriate, have communal recycling bins.
- 3.9 Officers advised that, under the new kerbside recycling service, residents should only put items such as cling film, crisp packets, disposable nappies, batteries, light bulbs and dog faeces in the residual bins.
- 3.10 With regard to the question of whether or not to supply residents with additional residual waste bins, it was observed that the demand for second bins was minimal. There was general consensus that such small demand did not warrant the costs of monitoring the contents of bins in order to establish whether any requests for additional bins should be granted. It was felt that the Council should provide additional residual waste or green recycling bins to those residents requesting them, provided the residents were prepared to pay the full costs of providing and servicing any additional bins. It was, however, emphasised that, under the new contract, each household would have greater bin capacity, and it was likely that demand for additional residual bins would be even lower than was presently the case.
- 3.11 The Sub-Committee agreed that families with children in nappies, or with family members requiring incontinence pads, should be provided with additional residual waste bins free of charge. It was considered that the first bullet point detailed at paragraph 3.1 of the officer's report was sufficient criteria to determine such provision and that residents should have the right of appeal to the Council's Appeals Committee.
- 3.12 It was noted that it would cost approximately £70,000 to install microchips in the bin lids of the 2 new bins to be provided to each household within the District. Members concurred, however, that there was no economic justification for chipping the bins at this time.
- 3.13 It is proposed that the Executive Board **RESOLVES**
- (1) That the criteria detailed below be used as the basis for assessing requests for a second wheeled bin for residual waste to be provided free of charge and that householders would have the right of appeal to the Appeals Committee in the event of their request being refused:-
 - Households must have 6 or more residents (discretion for children in nappies or specific medical needs).
 - (2) That additional residual waste bins should be provided to residents upon request, providing that the residents pay the total purchase and service costs of the additional bins.

- (3) That any requests for an additional bin, for the purposes of disposing of kitchen or garden waste, will be refused, unless the householders are prepared to cover the total purchase and service costs of the additional bin.
- (4) That there shall be no maximum on the number of bins provided for dry recycling materials, provided that the need for such facilities can be established. (HES)

3.14 COMMUNICATION STRATEGY

- 3.15 This item of business was referred by the Contracts Sub-Committee on 15 January 2008 to the Executive Board with recommendations relating to a communication strategy for the new waste management service developed following on exempt presentation from the Council's consultants.
- 3.16 Detail on the Sub-Committee's conclusions is set out in the exempt appendix to this report. Any discussion on this item will need to be following exclusion of the public and press.

APPENDIX 1**BRING BANKS SERVICE****1 SUMMARY**

- 1.1 This report provides Members with information about the current arrangements for the provision of bring banks throughout the District and considers proposals for the new financial year.

2 PREVIOUS DECISIONS

- 2.1 The Contracts Sub-Committee agreed at its meeting on 18 June 2007 that the bring bank service should be included in the waste management services contract, but with the price for that element of the contract separately identified in the tenders.
- 2.2 However, once the tenders were received, the Sub-Committee accepted that the prices received for the service were considerably higher than the current contracts and that officers should seek other arrangements for this service.

3 BACKGROUND

- 3.1 The bring bank service has expanded over the years, providing a greater range of outlets for materials to be deposited to encourage recycling and to help increase the amount of recyclable material diverted from landfill.
- 3.2 The service is currently provided by the following companies:-

Paper	Aylesford Newsprint
Plastic Bottles	Green Recycling
Cans and Tins	Green Recycling
Clothing	Laurence M. Barry /The Salvation Army
Glass Bottles	Waste Recycling Group
Cartons	Tetra Pak

- 3.3 Across the District there are 32 locations where bring banks are located, with a total of 135 individual banks. Full details of these facilities are shown in the appendix.
- 3.4 The various bring bank contracts all expire at the end of March 2008 and it is planned to negotiate these contracts for a further year. In doing so, there will clearly be a need for some flexibility, as it will be logical to reduce the current

level of provision as residents choose to use the new, more comprehensive kerbside collection arrangements.

- 3.5 One obvious contender for an early decision would be the provision of facilities for plastics, as these are proportionately more costly. The current price for servicing the plastics collection banks is subsidised by the Waste and Resources Action Programme (WRAP). This supplementary funding will not be available in the next financial year.
- 3.6 Many bring bank sites have two banks for plastic and those with single banks are emptied twice a week. It is proposed to reduce this service to one bank collected once a week as soon as the new kerbside service is rolled out. The need for the remaining facilities, including those for other materials, will be regularly reviewed. Members' views are sought regarding these proposals.

4 FINANCIAL IMPLICATIONS

- 4.1 The 2008/09 bring banks budget stands at £39,300, of which £28,366 is required for plastics recycling. The proposals contained within this report will result in initial savings of £9,537 over a full financial year, which can be used to support other aspects of the service.

APPENDIX

Recycling Bank Sites 2007-08

Site	Road	Town	Paper	Glass	Textile	Cans	Plastic	Cartons
Golden Cross Parade	Ashingdon Rd	Ashingdon	3	4	2	2		
Ashingdon Community Centre	Ashingdon Rd	Ashingdon	2	3	1	2	2	
The Shepherd & Dog PH	Gore Rd	Canewdon		1				
Ballards Gore Golf Club	Apton Hall Rd	Ballards Gore		2				
The Royal Oak PH	Stambridge Rd	Great Stambridge	1					
Canewdon Village Hall	Lambourne Hall Rd	Canewdon	1	3	1	1		
Foulness Island Village Hall	Church End	Foulness Island	1	1	1			
The White Hart PH	High Street	Great Wakering		1				
Great Wakering Sports Centre	High Street	Great Wakering	2	3	1		2	1
Clements Hall Leisure Centre	Clements Hall Way	Hawkwell	1	3	1	2		
White Hart PH	White Hart Lane	Hawkwell		1				
Betts Farm Community Centre	Westminster Dr	Hockley	1	2	1			
Hockley Wood Car Park	Main Road	Hockley	1		1			
The Bull Inn PH	High Road	Hockley		2				
Bullwood Hall Prison	Bullwood Hall Lane	Hockley			1			
Southend Road Car Park	Southend Rd	Hockley	2	5	2	2	2	
Royal British Legion	White Hart Lane	Hockley		1				
Pooles Lane Car Park	Pooles Lane	Hullbridge	2	4	1	2	2	1
The Castle Inn PH	Little Wakering Rd	Little Wakering		1				
St Peters Mission Hall	Paglesham Rd	Paglesham	1					
Rawreth Playing Fields	Rawreth Lane	Rawreth	1	3	1	2	1	
Fairview Playing Field	Victoria Rd	Rayleigh	1	4			2	2
Websters Way Car Park	Websters Way	Rayleigh	1	4	1	1	1	1
Mill Hall	Bellingham Lane	Rayleigh		1				
Rayleigh Town Sports and Social Club		Rayleigh		1				
The Travellers Joy PH	London Road	Rayleigh	1	1				
The White Horse PH	North Street	Rochford	1					
The Freight House	Bradley Way	Rochford		1	1			
Romney House APS	Oast Way	Rochford	1					
Back Lane Car Park	Back Lane	Rochford	1	4	2	1	1	1
Rocheway Education Centre	Rocheway	Rochford	1					
Club Diner (B52)	Eastern Boundary Rd	Southend Airport		1				
Totals			26	57	18	15	13	6

Total number of Sites	32
Total Number of banks	135

Last updated 20-12-07

APPENDIX 2**ADDITIONAL BIN CRITERIA****1 SUMMARY**

- 1.1 The purpose of this report is to seek Members' approval to specific criteria being used as the basis for a fair, transparent and consistent assessment of a household's request for additional bins.

2 BACKGROUND

- 2.1 Members will be aware that over many years various policies have been in place as to whether or not a resident could receive a second bin. A brief history is provided below for ease of reference:-
- 26.11.98 - the Compulsory Competitive Tendering Panel recommended that the existing policy of making available additional refuse bins be discontinued and that each household be limited to one bin only. (Minute 59/98).
 - 18.2.02 - the Environment Overview & Scrutiny Committee recommended that residents be granted the right to have 2 wheelie bins (either 120 litres or 240 litres) provided that they pay the purchase price and collection costs (set at £200 for 3 years). Ratified by the Environmental Services Committee on 5.9.02. (Minute 398/02)
 - 20.4.04 – the Environment Overview and Scrutiny Committee recommendations to Council included the removal of the policy whereby a resident could purchase a second grey bin on a three-year contract. Those residents currently with a second bin would have their collection honoured until either their three-year contract finished or for those households that already had a second bin, until that one needed replacing. (Minute 194/04)
 - 27.4.04 – Council ratified the recommendations from the Environment Overview & Scrutiny Committee of 20.4.04, subject to the following amendment: residents should be able to request the Authority for an additional grey bin and that in the event of such requests being refused by officers, residents should have the right to have their request considered by the Appeals & Licensing Committee. (210/04)
 - 27.4.06 – the Waste Management & Recycling Sub-Committee recommended to discontinue collections of second wheeled bins from those households that do not meet the criteria set out in the report from September 2006, but to honour the collection for those who purchased the three year collection period. (Minute 34/06)

- 06.6.06 – the Environmental Services Committee resolved that no changes be made with respect to collections of second wheeled bins and that the Waste Management and Recycling Sub-Committee consider the issue of introducing a charge for second wheeled bin collections. (Minute 181/06)
- 13.3.07 – The Environmental Services Committee resolved that no changes be made to current arrangements for dealing with requests for a second wheeled bin until the waste management procurement process has been concluded. (Minute 71/07).

2.2 Therefore the current policy, whilst not automatically entitling residents to receive a second wheeled bin, does allow them to make a request for the extra bin. The criteria below have been used by officers to assess any requests for a second wheeled bin that have been submitted and this report seeks to formalise these criteria as the accepted means of assessment so that all requests are dealt with on a fair and consistent basis.

3 ASSESSMENT CRITERIA

3.1 The above mentioned criteria which were discussed at the Waste Management & Recycling Sub-Committee on 27 April 2006 and then were part of the report that went to the Environmental Services Committee on 6 June 2006 are detailed below:-

- Households must have 6 or more residents (discretion for children in nappies or specific medical needs).
- Must already be recycling (kerbside and bring banks).
- Pre assessment form sent.
- Following evaluation and if the criteria are met, a site visit arranged and waste audit carried out (all materials from the residual bin are sifted to ensure any recyclables are removed. Residual waste then returned to bin and if capacity insufficient, resident qualifies for an additional 140 litre bin).
- Periodical monitoring takes place to ensure criteria continue to be met.
- If application unsuccessful at any stage, householders can appeal.

3.2 It should be noted that these criteria would be applied in respect of the residual bin only.

4 RECYCLING TARGETS AND WASTE MINIMISATION

4.1 As Members are aware, this Council, along with all other Councils, has increasing Government-set targets to meet in relation to the percentage of household waste that is recycled or composted. Additionally, there are EU targets set under the Landfill Directive that require that an increasing proportion of biodegradable municipal waste be diverted from landfill over the next 15 years.

- By 2010 to reduce the biodegradable municipal waste disposed to landfill to **75%** of that produced in 1995;
 - By 2013 to reduce the biodegradable municipal waste disposed to landfill to **50%** of that produced in 1995;
 - By 2020 to reduce the biodegradable municipal waste disposed to landfill to **35%** of that produced in 1995.
- 4.2 Whilst the Council's performance in this area has been increasing each year, it falls short of current and future targets and therefore we need to maximise the recycling potential within its overall waste management service.
- 4.3 Waste minimisation is also a very important factor that can have a significant impact on the Council's performance. Implementing the above criteria prioritises recycling activity amongst residents and also avoids providing residents with "over generous" receptacle capacity which would encourage increased quantities of waste to be presented for collection and disposal.
- 4.4 On this basis it is not proposed to provide any additional bins solely for the purposes of garden waste. There is no intention to place a maximum on the number of bins provided for dry recycling materials, as long as the need for this facility can be established.
- 4.5 It is also proposed that, if Members were to agree with the criteria detailed in section 3.1 of this report being used for the second bin requests, then the option for an appeal to the Appeals Committee would seem unnecessary, as a firm policy would be in place for officers to follow and on which decisions would be made.

5 ENVIRONMENTAL IMPLICATIONS

- 5.1 An effective process for assessing any second wheeled bin requests will assist the Council in maximising its recycling performance, reducing the amount of biodegradable municipal waste collected and contribute to the overall efficiency of the waste management service.

6 RESOURCE IMPLICATIONS

- 6.1 When providing a second wheeled bin, there is not only the cost of the bin itself but also an additional collection cost per year incurred by the Council.