



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW BOARD

TUESDAY, 3RD FEBRUARY 2009 AT 6.00 P.M.

COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors P. M. McDonald (Chairman), L. J. Turner (Vice-Chairman), A. N. Blagg, Mrs. M. Bunker, Miss D. H. Campbell JP, S. R. Colella and Dr. G. H. Lord

AGENDA

1. To receive apologies for absence
2. Declarations of Interest and whipping arrangements
3. To receive the minutes of the joint meeting of the Overview Board and Scrutiny Board held on 6th January 2009 (Pages 1 - 2)
4. To confirm the accuracy of the minutes of the meeting of the Overview Board held on 6th January 2009 (Pages 3 - 6)
5. Anti-Social Behaviour and Alcohol Free Zones Report (Task Group Chairman: Councillor C. B. Taylor) (Pages 7 - 42)
6. CCTV (Pages 43 - 62)
 - (a) CCTV Code of Practice
 - (b) Verbal update from Executive Director – Services regarding funding
7. Draft Joint Municipal Waste Management Strategy (Pages 63 - 314)
8. Air Quality Review (Pages 315 - 332)

9. Implications relating to the recommendations contained within the Joint Countywide Scrutiny Report on Flooding (Pages 333 - 364)
10. Overview Recommendation Tracker (Pages 365 - 368)
11. Possible items for further investigation (Pages 369 - 386)
 - (a) Older People (Councillor Mrs. M. Bunker)
 - (b) Sponsorship Funding (Councillor P. M. McDonald)
 - (c) Takeaways (Councillor P. M. McDonald)
12. Forward Plan of Key Decisions (Pages 387 - 436)
 - (a) Forward Plan – February to May 2009
 - (b) Supplementary list of Forward Plan items – 2009/10
13. Work Programme (Pages 437 - 440)
14. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman considers to be of so urgent a nature it cannot wait until the next meeting

K DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

23rd January 2009

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE JOINT OVERVIEW BOARD AND SCRUTINY BOARD

TUESDAY, 6TH JANUARY 2009 AT 6.00 P.M.

PRESENT: Councillors P. M. McDonald (Chairman), D. L. Pardoe (Vice-Chairman), A. N. Blagg, Mrs. J. M. Boswell, Miss D. H. Campbell JP (during part of minute no. 9/08), S. R. Colella, R. J. Deeming, S. P. Shannon, C. B. Taylor, C. J. Tidmarsh and L. J. Turner

Invitees: Councillor G. N. Denaro

Officers: Mr. T. Beirne, Mr. H. Bennett, Mr. M. Bell, Mrs. C. Felton, Mrs. S. Sellers and Ms. D. McCarthy

6/08 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. M. Bunker and Dr. G. H. Lord.

7/08 DECLARATIONS OF INTEREST

No declarations of interest or whipping arrangements were made.

8/08 MINUTES

The minutes of the joint meeting of the Overview Board and Scrutiny Board held on 2nd December 2008 were submitted.

With regard to the new bid for Consultants relating examination in public (EIP) for 2009/10 (discussed at the previous meeting), the Chairman asked for the reasons why the Council were considering using consultants with a high daily fee of approximately £1000. The Head of Financial Services explained that the Council had no choice as the relevant regulations stipulated "the standard daily amount prescribed under section 303A(5) of the Town and County Planning Act 1990 is...in relation to examinations opening on or after 31st March 2008, £993". It was reported that guidance received stated such examinations would take between 80 and 120 days and therefore officers had estimated it would take 100 days. (Copies of the Planning and Compulsory Purchase Act 2004 extracts were made available if required.)

RESOLVED that the minutes be approved as a correct record.

9/08

MEDIUM TERM FINANCIAL PLAN FOR 2009/10-2011/12

The Head of Financial Services, Ms. J. Pickering, provided Members with an update on the current position of the Medium Term Financial Plan (revenue and capital budgets) for 2009/10 to 2011/12, including the proposed pressures and savings.

It was stated that in relation to section 7 of the report "Fees and Charges", the wording in paragraph 7.1 would be amended to reflect how VAT savings would be passed on to the customer in terms of car parking charges. It was also clarified that only those bids prioritised as "high" would receive funding if approved.

A number of questions were raised, particularly regarding the new bids listed in Appendix A including the Customer Service Centre (CSC) staffing issue, Climate Change Strategy, Project Support, Community Transport, Improvement Manager and Civil Parking Enforcement.

In relation to the new bid for Community Transport, it was clarified that there was a detailed business case and that the wording in Appendix A would therefore be updated.

Questions were also raised in relation to the replacement of CCTV equipment listed under Appendix D. With regards to funding, it was clarified that the District Council covered all costs, however, a formal letter had been sent to West Mercia Police requesting financial assistance.

The Chairman informed the Board that he understood that the Leader would propose to the Cabinet that the two additional Local Neighbourhood Partnerships (Hagley and Charford) receive the full amount of funding for 2009/10 of £5000 per Councillor instead of a total of £4000 for the area, as stated in the current draft budget.

RESOLVED that the report on the Medium Term Financial Plan be noted.

The meeting closed at 6.35 p.m.

Chairman

Agenda Item 4

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW BOARD

TUESDAY, 6TH JANUARY 2009 AT 6.35 P.M.

PRESENT: Councillors P. M. McDonald (Chairman), L. J. Turner (Vice-Chairman),
A. N. Blagg, Miss D. H. Campbell JP and S. R. Colella

Invitees: Councillor C. B. Taylor

Observers: Councillor D. L. Pardoe

Officers: Mr. T. Beirne, Mrs. C. Felton, Mr. D. Hammond, Mr. R. Goundry,
Mrs. S. Sellers and Ms. D. McCarthy

10/08 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. M. Bunker and
Dr. G. H. Lord.

11/08 DECLARATIONS OF INTEREST

No declarations of interest or whipping arrangements were received.

12/08 MINUTES

The minutes of the meeting of the Overview Board held on 4th November
2008 were submitted.

RESOLVED that the minutes be approved as a correct record.

13/08 ANTI-SOCIAL BEHAVIOUR AND ALCOHOL FREE ZONES TASK GROUP

The Task Group Chairman, Councillor C. B. Taylor, provided the Board with
an update on the progress of the Anti-Social Behaviour and Alcohol Free
Zones Task Group.

It was explained that although the Task Group had strived to meet its deadline
and report to the Board in January 2009, there had been a need for one
further Task Group Meeting to be arranged.

It was stated that a draft report had been circulated to Task Group Members
and it was anticipated that the report would be finalised at the last Task Group
Meeting, scheduled to be held on 14th January 2009. It was reported the
relevant Portfolio Holder and officers had been invited to attend.

RESOLVED:

- (a) that the verbal update from the Task Group Chairman, Councillor C. B. Taylor, be noted; and
- (b) that the Anti-Social Behaviour and Alcohol Free Zones Task Group be granted an extension and submit the final report to the next meeting of the Overview Board due to be held on 3rd February 2009.

14/08 **AIR QUALITY STRATEGY AND PLANNING PROTOCOL**

The Board considered the report relating to the Air Quality Strategy and Planning Protocol for Herefordshire and Worcestershire which was due to be considered by the Cabinet.

The Head of Planning and Environment Services, Mr. D. Hammond, and the Team Leader – Pollution and General, Mr. R. Goundry, were present and answered queries the Board had on this issue.

There was concern from Members that the Air Quality Strategy and Protocol would not be meaningful locally. There was also some frustration over the commitment shown to managing air quality issues from other agencies, including Worcestershire County Council.

It was explained that the Strategy would help to ensure a unified and consistent approach was taken to managing local air quality across Herefordshire and Worcestershire. The Strategy identified commitments, particularly for communication and co-operation within and between local authorities, external organisations and the community. It was pointed out that the key advantages of developing and implementing such a Strategy were listed under paragraphs 2.2 and 2.3 of the document and officers believed it was a good comprehensive starting point. It was also stated that the actions required for specific areas i.e. Air Quality Management Areas (AQMAs) were detailed in separate Action Plans.

The Board was informed that the Strategy would be reviewed on a regular basis once it had been approved and adopted. It was anticipated that all local authorities would adopt the Strategy within the next month or two. When the Strategy came under review in the future, Members were assured that standards and targets would be updated as appropriate.

It was clarified that the recommendations from the Air Quality Task Group were being dealt with separately. It was explained that the Task Group recommendations had been considered and the majority approved by the Cabinet early 2008. The relevant Portfolio Holder had presented the Cabinet's response to the former Scrutiny Steering Board and those approved recommendations had been included in the Recommendation Tracker Report to enable the former Scrutiny Steering Board Members to monitor progress. Since the change to the Overview and Scrutiny Structure, it was clarified that the Overview Board was now responsible for monitoring the recommendations that had come out of the air quality investigation undertaken by the Task Group. Therefore, those particular recommendations would be included in the Tracker Report due to be considered at the next Overview Board meeting in

February. It was confirmed that a Review of the Air Quality Task Group investigation was also due to take place shortly.

RESOLVED that the report be noted.

RECOMMENDED that the Cabinet be requested to approve and adopt the Air Quality Strategy and Planning Protocol for Herefordshire and Worcestershire.

15/08 **FORWARD PLAN OF KEY DECISIONS**

Consideration was given to the Forward Plan which included key and non-key decisions due to be taken by the Cabinet over the forthcoming months.

Members were particularly interested in the Joint Waste Management Strategy which was due to be refreshed and submitted to the Cabinet in April 2009.

RESOLVED:

- (a) that the Head of Street Scene and Community be requested to provide information on the Waste Management Strategy, due to be considered by the Cabinet in April 2009, to the next meeting of the Board; and
- (b) that all other items on the Forward Plan be noted.

16/08 **ANTICIPATED REPORTS FOR 2009/10**

As requested at the previous meeting of the Overview Board, information on anticipated reports for future months had been compiled. Members considered the items listed which had been split into service areas.

RESOLVED that the anticipated reports for 2009/10 be noted.

17/08 **WORK PROGRAMME**

The Board considered all the items included within its Work Programme.

The Chairman suggested two topics which could be added to the Board's Work Programme which were: (a) looking at the current policy relating to sponsorship funding with a view to making it more robust; and (b) the possibility of producing a policy relating to the number of takeaway outlets allowed in any given area.

With regards to sponsorship funding, the Senior Solicitor, Mrs. Sellers, commented that the existing policy was still in its infancy. It was explained that officers were continuing to work on raising funding for the Council through sponsorship and the input of the Board in reviewing the policy would be helpful.

However, the Head of Planning and Environment Services had some concerns regarding the second proposal which related to controlling the number of takeaways. Members were advised that the Board needed to be clear what could and could not be achieved, taking into account national policy guidance and market forces.

It was also mentioned that the funding for CCTV could be investigated and representatives from the Police could be invited to attend a Board meeting. However, the Executive Director – Services, Mr. Beirne, reminded Members that a letter had been sent to West Mercia Police regarding this issue and a response was awaited. It was suggested that the Overview Board could monitor this matter and consider inviting a Police representative to a future Board meeting, if required.

The Board was informed that Councillor Mrs. M. Bunker had a meeting scheduled with the Assistant Chief Executive, Mr. H. Bennett, the following day to discuss the results of the Older People Focus Groups. It was anticipated that further information regarding this topic would be presented to the Board at its next meeting.

RESOLVED:

- (a) that the following two topics be added to the Board's Work Programme:
 - Developing the existing policy relating to sponsorship funding; and
 - Investigating the possibility of introducing a policy which controls the number of takeaways allowed in an area;
- (b) that the Executive Director – Services be requested to provide the Board with progress updates at future Board Meetings (as required) regarding the possibility of receiving financial assistance from West Mercia Police for CCTV equipment; and
- (c) that the Overview Board's Work Programme be noted and updated as necessary.

The meeting closed at 7.30 p.m.

Chairman

BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

3RD FEBRUARY 2009

ANTI-SOCIAL BEHAVIOUR AND ALCOHOL FREE ZONES TASK GROUP

Responsible Portfolio Holder	Councillor Mrs. J. M. L. A. Griffiths Councillor P. J. Whittaker
Responsible Head of Service	Head of Street Scene and Community Head of Planning and Environment
Chairman of Scrutiny Task Group	Councillor C. B. Taylor

1. SUMMARY

- 1.1 To consider the findings and recommendations contained within the attached report relating to the investigation undertaken by the Anti-Social Behaviour and Alcohol Free Zones Task Group.

2. RECOMMENDATION

- 2.1 Members are requested to:
- (a) consider and approve the attached report and recommendations contained within it; and
 - (b) submit the attached report to the Cabinet for approval.

3. BACKGROUND

- 3.1 The background to when and how the Anti-Social Behaviour and Alcohol Free Zones Task Group was established is detailed within the attached report under "Terms of Reference".
- 3.2 In relation to the report format, Members should note that the Cabinet made the following suggestions which the former Scrutiny Steering Board approved in April 2008:
- Prioritising recommendations as being of low, medium or high priority;
 - Including officer actions that are already being undertaken which the Task Group supports; and
 - Including issues which were considered by a Task Group but did not form part of the final recommendations.

The above have all been incorporated into the attached report.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications to the majority of the recommendations; however, as with any recommendation, even where there is no cost, there will be an impact on officer time.
- 4.2 With regard to the recommendation relating to CCTV, an upgrade to the existing system has been approved, with replacement cameras already having been installed in and around Bromsgrove Town Centre. However, street lighting improvements would have to be funded from a separate budget source, most likely via the County Council.

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications in respect of most of the recommendations. However, with regard to the third recommendation relating to Fixed Penalty Notices, the associated legal implications would need to be investigated further by the relevant officers if this recommendation were to be approved.

6. COUNCIL OBJECTIVES

- 6.1 The report relates to the "Sense of Community and Wellbeing" aspect of the Council's Objectives. There are also indirect implications in respect of Bromsgrove Town Centre, in view of the references within the attached report to anti-social behaviour / alcohol free zones.

7. RISK MANAGEMENT

- 7.1 The risk of not implementing the recommendations contained within the attached report is that it results in the Council not doing all it can to ensure it reduces anti-social behaviour and improve the effectiveness of the alcohol free zones.

8. CUSTOMER IMPLICATIONS

- 8.1 Residents within the District will benefit from the improving situation in respect of anti-social behaviour if the recommendations contained within the attached report are implemented.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

- 9.1 There are no implications directly relating to the recommendations for the Council's Equalities and Diversity policies.

10. VALUE FOR MONEY IMPLICATIONS

- 10.1 There are no value for money implications directly relating to this report.

11. **OTHER IMPLICATIONS**

Procurement Issues - None
Personnel Implications - None
Governance / Performance Management - None
Community Safety (including Section 17 of the Crime and Disorder Act 1998) - Yes, the recommendations relate to preventative measures and working in partnership to reduce anti-social behaviour. It should be noted that the Council has a duty to consider how its actions play a part in crime and disorder.
Policy - None
Environmental - None

12. **OTHERS CONSULTED ON THE REPORT**

Portfolio Holder	Yes
Chief Executive	Yes
Executive Director (Partnerships and Projects)	Yes
Executive Director (Services)	Yes
Assistant Chief Executive	Yes
Head of Street Scene and Community	Yes
Head of Financial Services	Yes
Head of Legal, Equalities and Democratic Services	Yes
Head of Organisational Development and HR	Yes
Corporate Procurement Team	No

13. **WARDS AFFECTED**

13.1 All Wards.

14. **APPENDICES**

14.1 Appendix 1 - Anti-Social Behaviour and Alcohol Free Zones Overview and Scrutiny Report (including appendices).

15. **BACKGROUND PAPERS**

15.1 None

CONTACT OFFICER

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Overview and Scrutiny **Anti-Social Behaviour & Alcohol Free Zones**

Completed January 2009

OVERVIEW BOARD

Supporting Officer: Andy Stephens



Bromsgrove
District Council

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BROMSGROVE DISTRICT COUNCIL

REPORT OF THE ANTI-SOCIAL BEHAVIOUR AND ALCOHOL FREE ZONES TASK GROUP

JANUARY 2009

MEMBERS

Councillors C. B. Taylor (Chairman), Mrs. M. Bunker, Miss D. H. Campbell, Ms. H. J. Jones, D. McGrath, D. L. Pardoe, Mrs. C. J. Spencer and C. J. Tidmarsh

TERMS OF REFERENCE

Two scrutiny proposals relating to Anti-Social Behaviour and Alcohol Free Zones were originally considered by the former Scrutiny Steering Board at meetings in February and March 2008 and two separate task groups were initially established. However, following a meeting between the Leader and the Chairmen of the former Scrutiny Steering Board, Audit Board and Performance Management Board, it was suggested that the two groups be amalgamated to form a single task group. This was discussed and agreed by the Scrutiny Steering Board on 1st April 2008 and it was at this meeting that Councillor C. B. Taylor was appointed Chairman of the new amalgamated Task Group.

At the subsequent Board meetings held on 29th April 2008 and 22nd May 2008, the membership of the Task Group was agreed along with the following terms of reference:-

"To examine the causes of anti-social behaviour in 11 - 17 year olds, taking into account the Council's policies and the public perception and definition of this problem; also, to examine the use and effectiveness of 'alcohol free zones', looking into the impact on crime, public disorder, enforcement levels and the general effect of drinking in public places."

The full scoping checklist completed by the appointed Chairman and agreed by the former Scrutiny Steering Board is attached at Appendix 1.

The former Scrutiny Steering Board considered additional membership requests at its meeting held in June 2008 which were agreed.

The first meeting of the Task Group was held in June and it was requested that the Task Group should report to the Board November / December 2008. However, partially due to the changes with the Overview and Scrutiny structure and partially due to the large remit of the Task Group, the Task Group was given an extension to January / February 2009.

SUMMARY OF RECOMMENDATIONS

1. Enhance lines of communication with partners (High Priority)

It is recommended that the District Council work with its partner agencies to enhance lines of communication to inform the local media of events and good news stories with a view to encouraging more good publicity about young people, and thereby reduce the negative judgments placed on younger people in general.

2. Visible policing within the local community (Medium / High Priority)

It is recommended that, whilst both the increased number of Police Community Support Officers and the enhanced powers granted of the District Council's Neighbourhood Wardens are to be welcomed, the North Worcestershire Division of the West Mercia Constabulary be urged to present a more visible presence in both the local community and at public events in order to maintain a low level of anti-social behaviour within the District.

3. Tackling anti-social behaviour by way of Fixed Penalty Notices (Medium / High Priority)

It is recommended that, given the support shown by residents for fixed penalty notices as a means of tackling anti-social behaviour and drinking in an 'alcohol free zone', the Council investigate the feasibility of introducing Penalty Notices for such disorder.

4. Maximise use and effectiveness of CCTV (Low / Medium Priority)

It is recommended that, where lighting around the Council's CCTV cameras is negligible or non-existent, especially within designated 'alcohol free zones', the Council investigate enhancing visibility by either introducing additional lighting and / or additional CCTV cameras and, if this should be feasible, whether funding may also be available from the police.

Financial Implications to Recommendations

The Task Group considers that there are no direct financial implications to its recommendations. However, even if there are no direct costs, officers are likely to incur an indirect impact in terms of costs as a result of time spent implementing approved recommendations. Any costs resulting from improvements to the CCTV system could be met from the existing CCTV budget, together with any additional funding which may be available from the police.

The Task Group believes that approval and consequent implementation of the recommendations would be a step in the right direction in addressing the issues outlined in the report.

Officer Actions Supported by Task Group

The Task Group were encouraged to hear of the multi-agency approach being taken in respect of anti-social behaviour within the district. The approach taken by the Crime and Disorder Reduction Partnership, with the active involvement of the Council's Community Safety Partnership Team and the Police, has a direct impact on the levels of anti-social behaviour within the district. Together with the 'Alcohol Free Zones' which have already been designated, the powers available to the Police, Community Service Officers and the District Council's own Neighbourhood Wardens can have a positive effect on anti-social behaviour levels within the District.

Furthermore, the Task Group recognised that the Council, in partnership with other local agencies; for example, Worcestershire County Council's Youth Strategy Service and sports clubs; promote and encourage diversionary activities for younger people, including sustainable youth clubs, sports training and other interest groups. It was noted that the Council also works with the eight Herefordshire and Worcestershire local authorities, two Primary Care Trusts, the University of Worcester, Sport England, National Governing Bodies of Sport and other key organisations for the provision of sport and active recreation facilities in Bromsgrove and within the two counties. The Task Group were pleased to note that the Community Safety Partnership Team continue to work very closely with, and promote the work undertaken by, the Crime and Disorder Reduction Partnership in order to maximise potential and minimise duplication of efforts.

Issues considered which were not included within Recommendations

The Task Group was aware from the outset that its terms of reference and subject area covered a large number of issues. In seeking to maintain its focus on the issues of most importance, the Task Group was careful to remain true to the terms of reference.

For example, the Task Group considered the effects that alcohol can have on young people and the related long-term health implications. In addition, the availability of support groups and advice centres for drug and alcohol abuse were discussed, but it was felt that these were issues which, whilst important to be available to younger people in need of help and encouragement, were not essentially being investigated by the Task Group. However, the Task Group's recommendations have been indirectly influenced by the very useful evidence presented by the external witnesses, full details of which are included within the main part of the report.

A number of other issues were discussed as part of the overall consideration of the main topics are indicated below. However, these have not formed part of the Task Group's recommendations:

- Pricing policy / Availability of "cut-price" alcohol deals.
- Greater involvement of substance (drug and alcohol) support groups.
- Proposals, and locations, for additional 'alcohol free zones'.
- Licensing of pubs, clubs and supermarkets.
- Effect of nationwide no-smoking ban on the Licensed Trade.
- Provision of byelaws as a means of enforcement.

BACKGROUND AND METHODOLOGY

The Anti-Social Behaviour and Alcohol Free Zones Task Group identified three areas it wanted to subject to detailed overview and scrutiny:

- The levels and types of anti-social behaviour among 11 to 17 year olds which were being recorded and the public perception of the problem;
- The effectiveness of 'alcohol free zones' and related enforcement issues;
- How the District Council, together with its partner agencies, can tackle issues and problems in respect of anti-social behaviour through the use of 'alcohol free zones' and other, more positive, methods.

Our findings on each of these areas, and the recommendations we have made, are set out within the report:

1. Anti-social behaviour - what is it and how big a problem is it?
2. Enforcement of 'alcohol free zones'.
3. Responsibilities and priorities for action.

A Summary of the Task Group's recommendations is provided on page 2.

The Task Group endeavoured to take an evidence based approach, together with seeking feedback from members of the public and head teachers of middle and high schools within the District. Full details of independent witnesses who attended our meetings, Council officers who provided advice and assistance, and other evidence we considered are listed in Appendix 2.

The methodology used in this overview and scrutiny exercise to make enquiries and gather evidence involved:

- Review of documentation;

A number of other local authorities within England have carried out their own overview and scrutiny of anti-social behaviour and 'alcohol free zones'; for example, Redditch Borough Council, Birmingham City Council, Dover District Council and Swindon Borough Council. However, none of these have covered both topics at the same time.

The Task Group found that, in general, the findings in these overview and scrutiny reports were not entirely relevant to its work given that the Bromsgrove District is quite different to the more urban nature of the examples given above.

- Interviewing witnesses;

As part of the review, the Task Group interviewed a number of relevant external witnesses, together with obtaining additional information from several officers of the District Council. The input of the Community Safety Team and the West Mercia Constabulary were central to the work of the Task Group.

A complete list is detailed at Appendix 2.

- Familiarisation with the 'alcohol free zones' within the District;

The Task Group were presented with full details of the ten designated 'alcohol free zones' which had been designated by the District Council since 2003. This included a copy of the location plans which were published as part of the Designation Orders, together with a written description of the area covered by each Order.

- Written evidence and feedback;

The Task Group sought additional evidence and information from the head teachers of the local middle and high schools within the district, especially in terms of the education of younger people in respect of drugs/alcohol and their effects on health. Furthermore, a press release was issued at the commencement of the overview and scrutiny exercise encouraging the public to submit their views, comments and suggestions for the Task Group to consider. The Task Group was also publicised on the Council's web-site, together with a facility for members of the public to submit their views electronically. Unfortunately, however, Members noted that, for this particular topic, there was limited feedback by way of these methods.

FINDINGS AND RECOMMENDATIONS

The Task Group investigated three main areas: 1. Anti-social behaviour - what is it and how big a problem is it; 2. enforcement of 'alcohol free zones'; and 3. responsibilities and priorities for action.

The Task Group found:

In respect of 1. - Definitions and types of anti-social behaviour, and the causes, whether real or perceived.

In respect of 2. - The locations of the designated 'Alcohol Free Zones' within the Bromsgrove District, the powers of the law enforcement agencies (including the District Council's own Neighbourhood Wardens) and their effectiveness in combating alcohol-related anti-social behaviour.

In respect of 3. - The powers available to the police and the District Council in addressing anti-social behaviour, what is being done to address the 'problems' and the priorities for the work that needs to be done in future to ensure anti-social behaviour is minimised as much as possible.

Anti-Social Behaviour

In order to consider Anti-Social Behaviour within the District, the Task Group searched for a definition which could help in their discussions. The definition of anti-social behaviour under the Crime and Disorder Act 1998 is that it is 'behaviour likely to cause alarm, harassment or distress to members of the public not of the same household as the perpetrator'. Alternatively, the Home Office also state that 'anti-social behaviour includes a variety of behaviour covering a whole complex of selfish and unacceptable activity that can blight the quality of community life'. Examples are detailed in Appendix 3. Locally, however, the Crime and Disorder Reduction Partnership Tasking Group has adopted the following: "Acting in an anti-social manner as a manner that caused or was likely to cause harassment, alarm or distress to one or more persons not of the same household as the perpetrator."

The Task Group considered a large number of reasons why anti-social behaviour occurs. In its 2004 report 'Research Development & Statistics, ASB - A collection of published evidence', the Home Office identified four main reasons:-

- Family environment (poor parental discipline and supervision, family conflict, family history of problem behaviour and parental involvement/attitudes condoning problem behaviour);
- Schooling & educational attainment (aggressive or bullying behaviour, lack of commitment to school, school disorganisation, school exclusion and truancy patterns, low achievement at school);
- Community life / accommodation / employment (community disorganisation and neglect, the availability of drugs and alcohol, lack of neighbourhood attachment, growing up in a deprived area within low income families, high

rates of unemployment and a high turnover of population, areas where there are high levels of vandalism); and

- Personal and individual factors (alienation and lack of social commitment, early involvement in problem behaviour, attitudes that condone problem behaviour, a high proportion of unsupervised time spent with peers and friends or peers involved in problem behaviour, mental illness, early involvement in the use of illegal drugs and crime).

When hearing from Dave Evans, Operations Manager for Worcestershire County Youth Strategy, the Task Group heard that stress was also a personal factor which many young people may experience, especially as a result of school testing and the expectations of family, friends, teachers and fellow pupils. He stated that the effects of this stress may be the reason behind why many younger people may be tempted to experiment with drugs and / or alcohol which may, in turn, lead to anti-social activities.

Mr. Evans also stated that, as the County's Youth Strategy Service was a part of the Education Department at the County Council, it worked on a range of topics based around leisure and activities for younger people, including Youth Club provision and the development of sport and general diversionary activities for younger people. The Task Group also heard that one of the main issues in providing diversionary activities was that of accessing the "hard-to-reach" groups and individuals; that is, those young people who, apart from having limited or no transportation, a limited ability to pay, and / or a lack of provision and facilities in their immediate area, may be 'socially excluded' through a general lack of interest, motivation or preference.

The Task Group recognised that the Council, in partnership with other local agencies; for example, Worcestershire County Council's Youth Strategy Service and sports clubs; ***promote and encourage diversionary activities for younger people, including sustainable youth clubs, sports training and other interest groups.***

It was also noted that ***the Council also work with the eight Herefordshire and Worcestershire local authorities, the two Primary Care Trusts, the University of Worcester, Sport England, National Governing Bodies of Sport and other key organisations*** for the provision of sport and active recreation facilities in Bromsgrove and within the two counties.

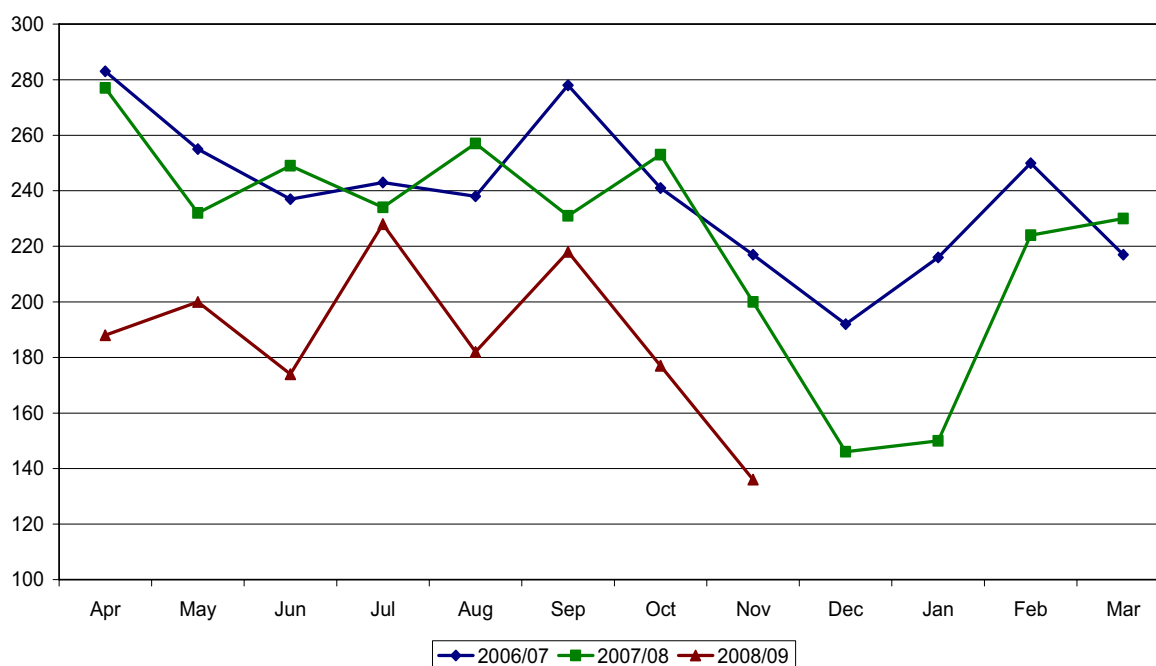
Whilst anti-social behaviour is now a problem in most towns and cities nationwide, Members felt that it merely depends upon the perception of the person who is alleging anti-social behaviour. The Task Group heard from Chief Inspector Tony Love about the process involved when a report of anti-social behaviour is received, stating that the recording of the complaint does not necessarily mean that all anti-social behaviour incidents would be recorded as a crime or that just because a member of the public does not like a particular activity; for example, children playing loudly on a park; that it is, in fact, anti-social behaviour.

Therefore, a persons perception can distort the levels of anti-social behaviour, especially when the behaviour in question may not, in reality, be anti-social. Obviously, the park in the above example, is there for younger people to play football in anyway.

Recommendation 1	It is recommended that the District Council work with its partner agencies to enhance lines of communication to inform the local media of events and good news stories with a view to encouraging more good publicity about young people, and thereby reduce the negative judgments placed on younger people in general.
Priority	High - The Task Group believes that the public perception of anti-social behaviour is worse than official statistics indicate. Additional involvement of the local media at an early stage may ensure achievement of "quick-wins" in the near future and better inform members of the public what does, and what does not, constitute anti-social behaviour.
Financial Implications	There are no direct financial implications. However, as with all recommendations, there may be officer time required which may incur indirect financial implications. Making maximum use of the Council's Communications Team may be a viable way in which to enhance the work of both the Community Safety Partnership Team and Crime and Disorder Reduction Partnership.

The Task Group considered how 'bad' (or not) the situation was within the Bromsgrove District. The chart shown below indicates that there has been a larger than 6% reduction in the number of incidents between the full financial years 2006/07 (2,867 incidents) and 2007/08 (2,683), and a greater than 20% reduction in the year to date (April to October 2008 - 1,367) when compared to the same period in both 2006/07 (1,775) and 2007/08 (1,733).

Youth Related Anti-social Behaviour Incidents

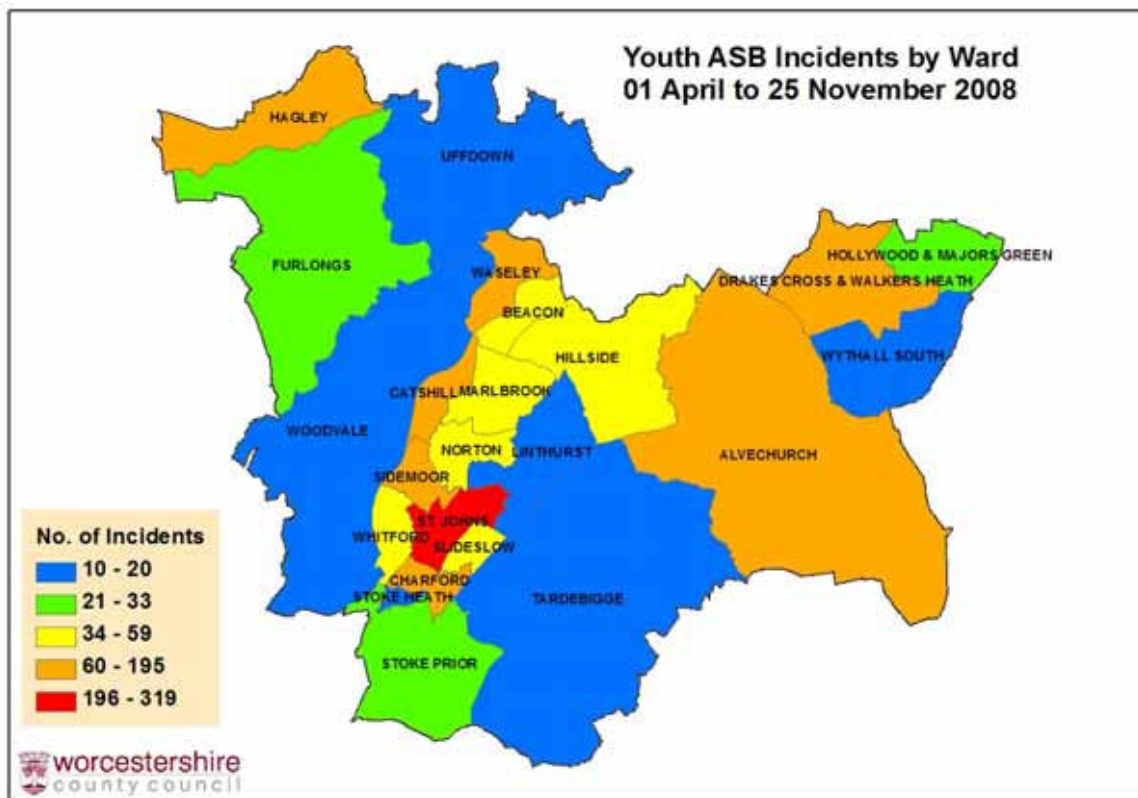


(Source: Operational Information System, West Mercia Constabulary).
 (Note: November 2008 indication does not relate to a full month).

The Task Group considered that this shows a decreasing trend in the level of anti-social behaviour within the Bromsgrove District, and that this has been shown by the fact that the level of youth related incidents during 2008/09 to October has been consistently below that of previous years. Furthermore, peaks and troughs in the chart above have tended to coincide with certain events at times of the years. For example, the spring and summer months for 2006/07 generally show higher levels of anti-social behaviour than in the winter.

However, the Task Group were of the opinion that certain events such as Hallowe'en and 'Bonfire Night' were the most likely reason of higher levels. In addition, it was noticed that incidents during the periods 2006/07 and 2008/09 (to 25th November 2008) incidents tend to correlate as seen on the chart (although the latter period is obviously lower), whilst there was a fall in anti-social behaviour in July 2007. Bearing in mind the heavy rainfall during that month, the Task Group concluded that youth related anti-social behaviour was influenced to a large extent by the seasonal conditions.

The Task Group also considered where most of the anti-social behaviour was occurring within the District, as indicated on the diagram below.



Over 90% of the District designated Green Belt, the largely rural nature tends to confine anti-social behaviour to the urban areas and larger settlements. During the period from 1st April 2008 to 25th November 2008, youth related anti-social behaviour was most prevalent in the St. John's Ward area of the District and, in terms of the more built-up areas, is followed by Charford, Sidemoor, Catshill and Waseley Wards.

However, the Task Group noted that levels of youth anti-social behaviour within the Wards of Hagley, Alvechurch and Drakes Cross and Walkers Heath appeared to be at similar levels to these more built-up area, most likely due to there being larger settlements of population together with a greater concentration of retail and business premises.

Recommendation 2	It is recommended that, whilst both the increased number of Police Community Support Officers and the enhanced powers granted of the District Council's Neighbourhood Wardens are to be welcomed, the North Worcestershire Division of the West Mercia Constabulary be urged to present a more visible presence in both the local community and at public events in order to maintain a low level of anti-social behaviour within the District.
Priority	Medium / High - The Task Group considered that visible policing acts as an effective deterrent to anti-social behaviour.
Financial Implications	There are no direct financial implications. However, as with all recommendations, there may be officer time required which may incur indirect financial implications. However, officer time needs to be used effectively and, in this case, be seen to be used effectively.

The Task Group were pleased to note that the Community Safety Partnership Team continue to work closely with, and promote the work undertaken by, the Crime and Disorder Reduction Partnership in order to maximise potential and minimise duplication of efforts.

Alcohol Free Zones (Designated Public Places Orders)

The Task Group noted that the Police and Criminal Justice Act 2001, which came into effect in September 2001, enabled local authorities to adopt powers to deal with the problems of anti-social alcohol drinking in public places. The intention of the legislation was to reduce the incidents of anti-social behaviour, public disorder and public nuisance from alcohol consumption in designated public places.

Once a Designated Public Places Orders (DPPO) is in place, a Police Officer, Community Support Officer or Neighbourhood Warden can use their confiscation powers to enforce the restriction. It is not an offence to consume alcohol within a designated area, but failure to comply with an officer's requests to stop drinking and surrender alcohol without reasonable excuse is.

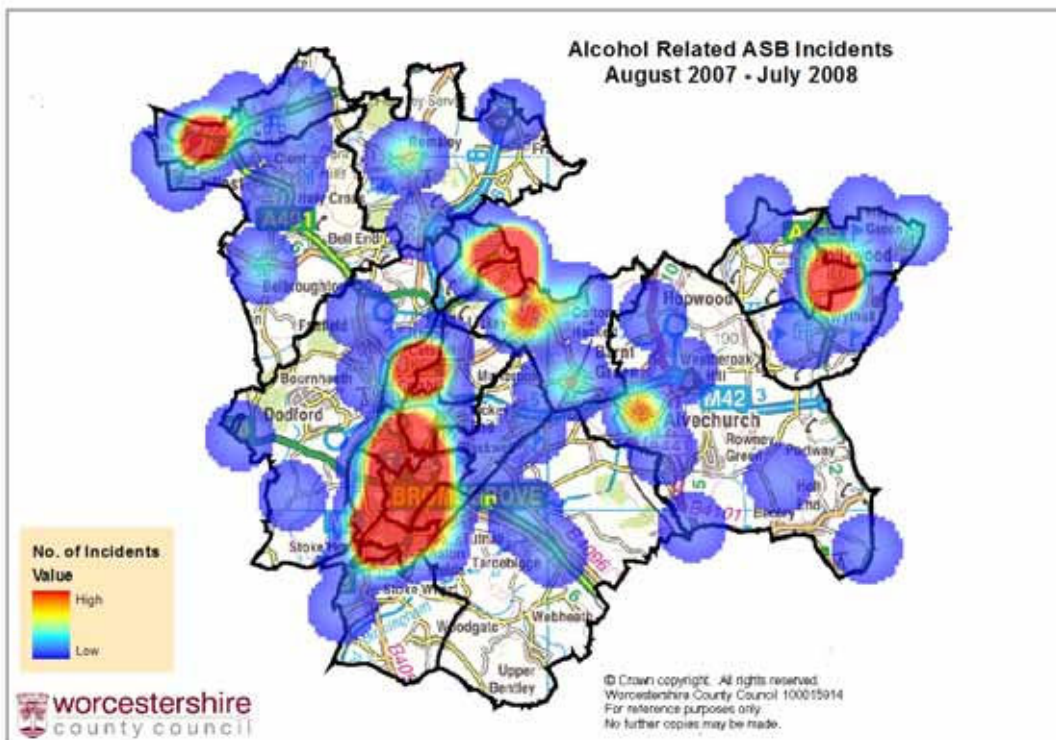
If an officer suspects that a person has recently consumed alcohol or intends to consume alcohol in a DPPO, in order to prevent public nuisance and disorder which the officer considers may be likely as a result, he can require that person to (i) stop drinking alcohol (or anything which is believed to be alcohol); (ii) hand over the containers they are drinking from (whether sealed or unsealed); and (iii) hand over any other containers which are believed to contain alcohol).

Penalties for failure to comply with an officer's request include:-

- a penalty notice for disorder of £50;
- arrest and prosecution for a maximum of £500; and / or
- bail conditions to stop the individual from drinking in public

Throughout its investigation, the Task Group were confident that there was a clear link between the consumption of alcohol and anti-social behaviour. Statistics recorded on the West Mercia Constabulary Operational Information System demonstrate that alcohol related incidents peak over a weekend, with Friday night being the peak night for disorder.

A schedule of the Designation Public Places Orders made under this legislation by the Council has been provided for information at Appendix 4. The Task Group found that the St. John's Ward, which incorporates Bromsgrove Town Centre was, by far and away, the ward where most alcohol related incidents of anti-social behaviour occurred, accounting for 24% of the total alcohol-related incidents. The ward also includes Sanders Park where there are known to be issues relating to youths drinking. In fact, alcohol-related incidents increase in some of the more rural locations merely due to youths gathering in open spaces and drinking; the Task Group found this to be true of a majority of incidents reported in Hagley, Rubery, Wythall and Catshill.



The Task Group found that, although a large number of incidents occurred within the 'alcohol free zones' themselves, the powers available to the Police were preferable to those of a byelaw, which effectively banned drinking in an area. If an officer considered that drinking alcohol would not lead to anti-social behaviour or public disorder (for example, a family picnic in the park, or a ceremonial / traditional

occasion such as the Bromsgrove Court Leet's "ale tasting" event), or if a person complied with the officer's request, then the alcohol would be confiscated or disposed of. Under a byelaw, an arrestable offence would have been committed. The powers created by the DPPO allow officers to use discretion and attempt to deter people, only using the power of arrest if they did not comply with the request. Furthermore, the Task Group heard that these powers were also being used when dealing with people leaving pubs and clubs late at night.

Members of the Task Group questioned why the police had not supported recent requests to the Licensing Committee for two areas in Charford, Bromsgrove, to be designated as 'alcohol free zones'. Chief Inspector Love's response was that the two areas referred to were not considered to be priorities for such designation as there were other areas which had been identified as being more problematical. Some areas of the district were generating 10 - 12 times the volume of recorded calls about anti-social behaviour than those referred to in Charford.

The Task Group heard that young people under the age of 18 who were found to be in possession of alcohol were already covered by legislation separate from that relating to 'alcohol free zones'. It was stated that possession of alcohol by under-age persons was an offence which often led to that person being escorted home, and their parents would then be informed of the incident. The Police consider the prevention of the consumption of alcohol as a major factor in reducing anti-social behaviour and, to this end, resources were being targeted at ensuring that alcohol does not get into the hands of under 18's.

According to the West Mercia Crime and Safety Survey 2008, 67% of respondents agreed that under-age drinking was a problem in their local neighbourhood, with 55% thinking people being drunk or rowdy in public places was a problem. Under-age drinking was also the 3rd ranked issue to feature in residents opinions of which problems should be addressed first, with 24% of people listing it in their top 3; and increase of 8% on the previous year. 64% of residents agreed that the use of fixed penalty notices to tackle anti-social behaviour would be an effective approach. 73% agreed that this approach should be used to tackle drinking in an 'alcohol free zone'. On the whole, according to the June 2008 Citizens Panel Survey, 54% of Bromsgrove participants in the survey thought that drunk people or people drinking in the streets was a problem in the area, be it major or minor, compared to an average of 45.6% of people across Worcestershire. However, it must be borne in mind that these statistics only give an indication of the perceived problem.

Members noted that Fixed Penalty Notices (and Penalty Notices for Disorder) are both one-off fines issued for anti-social behaviour. Fixed penalty notices generally deal with environmental offences such as litter, graffiti and dog fouling, and can be issued by local authority officers and police community support officers to anyone over 10 years old.

Examples of offences for which a notice might be issued are:

- littering
- graffitiing or fly posting
- causing so much loud and annoying noise that your neighbours complain

The Task Group found that Penalty Notices for Disorder are issued for more serious offences, such as throwing fireworks or being drunk and disorderly and can be issued to anyone over 16 years old. They were introduced to address low-level anti-social behaviour, while also reducing police bureaucracy and paperwork.

Examples of offences where a penalty notice for disorder may be issued include:

- intentionally harassing or scaring people
- being drunk and disorderly in public
- destroying or damaging property
- petty shoplifting
- selling alcohol to underage customers
- selling alcohol to somebody who is obviously drunk
- using fireworks after curfew

Both types of penalty notice are not the same as criminal convictions but failure to pay the fine may result in higher fines, or imprisonment.

Recommendation 3	It is recommended that, given the support shown by residents for fixed penalty notices as a means of tackling anti-social behaviour and drinking in an 'alcohol free zone', the Council investigate the feasibility of introducing fixed penalty notices for such disorder.
Priority	Medium / High. The Task Group considered that "on-the-spot" enforcement acts as an effective deterrent to anti-social behaviour, and reduce the likelihood of drinking alcohol within designated 'alcohol free zones'.
Financial Implications	There are no direct financial implications. However, as with all recommendations, there may be officer time required which may incur indirect financial implications. However, officer time needs to be used effectively and, in this case, be seen to be used effectively.

What can be done in the future?

It appears that anti-social behaviour and alcohol-related incidents in Bromsgrove have, by and large, been following a decreasing trend over the last few years. The Task Group heard that robust policing of the main areas of concern has encouraged this reduction in anti-social behaviour, as well as crime in general, assisted by the active involvement of the Council's Neighbourhood Wardens in conjunction with the Crime and Disorder Reduction Partnership and the local policing teams. The Police, Community Support Officers and Neighbourhood Wardens try to obtain a balance in prioritising certain areas whilst maintaining general good order throughout the district, especially bearing in mind that a large percentage of the anti-social behaviour within the district appears to be caused by a small percentage of young people.

The approach promoted by the Police has also prevented anti-social behaviour being caused by young people from outside the Bromsgrove District. Tackling anti-social behaviour has been the main subject, or an incorporated feature, of the Crime and Disorder Reduction Partnership Tasking Group since April 2007, and was the main focus of every meeting between April and August 2008. As well as adopting it's own definition of anti-social behaviour, the Partnership Tasking Group have decided to focus it's resources on the following types of anti-social behaviour:

- Fireworks
- Harassment Incident
- Nuisance Neighbours
- Nuisance Rowdy Behaviour
- Street Drinking
- Substance Misuse
- Vehicle Nuisance

Furthermore, the Crime and Disorder Reduction Partnership Tasking Group also establish a geographical focus, determined on a monthly basis in accordance with the rates of reported anti-social behaviour. In an average month, analysis shows that reports of anti-social behaviour occur in the St. John's, Charford, Sidemoor, Catshill, Waseley, Hagley and Hollywood and Drakes Cross Wards within the District.

There are risks involved with not tackling anti-social behaviour, whether alcohol-related or not. The perception of the problem is already rather negative; however, Members of the Task Group considered that alcohol-related youth anti-social behaviour could lead to an increase in admissions to hospital, could have significant sexual health risks and could also impact on achievement in school, which can have a longer term effect on employment prospects.

At night, the perception of the urban areas, the town centre and main village settlement centres is a somewhat negative one. The public seem to feel that these are unpleasant places to be, filled with rowdy, drunken people. The same could be said of Sanders Park, and other parks within the district, which have a reputation as places where young people gather and drink alcohol. As a consequence, other residents avoid these areas and, in some cases, the areas themselves can become run-down and untidy as a result.

The Task Group felt that the redevelopment of the town centre may, for example, create a sense of ownership and local pride, meaning that people may be less likely to damage or deface it, but there are also additional risks inherent to the investment and money spent on the redevelopment. The presence of CCTV cameras, not only in Bromsgrove Town Centre, but in Alvechurch, Hagley, Rubery and Wythall, will act as an additional deterrent to those who may otherwise be the cause of anti-social behaviour. Not only do they allow coverage of most of the 'alcohol free zones' within the District, they give the control room operators a better view when disorder is taking place, thereby enabling better and more responsive enforcement in the key areas.

Recommendation 4	It is recommended that, where lighting around the Council's CCTV cameras is negligible or non-existent, especially within designated 'alcohol free zones', the Council investigate enhancing visibility by either introducing additional lighting and / or additional CCTV cameras and, if this should be feasible, whether funding may also be available from the police.
Priority	Low / Medium - On-going maintenance of the CCTV system is programmed into the CCTV budget. The CCTV cameras in Bromsgrove Town Centre have recently been upgraded to provide better picture quality.
Financial Implications	Any addition or improvements to the CCTV system would have to be met from the existing CCTV budget provision, which could be included as part of the general maintenance programme. The Task Group noted that a bid for an upgrade to the CCTV Control Room in the proposed future capital programme, considered by Cabinet on 7th January 2009 (for £290,000k in 2009/10 and £79K in 2010/11) was to be removed and that officers were instructed to request funding from West Mercia Police to enable the project to be undertaken. In addition Members requested further investigation of the impact of these proposals on the CCTV service. Street lighting improvements would be subject to a separate budget source and dependant on the authority responsible (for example, County or District).

Furthermore, the current 'credit crunch' could lead to increased financial pressures on all households, whether due to low income, redundancy or other financial commitments. This could result in an increase in alcoholism as a means of escape which could then, in turn, increase disorder within the more built-up areas of the district.

The Task Group believed that much of the success which the Crime and Disorder Reduction Partnership, the Council and the Police have enjoyed in the steady reduction of anti-social behaviour had been achieved by a multi-faceted approach. Initiatives for the future propose to maintain a reduction in anti-social behaviour whilst building on the partnership working arrangements with the Council and other agencies. One of the key approaches will be to classify initiatives and actions into prevention, intelligence, enforcement and reassurance.

With specific reference to the 11 - 17 year old age range, this will involve a programme of education involving a range of partners, to advise on the dangers of alcohol consumption and alcohol abuse and sexual and physical health. The Crime and Disorder Reduction Partnership have identified approximately 50 - 60 young people who cause the majority of the anti-social behaviour within the District, and are therefore able to contain the problems within those areas. However, an assessment of licensed premises has been proposed to be undertaken to examine the current and historic situation, with a view to sharing information with partner agencies. It is

anticipated that such an assessment would help identify seasonal differences and, in future, enable archived information to seek to predict future peak times.

The Task Group also welcomed the proposals for an assessment of drinking in open spaces by young people, to include actual consultation with the young persons themselves to try and identify, from the young people themselves, what activities they would like to be provided in order to discourage them from gathering in an unorganised group, with the added problem of under-age drinking. In addition, this would allow for comparisons with other areas and possibly explain why other areas with parks and open spaces may not be having the same problems.

The Crime and Disorder Reduction Partnership also works with the Council in respect of licensing procedures. The Council acts as the administrative intermediary between police and licensed premises, receiving and processing applications, and issuing licences. However, licences are issued in consultation with a number of organisations, including the District Environmental Health Officer, the Fire and Rescue Service, local residents and, of course, the Police.

Conditions may be imposed on licences upon issue and, where the Police have identified problem premises, the use of additional conditions can help to ensure improvements may be made. However, the Task Group were informed that the Council's role is purely administrative, and that there was little more that could be done than to act on the advice of the Police, when dealing with an application.

Chief Inspector Love informed the Task Group that the police consider the prevention of the consumption of alcohol as a major factor in reducing anti-social behaviour and, to this end, resources were being targeted at ensuring that alcohol was removed from the streets. Furthermore, off-licences were being targeted in conjunction with Trading Standards, with a view to ensuring that alcohol was not being purchased by under-aged youths, as well as seeking to prevent 'proxy sales', where alcohol is purchased by an adult for consumption by under-age youths. Off-licences causing particular problems would be subject to prosecution and / or measures by the Council's Licensing Committee.

The Task Group heard that reviewing premises licences represents a key protection for the community where problems associated with the licensing objectives; namely, the prevention of crime and disorder, public safety, prevention of public nuisance and protection of children from harm; are occurring after the grant or variation of a licence. At any stage, during the life of a licence, a responsible authority or an interested party (local residents or local businesses) may ask the licensing authority to review the licence because of a matter arising at the premises in connection with any of the four licensing objectives. **However, licensing authorities may not initiate their own reviews of a licence.**

In every case, the representation must relate to a particular premises for which a premises licence is in existence and must be relevant to the promotion of the four licensing objectives. A complaint relating to a general situation, say, in Bromsgrove High Street, should generally not be regarded as a relevant representation unless it can be positively tied or linked to a particular premises.

Members noted that it is important to recognise that the promotion of the licensing objectives relies heavily on a partnership between licence holders, authorised

officers, interested parties and responsible authorities in pursuit of common aims. It is good working practice for authorised officers and responsible authorities to give licence holders early warning of their concerns about problems identified at the premises concerned of the need for improvement. A failure to respond to such warning is expected to lead to a decision to request a review.

Upon receipt of a request for a review of a premises licence, the Licensing Sub-Committee has a range of powers on determining a review that it may exercise where it considers them necessary for the promotion of the licensing objectives. The Licensing Sub-Committee may decide that no action is necessary, however if action is necessary, it can take any of the following steps:

- To modify the conditions of the premises licence, which can include the addition of new conditions or any alteration or omission of an existing condition;
- To exclude a licensable activity from the licence; that is, live music;
- To remove the designated premises supervisor;
- To suspend the licence for a period not exceeding three months;
- To revoke the licence.

In recent months, Members noted that ***the Licensing Authority has been invited to attend a sub-group of the Crime and Disorder Reduction Partnership, which was set up to tackle anti-social behaviour.*** There are a number of partners / agencies represented at the Tasking Meetings which provide good opportunities for the Licensing Authority to 'network' with key partners and other responsible authorities, such as Trading Standards, the police, the County Substance Misuse Action Team and officers from the Council's Community Safety Team.

By attending the Tasking Meetings, this allows the licensing authority to offer guidance and assistance to those present when deciding how to tackle anti-social behaviour particularly when it involves licensed premises'. It also offers good lines of communication between the different agencies / partners which helps to encourage more reviews of licences if it is felt necessary.

The Council's Neighbourhood Wardens have a valuable role to play, working with residents and agencies across the District to deliver projects and tackle priorities identified by the Crime and Disorder Reduction Partnership. West Mercia Constabulary has approved the Council's accreditation under the Community Safety Accreditation Scheme arrangements which means that selected organisations and their representatives can have powers to, amongst other things, issue fixed penalty notices, confiscate tobacco and alcohol, and request name and address details. In seeking to prevent crime in the first place, and easing the public fear factor, **the Neighbourhood Wardens are able to act as the "eyes and ears" of the community they serve which contributes to improving the environment and developing the community.**

CONCLUSIONS

In conclusion, the Task Group considers that the most effective method of combating anti-social behaviour is a high visibility presence at key times within problem areas. There will always be a certain level of anti-social behaviour, for various reasons, but the police, together with Community Safety Officers and the Council's Neighbourhood Wardens, help the public feel safe when in the town / village centres, or in local parks. It has to be accepted that staff resources and time are finite but the police have the knowledge to be aware of the problem areas and times. As a result, anti-social behaviour has been shown to be decreasing.

Furthermore, the police state that they will be undertaking a targeted under-age and 'proxy sale' campaign, including messages to parents and adults who provide alcohol for young people, to set down guidelines, promote acceptable behaviour and reassure the public. However, the central education message is anticipated to be delivered by way of a publicity campaign, focussing on alcohol as well as general healthy living themes; for example, there will be a more positive approach to the public message to promote healthier lifestyles in general, including exercise, diet and the effects of alcohol.

The Task Group felt that, if a healthier lifestyle could be adopted by parents, this may lead to an influence on the health of younger people. There are many factors such as weight, fitness, alcohol, healthy eating and smoking which may have some impact on anti-social behavioural issues. The Council already regularly assist the police in terms of publicity to all households within the District by way of features within the "Together Bromsgrove" magazine, published by the Council, in which space is automatically set aside for promotional material by the local Policing Division of the West Mercia Constabulary.

The 'alcohol free zones' within the District are merely another method of controlling anti-social behaviour. There is a common misconception that DPPO's make drinking alcohol in a designated area illegal; as can be seen from the above, they clearly do not. They simply give an officer the discretion to decide whether anti-social behaviour or public disorder may result from the consumption of alcohol. Their effectiveness depends, first of all, on whether they are correctly enforced and, secondly, on whether youth-related anti-social behaviour is being managed by the enforcement authorities. However, the Task Group considered that this misconception may work in favour of the enforcement authorities whereby people may *think* that it is illegal to drink within an 'alcohol free zone' because of the warning signs and threat of a fine.

The Task Group acknowledges that anti-social behaviour would be impossible to eradicate completely. However, Members believe that, from its investigations and findings, the multi-agency approach being taken by the District Council, Worcestershire County Council, the Police, Trading Standards and the Crime and Disorder Reduction Partnership is having a beneficial impact in combating youth-related anti-social behaviour.

REVIEW

The Anti-Social Behaviour and Alcohol Free Zones Task Group will reconvene in 12 months time in order to carry out a review of the outcome of its report, and to examine which, if any, of the recommendations were approved and implemented and the effectiveness of these actions.

As stated on page 3 of this report, the Task Group were very well aware that the subject matter for the overview and scrutiny investigation covered a large number of topics, and it was therefore essential that the information received and related discussions remained in accordance with the Terms of Reference. The Task Group considered that identifying the causes of anti-social behaviour was only one part of the process in tackling the problem. The work undertaken by the combined membership of the Crime and Disorder Reduction Partnership in addressing the anti-social behaviour problems at 'street level' is of more importance to the sense of community and well-being of residents of, and visitors to, the District.

Councillor C. B. Taylor

Chairman of the Anti-Social Behaviour and Alcohol Free Zones Task Group

Contact Officer

Name: Andy C. Stephens

Email: a.stephens@bromsgrove.gov.uk

Tel: 01527 881410

SCRUTINY EXERCISE SCOPING CHECKLIST

This form is to assist Members to scope the scrutiny exercise in a focused way and to identify the key issues it wishes to investigate.

When the Board decides to set up a Task Group to scrutinise a particular subject, the appointed Chairman of the Task Group should complete this checklist. Completed forms will be considered by the Board and by the Task Group as a whole at the Task Group's first meeting.

- General Subject Area to be Scrutinised:

Anti social behaviour in 11 to 17yr olds and use of alcohol free zones in the district of Bromsgrove

- Specific Subject to be Scrutinised:

To examine the causes of anti social behaviour in 11-17 yr olds, taking into account the Council policies and the public perception and definition of this problem; also to examine the use and effectiveness of AFZ looking into the impact on crime, public disorder, enforcement levels and the general effect of drinking in public places.

- Should the relevant Portfolio Holder(s) be invited to give evidence? **YES**
- Should any Officers be invited to give evidence? **YES**
If yes, state name and/or post title:

J.Godwin, Youth Officers, Sports development Officers, others as appropriate.

- Should any external witnesses be invited to give evidence? **YES**
If so, who and from which organisations?

Police, Social Services, Youth Groups, Sports Clubs

- Should the Task Group receive evidence from other sources other than witnesses? **YES**
If so, what information should the Task Group wish to see and from which sources should it be gathered?

To be decided by the Task Group

- Should a period of public consultation form part of the Scrutiny exercise? **YES**

If so, on what should the public be consulted?

To be decided by the Task Group

- Have other authorities carried out similar scrutiny exercises? **YES/NO***

If so, which authorities?

Unsure to be investigated

What were their conclusions and what can we learn from them?

- Will the Scrutiny exercise cross the District boundary? **YES/NO***

If so, should any other authorities be invited to participate?

A possibility that needs to be investigated

- Would it be appropriate to co-opt anyone on to the Task Group whilst the Scrutiny exercise is being carried out? **YES/NO***

If so, who and from which organisations?

To be decided by the Task Group

- What do you anticipate the timetable will be for the scrutiny exercise?

4 months maximum

- Approximate number of Task Group Meetings?

Unknown

Signed:

Kit Taylor

Chairman of behalf of the:

Anti social behaviour and Alcoholic free zones

Task Group

Date:

13.04.08

Please return completed forms to:

Della McCarthy
Committee Services Officer
Legal, Equalities and Democratic Services
Bromsgrove District Council

A list of those the Task Group consulted

The Task Group considered evidence from the following sources before making its recommendations:

Witnesses

Tony Love - Chief Inspector, West Mercia Constabulary
Dave Evans - Operations Manager, Worcestershire County Youth Strategy
Alan Ford - Service Leader, SPACE - Worcestershire County Young People's Substance Misuse Service

Officers

Emma Barton - Health Improvement Practitioner
John Godwin - Acting Head of Culture and Community Services
Graham Rocke - Community Safety Manager
Chris Santoriello-Smith - Senior Neighbourhood Warden
Sharon Smith - Principal Licensing Officer

Feedback

Wendy Taylor - Headteacher, St. John's Middle School, Watt Close, Bromsgrove
David Thurbon - Headteacher, Waseley Hills High School, School Road, Rubery
John Pardoe - Local resident

Written evidence

Emily Humphreys - Crime and Disorder Reduction Partnership (CDRP) / Bromsgrove Community Safety Partnership

Types of anti-social behaviour

The Home Office published a comprehensive list of the types of anti-social behaviour in "Defining and Measuring Anti-social Behaviour" (2004):

Misuse of public space

Drug / substance misuse and dealing:

- Taking drugs
- Sniffing volatile substances
- Discarding needles / drug paraphernalia
- Crack houses
- Presence of dealers or users
- Street drinking

Street drinking

Begging

Prostitution

- Soliciting
- Cards in 'phone boxes
- Discarded condoms

Kerb crawling

- Loitering
- Pestering residents

Sexual acts

- Inappropriate sexual conduct
- Indecent exposure

Abandoned cars

Vehicle-related nuisance and inappropriate vehicle use

- Inconvenient / illegal parking
- Car repairs in the street / in gardens
- Setting vehicles alight
- Joyriding
- Racing cars
- Off-road motorcycling
- Cycling / skateboarding in pedestrian areas / footpaths

Disregard for community / personal well-being

Noise

- Noisy neighbours
- Noisy cars / motorbikes
- Loud music
- Alarms (persistent ringing / malfunction)
- Noise from pubs / clubs
- Noise from business / industry

Rowdy behaviour

- Shouting and swearing
- Fighting
- Drunken behaviour
- Hooliganism / loutish behaviour

Nuisance behaviour

- Urinating in public
- Setting fires (not directed at specific persons or property)
- Inappropriate use of fireworks
- Throwing missiles
- Climbing on buildings
- Impeding access to communal areas
- Games in restricted / inappropriate areas
- Misuse of air guns
- Letting down tyres

Hoax calls

- False calls to emergency services

Animal-related problems

- Uncontrolled animals

Appendix 3

Acts directed at people

Intimidation / harassment

- Groups or individuals making threats
- Verbal abuse
- Bullying
- Following people
- Pestering people
- Voyeurism
- Sending nasty / offensive letters
- Obscene / nuisance 'phone calls
- Menacing gestures
- Can be on the grounds of:

Race

- Sexual orientation
- Gender
- Religion
- Disability
- Age

Environmental Damage

Criminal damage / vandalism

- Graffiti
- Damages to bus shelters
- Damage to 'phone kiosks
- Damage to street furniture
- Damage to buildings
- Damage to trees / plants / hedges

Litter / rubbish

- Dropping litter
- Dumping rubbish
- Fly-tipping
- Fly-posting

Summary of 'Alcohol Free Zones' within the Bromsgrove District

NAME OF ORDER	
LOCATION	DESCRIPTION
The District Council of Bromsgrove Designation Order (Various Locations) 2003	
Ryefields Road Recreation Area, Stoke Prior	Area of land to the rear of Stoke Prior First School, Doctors Surgery and Village Hall (OS Grid Ref.: 394427 267216 - 394554 267173)
Shaw Lane Recreation Area, Stoke Prior	Area of land adjacent 206 Shaw Lane (OS Grid Ref.: 394250 266339 - 394243 266407)
Hanbury Road Recreation Area, Stoke Heath	Area of land on the corner of Redditch Road and Hanbury Road (OS Grid Ref.: 394810 268375 - 394938 268485)
The District Council of Bromsgrove Designation Order (Various Locations) 2004 (No. 1)	
Worcester Road, Hagley	A.456 road, service roads and pavements (OS Grid Ref.: 390403 280494 - 390280 279991)
Church Street, Hagley	Road and pavement (OS Grid Ref.: 390333 280244 - 390126 280261)
Sweetpool Nature Reserve, Hagley	Area of land at Sweetpool Nature Reserve (OS Grid Ref.: 389620 279953 - 389694 279784)
Hagley Playing Fields, car parks, allotments, Community Centre and Library, Worcester Road, Hagley	Large area of land (OS Grid Ref.: 390003 280308 - 390374 280393)
Hagley Railway Station, car park and Station Drive, Hagley	Land at Hagley Railway Station (OS Grid Ref.: 390262 280517 - 390076 280437)
The District Council of Bromsgrove Designation Order (Various Locations) 2004 (No. 2)	
St. Chads Park, New Road, Rubery	Area of land forming park (OS Grid Ref.: 398779 277037 - 398971 277223)
Callowbrook Public Open Space, Brook Road, Rubery	Area of land between Hillview Road and Callowbrook Lane (OS Grid Ref.: 398098 277650 - 398595 277322)
Alleyway between Meadowfield Road, and Belmont Road, Rubery	Alleyway (OS Grid Ref.: 399075 276781 - 399113 276849)

Appendix 4

The District Council of Bromsgrove Designation Order (Various Locations) 2004 (No. 4)	
Recreation Ground, Braces Lane, Catshill	Area of land forming recreation ground, car park and approaching pathways (OS Grid Ref.: 397219 274223 - 397085 274314)
Recreation Ground, Lingfield Walk, Catshill	Area of land from Aintree Close, following footpath to Birmingham Road and to the north following the boundary of the housing estate (OS Grid Ref.: 396419 274139 - 396920 274295)
The District Council of Bromsgrove Designation Order (Various Locations) 2004 (No. 5)	
Land at Drakes Cross and Hollywood	Area of land from Silver Street, north to May Lane, east along Shawhurst Lane (including Shawhurst Croft), south via Little Trueman's Heath Farm to Houndsfield Lane, and west to Wythall House, Silver Street (OS Grid Ref.: 407437 276206 - 409104 277163)
The District Council of Bromsgrove Designation Order (Various Locations) 2005 (No. 1)	
Land at Belmont Road and junction with Rednal Hill Lane, Rubery	Roads and pavement incorporating Belmont Road and the junction with Rednal Hill Lane (OS Grid Ref.: 399020 276726 - 399185 276760)
The District Council of Bromsgrove Designation Order (Various Locations) 2006 (No. 1)	
Recreation Ground, Stoke Road, Aston Fields	Area of land forming recreation ground, service road and parking area (OS Grid Ref.: 396577 269605 - 396453 269454)
The District Council of Bromsgrove Designation Order (Various Locations) 2007 (No. 1)	
Bromsgrove Town and surrounding areas	Bromsgrove Town Centre and its immediate environs (From Whitford Road, encompassing Sanders Park; to the north: Bromsgrove Cemetery, Recreation Ground to Stourbridge Road junction with Santridge Lane, All Saints Road to All Saints Church; and to the south: Hanover Place, The Crescent, College Road, Stratford Road to its junction with Blackwood Road, NEW College and south of The Council House to Burcot Lane (OS Grid Ref.: 396632 271481 - 394809 270424)
The District Council of Bromsgrove Designation Order (Various Locations) 2007 (No. 2)	
New Road, Rubery, and Library Way, Rubery	Roads and pavements along New Road, and incorporating Library Way and land on the southern side of Callowbridge Road (OS Grid Ref.: 398435 277091 - 399045 277355)
The District Council of Bromsgrove Designation Order (Various Locations) 2008 (No. 1)	
Land at various locations in Alvechurch	Land forming the village of Alvechurch (OS Grid Ref.: 401874 273166 - 402934 272283)



**This guide can be provided in
large print, braille, CD, audio tape and
computer disc.**



Bromsgrove
District Council
www.bromsgrove.gov.uk



Legal, Equalities and Democratic Services

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BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

3RD FEBRUARY 2009

REVIEW OF THE CCTV CODE OF PRACTICE

Responsible Portfolio Holder	Councillor Mrs. J. M. L. A. Griffiths
Responsible Head of Service	Mr. M. Bell, Head of Street Scene and Community

1. SUMMARY

- 1.1 To present to the Overview Board the updated CCTV Code of Practice and request their consideration, prior to approval at Cabinet.

2. RECOMMENDATION

- 2.1 Members' views are requested on the attached CCTV Code of Practice.
- 2.2 Members are specifically requested to consider:
- the Objectives of the system listed in section 1.2.3 to ensure they are sufficient and complete;
 - whether or not insurance companies should be given access to images on written request (section 4.2.7);
 - expansion of services and decide if a limit should be set as to what could be monitored privately or outside the district (section 2.1.3)
 - the process for making decisions on new camera locations as per section 2.4.2, and the delegation for those decisions to be made.

3. BACKGROUND

- 3.1 Bromsgrove District Council has a responsibility to produce a CCTV Code of Practice to ensure; the CCTV Scheme is operated fairly and within the law, the images captured are usable and reassurance is given to those whose images are being captured.
- 3.2 This attached document has been written using 'Best Practice' guidance notes from the information Commissioner's Office. This is to ensure that use of the system complies with the Data Protection Act. It replaces the Bromsgrove District Council CCTV Code of Practice produced in 2005, however although followed in principal, the Code of Practice was not formally endorsed by elected members.
- 3.3 In the process for developing the new Code of Practice, officers have placed a report in the Forward Plan in March 2009, following a review being completed by the Overview Board.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications contained within this report, and by adopting the Code of Practice 2009 to 2012, members will be formally recognising the current level of service delivery.

5. LEGAL IMPLICATIONS

- 5.1 Legislation covering CCTV is found within a number of acts of Parliament, the most predominant being The Data Protection Act 1998. This Code of Practice was written with consideration given to Human Right Act 1998, Regulation of Investigatory Powers Act 2000, Freedom of Information Act 2000.

6. COUNCIL OBJECTIVES

- 6.1 The CCTV Code of Practice contributes to the Council Priority 'Sense of Community and Well being', working with Community Safety Partners to reduce crime, antisocial behaviour and the Fear of Crime. It also contributes to the Councils Vision and the Values, supporting the principals of Leadership, Partnership working and Equality.

7. RISK MANAGEMENT

- 7.1 There are no risks associated with the adoption of the Code of Practice however Members should be aware that if it is not adopted and followed there is a risk of contravening The Data Protection Act 1998, Human Right Act 1998, Regulation of Investigatory Powers Act 2000, Freedom of Information Act 2000.

8 CUSTOMER IMPLICATIONS

- 8.1 There are no Customer implications contained within this report, however by formalising the processes followed within this service it ensures that all partners are clear as to how and why the service operates and how it deploys its resources.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

- 9.1 An Equalities Impact Assessment has been completed for the Code of Practice, which will be monitored through the Equalities & Diversity Forum.

10. VALUE FOR MONEY IMPLICATIONS

- 10.1 By formally endorsing the CCTV Code of Practice, it demonstrates that Bromsgrove District Council will ensure that future plans for the Control Room and resources are included in the relevant strategic plans and is measured against a robust operational framework.

11. OTHER IMPLICATIONS

Procurement Issues - None
Personnel Issues - None
Governance/Performance Management - None
Community Safety including Section 17 of Crime & Disorder Act 1988 - CCTV supports the Crime and Disorder Reduction Partnership and joint delivery plans.
Policy The Local Government & Public Involvement in Health Act 2007 - None
Environmental - None

12. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	Yes
Chief Executive	Yes
Executive Director (Partnerships & Projects)	No
Executive Director (Services)	Yes
Assistant Chief Executive	Yes
Head of Service	Yes
Deputy Head of Service	Yes
Head of Financial Services	Yes
Head of Legal, Equalities & Democratic Services	Yes – Senior Solicitors also consulted.
Head of Organisational Development & HR	Yes
Corporate Procurement Team	No

Equalities Officer – F Scott

Information Access Officer – C Ziemski

13. WARDS AFFECTED

All Wards.

14. APPENDICES

Appendix 1 - Bromsgrove District Council CCTV Code of Practice.

15. BACKGROUND PAPERS

Information Commissioner's Office CCTV data protection Code of Practice

Contact officer

Name: Rachel McAndrews CCTV and Lifeline Office

E Mail: r.mcandrews@bromsgrove.gov.uk

Tel: (01527) 881614



Bromsgrove
District Council

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CCTV Operation Code of Practice



1. Introduction

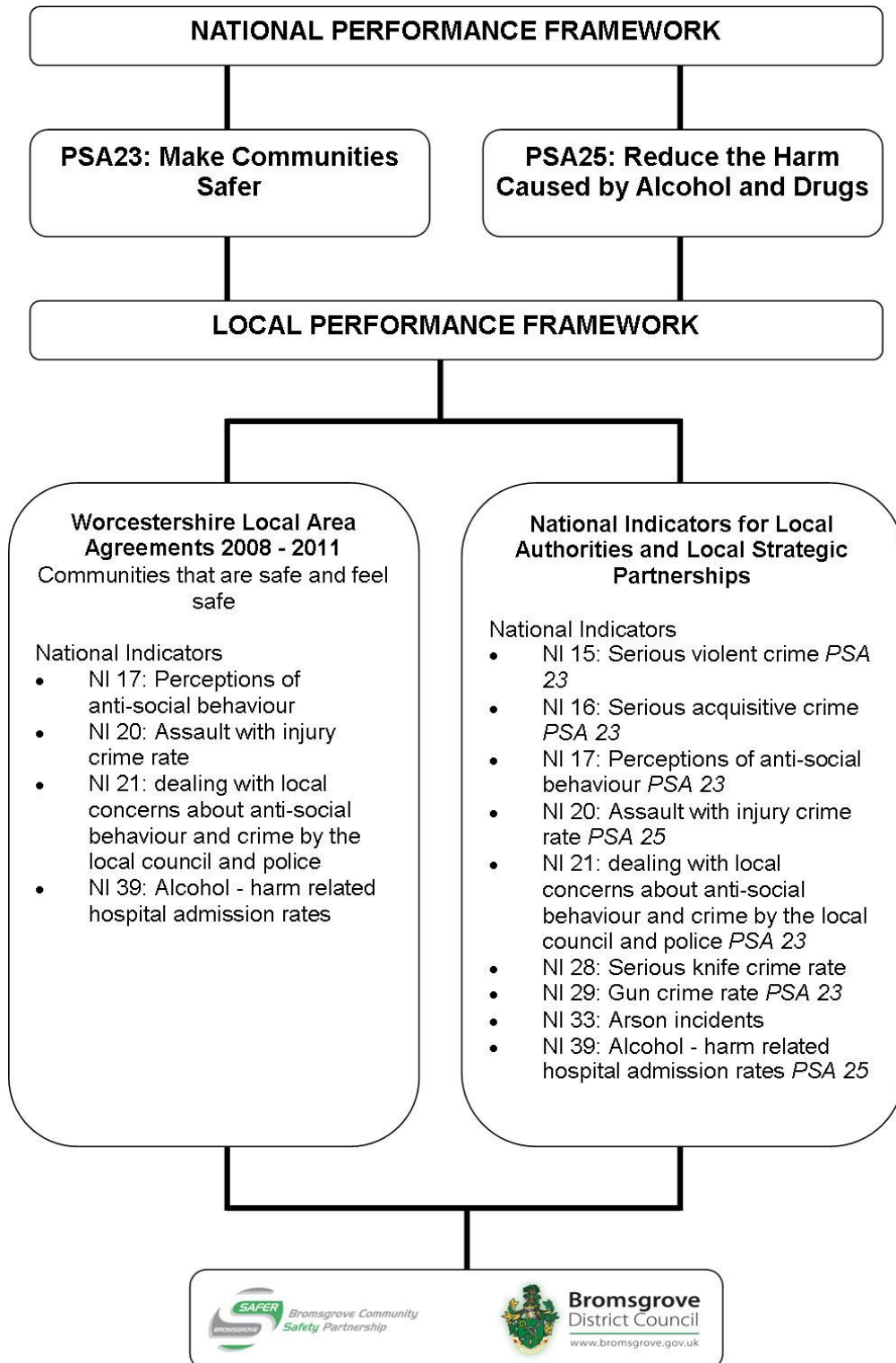
1.1 Objectives of the Bromsgrove District Council CCTV Code of Practice

- 1.1.1 The objective of this Code of Practice is to provide guidance on the correct deployment of Closed Circuit Television (CCTV) within the Bromsgrove District.
- 1.1.2 When new camera locations are considered, this document will be used as a guide for risk assessment, process, decision making, and to ensure that The Council remains within the law, best practice is followed and the best results are achieved.
This Code of Practice has been developed to ensure the best use of resources, ensure the images produced are fit for purpose (see Objectives) and that they are used appropriately in accordance with the Data Protection Act.
- 1.1.3 This document has been written following Consultation with The Community Safety Partnership and Members of Bromsgrove District Council. It is supplemented by a separate procedure manual which offers instructions on all operational aspects of the System. To ensure the purpose and principles of the CCTV system are realised, the manual is based upon the contents of this Code of Practice. The Manual is amended and updated on a regular basis as new Control Room Procedures come in to practice.
- 1.1.4 This Code of Practice will be reviewed every 3 years, or sooner, following a significant occurrence, change to the CCTV scheme, a change in legislation or a change in industry best practice.
- 1.1.5 This document will be available to member of the public on request and via the Bromsgrove District Council website. This will also include a summary version.
- 1.1.6 Bromsgrove District Council may from time to time enter into agreement to monitor CCTV cameras owned by other organisations. This will only be undertaken following a complete operational and business risk assessment. Monitoring of those cameras will follow guidance from the respective Authority's Code of Practice. However their operational principals must match those set in this document.

1.2 Objectives and benefits of the CCTV System

- 1.2.1 The Bromsgrove District Council CCTV System followed the formation of a partnership between Bromsgrove District Council, the Police, Neighbourhood Watch, the local Residents Associations, Parish Councils and Chamber of Commerce and the original scheme was funded by a government grant.
- 1.2.2 CCTV priorities are derived from the specific local needs of Bromsgrove District Council and Bromsgrove Community Safety Partnership through its

CDRP tasking group. Moreover, the operations of CCTV do help address the local and national performance frameworks. The diagram below show how CCTV is influenced by and contributes towards addressing national and local performance frameworks such as Worcestershire’s Local Area Agreements.



1.2.3 The System and its objectives are registered at the Information Commissioners Office.

- to help reduce the fear of crime;
- to help deter crime, detect crime and prevent crime;
- to assist in the apprehension and identification of offenders;
- to produce evidence relevant to the prosecution of offenders;
- to enhance community safety, boost the economy and encourage greater use of the town centre / shopping centre, etc;
- to assist the Local Authority in its enforcement and regulatory functions.
- for the maintenance of Public Order
- to provide information for traffic management

1.3 General Principals of the CCTV system

1.3.1 The System will be operated fairly, within the law, following all relevant legislation and only for the purposes for which it was established or which are subsequently agreed in accordance with this Code.

1.3.2 Acknowledging the responsibility of a Public Authority, the Bromsgrove District Council system will be operated in accordance with all the requirements and the principles of the Human Rights Act 1998. The system will be operated with due regard to the principle that everyone has the right to respect for his or her private and family life and their home.

1.3.3 Privacy zones will be used where appropriate to screen private dwelling windows from the camera view, all operators will be trained in appropriate viewing, and be required to justify their decision to view or record an individual, group or property. When a camera is not being controlled by an Operator the camera will be left to tour in pre-set positions.

1.3.4 Where concerns about intrusion are expressed by an individual or group the concern will be investigated and appropriate action taken in line with Bromsgrove District Council Customer Service Standards.

1.3.5 The operation of the system will also recognise the need for formal authorisation of any 'Directed' surveillance or crime trend (hotspot) surveillance as required by the Regulation of Investigatory Powers Act 2000 and the Police Force policy, and will abide by the Bromsgrove District Council 'Regulation of Investigatory Powers Act 2000 Policy'.

1.3.6 The system will be operated in accordance with the Data Protection Act at all times.

1.3.7 Copyright and all recorded material will remain the property of Bromsgrove District Council.

- 1.3.8 Bromsgrove District Council is the Data Controller for the information belonging to Bromsgrove District Council. Where information is owned by a third party Bromsgrove District Council will be the data Processor.
- 1.3.9 Where cameras are monitored for other organisations and authorities, the Client will have their own Code of Practice based on the operational principals of this Code. Any agreements will be covered by a comprehensive Service Level Agreement to ensure Operational Continuity.

1.4 Equalities Statement

- 1.4.1 This Code is intended to operate within the Council's Equality and Diversity Policy as described in the Inclusive Equalities Scheme. The Bromsgrove CCTV System shall be operated with respect for all individuals, recognising the right to be free from inhuman or degrading treatment and avoiding discrimination on any ground such as sex, gender (including trans-gender), sexual orientation, race, colour, language, religion, political or other opinion, nationality, national or ethnic origin, disability, age, association with a national minority, property, birth or other status.
- 1.4.2 CCTV operatives will receive training on Equality and Diversity to ensure they understand their responsibility.
- 1.4.3 Equality Impact assessments will be carried out as part of a three year rolling program, assessing the fairness of the service and associated policies and procedures

1.5 Control Room Services

- 1.5.1 Bromsgrove District Council monitors 95 Bromsgrove District Council cameras, 17 cameras located in and owned by Wyre Forest, and 5 Automatic Number Plate Recognition Cameras owned by West Mercia Police Force.
- 1.5.2 The CCTV Control Room also Houses the Lifeline Monitoring Stations and provides an Out of Hours call handling Service for Bromsgrove District Council, Bromsgrove District Housing Trust and Highways. CCTV and Lifeline are part of the Community Safety department, which sits within Street Scene and Community.
- 1.5.3 Control Room services will not diversify without consultation and agreement from members.

2 Expansion, Selecting and Sighting the cameras

2.1 Strategic Aims

- 2.1.1 The aim of the CCTV Scheme is to continue to work with and support the priorities of the Council, the Police and other Community Safety Partnership Agencies.
- 2.1.2 It will also assist in the reduction of the fear or crime within the district
- 2.1.3 In future the Control Room may look to generate income through commercial activity to offset the costs of CCTV and generate funds for scheme expansion. However this will only be considered following robust business risk analysis and not to the detriment of existing services.

2.2 Finance

- 2.2.1 Expansion of the scheme, requests for new cameras and changes to CCTV camera locations will be assessed on a case by case basis and funding requirements will be considered within the Bromsgrove District Council budget process and Medium Term Financial Plan.
- 2.2.2 Bromsgrove District Council will also explore opportunities for additional funds where possible.

2.3 Procurement

- 2.3.1 All purchases will be carried out following the Bromsgrove District Council Procurement Policy.
- 2.3.2 Upgrades to all equipment will be considered on a ten year rolling program to ensure the system and quality of image remains fit for purpose

2.4 Camera Location

- 2.4.1 Cameras are located with the following areas; Bromsgrove Town Centre, Alvechurch, Astonfields, Barnt Green, Hagley, Rubery, and Wythall
- 2.4.2 Proposal for a new camera location/scheme will be made by Council Members or members of the Community Safety Partnership, in the form of a written submission, to the Deputy Head of Street Scene and Community Service and to the Portfolio holder for Community Safety, for consideration and consultation.
- 2.4.3 Assessment must be made as to whether CCTV is the most appropriate method to resolve the issue raised, or could other strategies be used i.e. better lighting, neighbourhood warden involvement, diversionary activity, improved planning or design of area.
- 2.4.4 Locations will be carefully chosen following consultation with Community Safety partners and the Planning department. Analysis of the purpose of the camera and type of images required, the issues to be addressed, survey of

the suggested locations taking to account geographical location, technical specification (pan, tilt, zoom, infra red, lens size), power supply, Cabling, Lighting, economical/efficiency/cost issues, privacy issues, surrounding buildings and vegetation, to ensure the images are of the appropriate quality.

2.5 Project management

2.4.1 All projects will be managed appropriately according to their size, following Project Management Best Practice guidelines.

3. The equipment

3.1 Image quality

3.1.1 It is vital the images are of a suitable quality for the purpose for which the system is installed. The stored images are checked on a monthly basis to ensure they are fit for purpose.

3.1.2 The date and time will be checked regularly for accuracy

3.1.3 The Control Room equipment and Cameras will be covered by a comprehensive Maintenance Contract.

3.1.4 Steps will be taken to ensure that cameras are protected from Vandalism.

3.1.5 Systems will be in place to ensure that footage will not be inadvertently corrupted.

3.2 Audio

3.2.1 Audio capability is not part of the Bromsgrove District Council CCTV camera Scheme.

3.2.2 Audio will not be listened to or recorded from the public spaces monitored by the CCTV Cameras. This facility will not be employed.

3.2.3 Should 'help points' or 'public address systems' be installed in the future this will be carried out following the principals of section 2 of this document

3.3 Maintenance

3.3.1 Systems will be in place to ensure camera and recording faults do not go unnoticed.

- 3.3.2 A maintenance contract will be in place and reviewed every 3 years using the Bromsgrove District Council Procurement Policy.
- 3.3.3 Maintenance issues will be reported to the Maintenance Contractor immediately by Control Room Operators and response times monitored in accordance with the contract.
- 3.3.4 All maintenance issues will be recorded for audit and analysis purposes.
- 3.3.5 Any unresolved maintenance issues or unavoidable delays will be reported to the manager.

3.4 Equipment Use

- 3.4.1 The Equipment will only be used by trained, SIA Licensed employee of Bromsgrove District Council.
- 3.4.2 Each employee will be given a detailed instruction in line with this Code of Practice.
- 3.4.3 Checks will be made to ensure procedures are adhered to.

4 Effective Administration

4.1 Responsibility for the Control of Images

- 4.1.1 The Council has responsibility for the images and a legal obligation to ensure that images are only released in accordance with this document and must ensure compliance with the Data Protection Act 1998
- 4.1.2 Copyright of all images whosoever recorded and stored will remain the property of Bromsgrove District Council, except those images produced from cameras owned by third Party Organisations.
- 4.1.3 The scheme will be included in the Council's registered entry with the Information Commissioner's office.

4.2 Access to Images

- 4.2.1 Images will only be used for the purposes defined in this Code of practice.
- 4.2.2 Access to images will only take place in accordance with this Code of practice. Detailed instruction will be provided to those that have access to the images, see section 7.2 and 7.3.
- 4.2.3 Public showing of recorded material will only be allowed in compliance with Police needs connected with an investigation and only then in accordance with the Codes of Practice of The Police and Criminal Evidence Act 1984.

No recorded material will be sold or released to the Media for commercial purposes or provision of entertainment.

- 4.2.4 Recorded images will only be released to Police Officers, duly authorized Police or Council Staff (e.g. Police Community safety Officers, Police Complaints Authority, Civilian Statement Takers, Enforcement Officers).
- 4.2.5 The processing of images will take place within a secure building with restricted access.
- 4.2.6 Other Agencies with Prosecution powers such as Customs and Excise or Health and Safety Executive may make requests for evidence through the scheme Owners. Requests must be made in writing to the CCTV and Lifeline manager.
- 4.2.7 Requests to review and provide footage for insurance claim purposes will be reviewed on a case by case basis by the CCTV and Lifeline Manager and the Information Access Officer. The decision to release data will be made considering the Data Protection Act and the Freedom of Information Act.
- 4.2.8 Where members of the public require access to images, requests may be considered using Subject Access Request (see section 7.2) or Freedom of information (see section 7.3)

4.3 Image Control and storage

- 4.3.1 A catalogued library of high quality recorded media will be maintained. It will be secured in the CCTV Control Room to ensure there is no unauthorized access or accidental damage. Access will be restricted to Control Room Operators and CCTV manager.
- 4.3.2 An audit trail will be maintained for every use, viewing, seizure erasure and destruction. The Procedure Manual contains detailed instruction for every media transaction.
- 4.3.3 All recorded material will be available for 31 days, then electronically cleared and cleaned prior to recording or destruction.
- 4.3.4 Live images will be shared with the West Mercia Constabulary at Hindlip Head Quarters, these images will only be recorded at Bromsgrove District Council Control Room.
- 4.3.5 Video prints may be taken from live images or recorded footage. All video prints will be catalogued detailing the date produced, reason for production and destruction date. Ownership and Copyright of Video prints remain with Bromsgrove District Council.

5 Operational Guidance

5.1 Referral of an incident

- 5.1.1 During monitoring the CCTV Cameras, the Operator see an incident which involves, or appears to involve, criminal activity or other activity requiring Police attention, they will immediately alert the Police Call Management Centre (CMC) and link through pictures of the incident. The Police will immediately assume responsibility for investigating the incident and deciding upon all further action to be taken.
- 5.1.2 The Operator will log the details of the incident, time, date, location, details of what was seen, action taken and conclusion and any other relevant information.
- 5.1.3 If, during monitoring, an operator sees an incident which does not involve, or appear to involve, criminal activity (traffic congestion, damage or obstruction) the Operator will alert the appropriate Agency whose responsibility it will be to investigate the report and take all necessary remedial action.
- 5.1.4 The Control Centre Staff will log the details of the incident in 5.1.2

5.2 Police Use of Recorded Material

- 5.2.1 When the Police have reasonable cause to believe that an incident has been recorded which involves, or may involve, criminal activity, public disorder or antisocial behaviour, a Police Officer will be handed the recorded material by Control Centre staff, against signature and in accordance with the strict CCTV procedures.
- 5.2.2 All recorded material which has been viewed by an 'Investigating Officer' or a 'Disclosure Officer' of a statutory prosecuting agency under The Criminal Procedures and Investigations Act 1996, shall be classified as either 'evidential material' or 'potential unused material'.
- 5.2.3 The recorded material will then be released by the CCTV Control Room, but ownership and copyright remains with the Bromsgrove District Council as owners. The recorded material shall at no time be used for anything other than the purpose specified and identified when the recorded material is released by the CCTV Control Room to the Police.
- 5.2.4 For any recorded material to be used as evidence in any criminal proceedings, there must be evidence of continuity of handling of the recorded material from the time it was first brought into use in the CCTV Control Centre to its production in Court as evidence. The Control Room procedures shall ensure this continuity is maintained.
- 5.2.5 Any recorded material released from the CCTV Control Centre to the Police will be placed in a sealed evidence bag by Control Centre staff before it is removed from the CCTV Control Centre. The recorded material will be kept secure at all times thereafter and will be recorded and dealt with in accordance with Police procedures.

- 5.2.6 The recorded material exhibited in Court as evidence must be the master copy of the recording. There must be no editing, either by cutting or splicing or recording from other sources. However, while the master of the recorded material is in Police possession, Police may take one working copy of the recorded material and a second copy of the recorded material to be used as disclosure material to the defence.
- 5.2.7 Where recorded material is passed to the defence, they will be required to sign a statement acknowledging that the information is subject to the Data Protection Act and that the copyright is owned by Bromsgrove District Council.
- 5.2.8 At the conclusion of the use of any recorded material the Police will return it to the Control Room, where it will be returned following the CCTV procedure Manual, wiped clean and reused or destroyed. However the Court may direct that it should be destroyed instead of being handed back to the Owners.

5.3 Council Use of Recorded Images

- 5.3.1 A Council Officer may ask the CCTV Manager to view recorded images of a specified incident which does not involve, or appear to involve, criminal activity but which may involve the Council services for which the Officer is responsible for enforcement and regulatory functions. This request may arise because;
- during monitoring, a Control Centre staff has seen the incident and alerted the relevant Council Officer.
 - the Council Officer is made aware of incidents by any other means.
 - Directed Covert Surveillance has been authorised following the process as per the Bromsgrove District Council RIPA Policy
- 5.3.2 A log will be kept in the Control Centre of any such viewings.
- 5.3.3 No other viewings by Council Members or Officers will be permitted.
- 5.3.4 All recorded material which has been viewed by an 'Investigating Officer' or 'Enforcement Officer' shall be classified as either 'evidential material' or 'potential unused material'.
- 5.3.5 If a copy of such material is requested it may be produced for the Officer and they must sign to ensure it's security, confidentiality and the purpose for which it has been seized. Master should also be seized as it may be required for court proceedings.
- 5.3.6 The Copyright and ownership will remain with Bromsgrove District Council and shall at no time be used for anything other than the purpose specified and identified when the recorded material is released to the Officer.

5.3.7 Any recorded material released from the CCTV Control Centre to the Officer must be kept secure in a locked cabinet at all times thereafter and returned to the Control Room for cleaning or destruction immediately it is no longer required.

Performance Management

6.1 Data

6.1.1 All incident details are recorded on an electronic incident Management System. This allows year on year comparison of the performance and level of activity monitored.

6.1.2 Figures will be collated monthly and specifically the number of incidents, Crime related incidents, Incident initiated by CCTV and number of arrests will be monitored.

6.1.3 An annual report will be produced and circulated to Councillors, Community Safety Partners and available on the website.

This report will include;

- An overview of the year
- Total Number of Incidents
- Total Number of reviews carried out
- Total Number of incidents resulting in tape seizures
- Total Number of tapes seized
- Total Number of tapes returned
- Total Number of incidents resulting in arrests
- Total Number of arrests made
- Total Number of Calls from shop/pub radio links
- Total Number of Incidents initiated through CCTV observation
- A break down of performance by each camera zone
- A maintenance report
- A look forward to the oncoming year, including any proposed changes to the scheme, and the aims and objectives.

6.2 Period Review

6.2.1 The CCTV scheme will be reviewed every **5 years** to ensure it is meeting it's objectives and purpose.

6.2.2 The review will be carried out by the CCTV and Lifeline Manager and Deputy Head of Street Scene and Community Services.

7 Public Engagement

7.1 Signage

7.1.1 Members of the public are informed that CCTV is present by the use of signage on entry to space being monitored. The signage is appropriately sized according to its location and contains the Bromsgrove District Council Customers Service Centre number for any enquires. The signage clearly states that Bromsgrove District Council are the owners of the system.

7.2 Subject Access Request

7.2.1 Individuals whose images have been recorded have a right of access, which usually involves being provided with a copy of the images. On receiving a Subject Access Request, appropriate identification and a fee of £10, images will be provided within 40 days. Where images can not be provided the individual will be informed within 40 days.

7.2.2 There is a leaflet available informing members of the public how to apply for access to images of themselves, and a form which must be completed.

7.2.3 If footage produced could be used to identify other persons then they must be obscured or their permission granted.

7.2.4 Bromsgrove District Council may deny access to images if it is not possible to produce them, or producing them would involve disproportionate effort or if not satisfied of the identity of the enquirer. Access may also be denied if giving the information could prejudice the prevention/detection of a crime or the apprehension and prosecution of offenders.

7.2.5 Footage will be provided in an appropriate format. In some circumstances it may be possible to arrange for a viewing of relevant material.

7.2.6 Subject Access Requests will be coordinated by the CCTV and Lifeline Manager and Information Access Officer.

7.3 Freedom of Information

7.3.1 As a public Authority Bromsgrove District Council have a responsibility to respond to Freedom of Information requests.

7.3.2 Any such requests must be made in writing to the CCTV and Lifeline Manager or the Information Access Officer. The Council has 20 days to provide the information subject to any exemptions.

7.3.3 If the information required is about the requester themselves the request should be treated as a subject access request and the relevant form completed.

7.3.4 Images of other people who can be identified are classed as personal data under the principals of the Data Protection Act, and will not be disclosed.

7.4 Comment and complaints

7.4.1 All complaints, queries and comments from members of the public will be handled according to Bromsgrove District Council Customer First Policy. This will be available to the Public in a leaflet 'Your Council – Your Services'

7.5 Interpretation

7.5.1 This document can be explained by an interpreter or translated if required.

7.6 Consultation

7.6.1 Public Feedback will be sought via the CAA Place Survey, the West Mercia Constabulary Crime Survey and the Bromsgrove House Survey.

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BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

3RD FEBRUARY 2009

REVISED JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY

Responsible Portfolio Holder	Councillor Mrs. M. A. Sherrey JP
Responsible Head of Service	Head of Street Scene and Community

1. SUMMARY

- 1.1 As requested at the last Overview Board meeting on 6th January 2009, this report updates Members on progress of the Joint Municipal Waste Resource Management Forum in revising the Joint Municipal Waste Management Strategy. It will be recommended that Cabinet endorses the strategy, subject to modification made following the current public consultation.

2. RECOMMENDATION

- 2.1 That Overview Board requests that the Cabinet endorses the strategy subject to modifications made following public consultation.

3. BACKGROUND

- 3.1 The Joint Municipal Waste Management Strategy for Herefordshire and Worcestershire was developed by the Joint Waste Resource Management Forum. It was adopted by all the County and District Councils within the two counties in 2004. This strategy set down for the first time how all the Councils would work together in a coordinated manner to reduce the amount of waste being land-filled.
- 3.2 The present strategy, "Managing waste for a brighter future" was developed at a time when the amount of municipal waste collected and disposed of was increasing year on year. The strategy was founded on six key principles from which emanated eighteen key policies and eight specific targets. Applying the waste hierarchy, the strategy focused on restricting waste growth, increasing recycling and composting and reducing the amount of waste treated and ultimately disposed of to land-fill. The uppermost concern in producing this strategy was to meet restrictions on land-filling of municipal waste introduced under the Landfill Allowance Trading Scheme. Substantial financial penalties are incurred if restrictions are exceeded.
- 3.3 An integrated collection and disposal system known as the "Vision for Waste Collection" was central to future joint working. In this system, collection authorities would collect comingled dry recyclables and

residual refuse from each household on alternate weeks. Comingled dry recyclables will be processed in an automated recycling facility, EnviroSort, currently under construction at Norton near Worcester. It was planned that residual waste would be treated using an autoclave process capable of reducing its bulk and producing a usable fibre by-product. Planning permission was gained for autoclave plants at Hartlebury and Madley but it has not proved possible to conclude a satisfactory contractual arrangement to construct them.

- 3.4 This Council's recycling and waste management performance has improved steadily each year since we introduced district wide kerbside recycling and green garden waste collections in 2004. Our current recycling rate is forecast at almost 43% this year and the amount of residual waste we collect is reducing. Other Councils in Herefordshire and Worcestershire have also made substantial improvements which means that levels of municipal waste across the two Counties have begun to fall in recent years. Significant issues remain however, especially in relation to treatment and disposal of residual waste to meet future restrictions on land-filling.
- 3.5 The original strategy contained a commitment to regular formal review on a three yearly basis recognising the dynamic nature of both waste management legislation and technology. The Joint Waste Resource Management Forum commenced its review of the strategy in 2006 which has taken longer than originally anticipated due to delays in the refresh of overarching national government strategy.
- 3.6 Since the original strategy was developed and adopted, government has refreshed national waste strategy with the publication of Waste Strategy for England 2007. This focuses much more on the contribution made by waste collection, treatment and disposal to climate change. It also set out to break the link between economic growth and the growth in waste production, by seeing waste as a resource from which value can be derived. Targets for recycling, diversion of waste from land fill and recovery of value from waste set out in Waste Strategy for England are now more demanding than those established previously. The draft revised joint strategy takes on board this revised national position.
- 3.7 Since 2004, the issue of climate change has become of increasing concern and importance. Councils in Herefordshire and Worcestershire have adopted robust policies and strategies to meet obligations and targets placed upon them to contribute towards reducing their emissions of greenhouse gases and to mitigating the effects of climate change. New National Indicators require councils to measure their performance in relation to greenhouse gas emissions and adapting to climate change.
- 3.8 Statutory Guidance has been issued by central government on the production of joint municipal waste management strategies subsequent to the adoption of our original joint strategy. These strategies have also become subject to assessment in accordance with Strategic

Environmental Impact Assessment legislation. These requirements have meant that it has been necessary to change the format of the strategy, which is also of considerably greater size.

- 3.9 The draft revised strategy now comprises a Headline Strategy (attached at Appendix 1) and a series of detailed supporting Annexes as detailed within the appendices. Please note that this have not yet been finalised:

Annex A	Waste Growth projections (Draft)
Annex B	Waste Prevention Options Appraisal (Draft)
Annex C	Recycling & Composting Options appraisal (Draft)
Annex D	Residual Waste Options Appraisal (Draft)
Annex E	Scoping Report to inform Strategic Environmental Assessment (Draft)
Annex F	Strategic Environmental Assessment (Draft)
Annex G	Where are We Now (Draft)
Annex H	Feedback from public consultation & how the strategy was developed (Not yet complete)
Annex I	Action Plan (Not yet complete)
Annex J	Glossary and abbreviations (Draft)

- 3.10 The draft revised strategy builds upon the strengths and successes of the original strategy. Commitment to the waste hierarchy remains a key principle. This is reflected in policies focusing on reducing the amount of waste arising, increasing the proportion recycled and from which value is derived and minimising the amount of waste that is land-filled. These are described in more detail in Annexes B, C and D.

- 3.11 The “Vision for waste collection” has been replaced by a policy of providing a core service to all households of kerbside services for commingled recyclables and residual waste together with additional services for other waste streams that may be provided on a charged for basis. The previous blanket approach of alternating weekly collections has been replaced with a focus on waste reduction being achieved by all authorities increasing the amount recycled and restricting either residual waste collection frequency and/or container capacity.

- 3.12 The prescriptive approach to treatment of residual waste by an autoclave process has been removed from the draft revised strategy. There is now a new policy to increase diversion away from land fill supported by Annex D which provides a detailed appraisal for waste treatment options capable of increasing the value derived from the residual waste stream. The options appraisal in this Annex will inform the method for future

treatment of residual waste, proposals for which are expected to come forward from the Waste Disposal Authorities' contractor during the first half of 2009. The robustness of the strategy is important in supporting necessary applications for planning consent.

- 3.13 Targets within the draft revised strategy are presented on a pooled basis, aligned to the Worcestershire Local Area Agreement to which this Council is already committed. Each partner Council will have an identified contribution to meeting these targets which will, where necessary be reflected in an action plan for delivery of the strategy. This action plan is currently being drafted and will be presented for adoption with the final revised strategy following public consultation. This Council's contribution to meeting the pooled 43% recycling target by 31st March 2014 is already in place and will be further improved when co-mingled collections are introduced within the next 12 months.
- 3.14 Endorsement of this consultation draft revised strategy is being sought from all member Councils of the Joint Waste Resource Management Forum.
- 3.15 A verbal update of the results of the consultation will be given at the Cabinet meeting in April.

4. CONSULTATION

- 4.1 For the revised joint strategy to be credible and robust, it is essential to be able demonstrate that it has been subject to rigorous, extensive and properly balanced consultation with the public and interested parties. The Joint Waste Forum has adopted a sequential, structured approach using an initial series of focus groups to identify key issues that will then be explored and quantified through a sample survey. This will provide balanced and statistically valid feedback on the consultation draft enabling final refinement of the strategy document to fully reflect the views expressed by consultees. The sequential approach has been selected as this ensures that partners have opportunities at a number of stages to endorse the evolving document reducing risks of non-adoptions of the final strategy.
- 4.2 The consultation exercise will concentrate on the changes to the strategy arising from the review process. In particular this will focus on how the revisions have addressed the issue of climate change which has become of much greater significance since the original strategy was adopted (and on which many Forum partners have now taken robust policy positions). There will also be a focus on how the revised strategy has responded to the challenges posed in Waste Strategy for England 2007. It is not intended to consult upon aspects of the strategy that have not changed.
- 4.3 Independent specialists with appropriate knowledge and expertise in consultation on waste and environmental matters have been engaged to lead this process. Support will be provided through existing technical and

communications resources. The consultation process and timetable agreed by the Joint Waste Forum is set out at Appendix 2.

4. FINANCIAL IMPLICATIONS

- 4.1 In the medium term there are no further financial implications from this report. This Council has already included capital bids for different vehicles and new containers to facilitate the introduction of co-mingled collections in 2010.
- 4.2 Because we already operate a service that ensures a recycling rate in excess of 40% changes to the service will generate revenue savings in the medium term. These savings are already built into the medium term financial plan.

5. LEGAL IMPLICATIONS

- 5.1 This Strategy supports our contribution to meeting the Worcestershire Local Area Agreement target for diverting waste away from landfill (NI193).

6. COUNCIL OBJECTIVES

- 6.1 This Strategy will impact on both 'Improvement' and 'Environment' in the Council Objectives.

7. RISK MANAGEMENT

- 7.1 The main risks associated with the detail included in this report are:
 - That the process for dealing with the remaining residual waste (not yet determined) will not be agreed and consequently the facility will not be built. This will have an impact on the total tonnage of waste being landfilled and may attract financial penalties from central government.
 - That when agreed the building of the appropriate facility may be delayed with the same consequences as above.

8. CUSTOMER IMPLICATIONS

- 8.1 Changes to the collection system for co-mingled recyclates will improve the process for householders. It will also provide a greater storage capacity for recycled materials. (A 240 litre bin replacing a 55 litre and 44 litre box.)

9. EQUALITIES AND DIVERSITY IMPLICATIONS

- 9.1 The consultation draft revised strategy contains principles and policies relating to engagement of all groups within the community.

The consultation process is designed to ensure the views of all groups are sought, including hard to reach groups.

9.2 Equalities impact assessments will form part of the action plan to implement this strategy.

10. VFM IMPLICATIONS

10.1 The operation of a co-mingled collection system is far more efficient than the existing system resulting in savings in the cost of the service.

11. OTHER IMPLICATIONS

Procurement Issues:	Vehicle procurement.
Personnel Implications:	Yes. Changes to JD's
Governance/Performance Management:	
Community Safety including Section 17 of Crime and Disorder Act 1998:	None
Policy:	Yes introduction of Co-mingled collections
Environmental:	Yes. Climate change benefits and improved recycling and waste processing.

12. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	Yes
Chief Executive	Yes
Corporate Director (Services)	Yes
Assistant Chief Executive	Yes
Head of Service	Yes
Head of Financial Services	Yes
Head of Legal, Equalities & Democratic Services	Yes
Head of Organisational Development & HR	Yes
Corporate Procurement Team	No

13. APPENDICES

Please note that the attached Appendices have not yet been finalised.

Appendix 1: Consultation Draft Headline Strategy (Draft)

Appendix 2: Consultation process and timetable (Draft)

Annex A: Waste Growth projections (Draft)

Annex B: Waste Prevention Options Appraisal (Draft)

Annex C: Recycling & Composting Options appraisal (Draft)

Annex D: Residual Waste Options Appraisal (Draft)

Annex E: Scoping Report to inform Strategic Environmental Assessment (Draft)

Annex F: Strategic Environmental Assessment (Draft)

Annex G: Where are We Now (Draft)

Annex H: Feedback from public consultation & how the strategy was developed (Not yet complete)

Annex I: Action Plan (Not yet complete)

Annex J: Glossary and abbreviations (Draft)

14. BACKGROUND PAPERS

Review of the Refuse Collection and Recycling Operation: Cabinet 2nd July 2008

Review of the Refuse Collection and Recycling Operation. Supplementary Report: Cabinet 3rd September 2008

CONTACT OFFICER

Name: Michael Bell, Head of Street Scene and Community

E Mail: m.bell@bromsgrove.gov.uk

Tel: (01527) 881703

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Foreword

Not so many years ago, waste was not the issue it is today. We did not create the volume of waste we do now, and all that went in the bin was mainly ash, kitchen waste and some packaging - which ended up on the local tip. But we live in changing times. The advent of consumerism and a more affluent and throwaway society has led to changes in our lifestyle and the way goods and materials are packaged.

Waste is growing at an alarming rate. The annual current cost of dealing with this waste in the two counties of Herefordshire and Worcestershire is about £32 million and the costs are increasing. Landfill tax will increase from £32 to £48 per tonne within the next few years and new treatment facilities will be needed to treat our waste so that we can meet the changes in legislation. We must make tough decisions as to how to tackle the problem.

Driven by Government and European legislation and a higher social awareness, we all need to rethink how we deal with our rubbish.

This Joint Municipal Waste Management Strategy for Herefordshire and Worcestershire sets out the problems, looks at where we are now and how we can move forward. We must reduce the amount of waste that is produced. This is a key element to our strategy. We must re-use, recycle and compost more. We must think of waste as being a resource from which as much value as possible should be recovered.

This Strategy has been developed by the Joint Members Waste Forum made up of elected representatives from all the local authorities in Herefordshire and Worcestershire.

The successful introduction of the household recycling schemes across the two counties has shown we can all play our part. Together we can make a difference.

Derek Prodger MBE

Chairman of Joint Members Waste Resource Management Forum January 2009

Introduction

1.1 Why do we need a Strategy?

- 1.1.1 The next two decades will continue to see waste management in the United Kingdom transformed. The challenges presented by climate change, along with ever more stringent Government targets and new UK and European legislation will drive these changes. At the same time the service expectations of our customers continue to rise year on year. If the transformation is to be successful and actively engage our communities there needs to continue to be a well thought out local Strategy in place to guide all important decisions and commitments.
- 1.1.2 The need to achieve efficiencies in the delivery of public services has also made it increasingly important for all partners to work together through an integrated Strategy which encompasses collection and disposal functions. The purpose of this first revision is to clarify key issues and give clear direction on waste management in the two counties and set out and co-ordinate general principles, policies and targets across all authorities in Herefordshire and Worcestershire.
- 1.1.3 The aim of this Strategy is to decrease waste production and increase the recovery of value from waste (to re-use it, recycle it, compost it, or recover value in other ways) by treating waste as a resource.
- 1.1.4 The Strategy will also encourage and ensure that partnerships continue to be developed between all the parties involved in the management of municipal waste in the two counties of Herefordshire and Worcestershire, decreasing reliance on landfill and ensuring that waste management is sustainable and provides value for money for local communities, tax payers and fee paying customers.

1.2 How has the Strategy Been Developed?

- 1.2.1 The Strategy has been prepared by the Joint Waste Resource Management Forums for Herefordshire & Worcestershire which represent the eight local authorities across Herefordshire and Worcestershire.
- 1.2.2 This first revision, replaces the original Joint Municipal Waste Management Strategy for Herefordshire and Worcestershire published in 2004.
- 1.2.3 In reviewing the Strategy we have looked at the wide range of options available to us, for example reducing and reusing waste, recycling and composting waste and dealing with any remaining waste that can't be reused or recycled.
- 1.2.4 The possible environmental effects of the strategy have been considered by undertaking a systematic appraisal known as a 'strategic environmental assessment'. The results of this process will continue to be used to ensure the strategy addresses all of the relevant environmental issues. This is an on-going process which will continue throughout the consultation period until the final strategy is agreed. Details of this are included in Annex F.

1.3 Consultation

- 1.3.1 Successfully implementing the Strategy is not just a matter for Local Authorities. Everyone within our communities has an active role to play so we need to seek the

views and support of everyone who has a stake in this process including householders, local businesses, the Environment Agency, the waste management industry, the community and voluntary sector and the waste management contractors partnering the Councils.

1.3.2 In winter 2008, Herefordshire and Worcestershire's partners and stakeholders will be invited to give their views on the direction that the revised Strategy should take. It is expected that the constituent Local Authorities will endorse the Strategy in spring 2009, and the Joint Members Waste Resource Management Forum expect to finalise and publish the final agreed Strategy by summer 2009.

1.3.3 The document is currently available via the internet and in order to minimise environmental impact, hard copies will only be provided on request. Responses should be made via the questionnaire provided in conjunction with the document and returned either on-line or in the pre-paid envelope provided.

1.4 What This Strategy Does Not Cover

1.4.1 Firstly, this Strategy does not consider the location of any waste management facilities. For Worcestershire this will be covered by a new Waste Core Strategy which is now being prepared by the County Council and in Herefordshire by the Local Development Plan (LDP). The Joint Municipal Waste Management Strategy focuses on what needs to be done in order to make decisions about what processes, technologies and facilities are needed in order to meet the challenges over the next two decades.

1.4.2 Other than the relatively small amounts of commercial waste collected and disposed of by the Waste Collection and Disposal Authorities in Herefordshire and Worcestershire, the Strategy does not cover other waste types such as industrial or construction wastes. The collection, treatment and disposal of these is not the responsibility of the Local Authorities that have prepared this document. The priority at this stage is to develop a Strategy for wastes that we do have a statutory responsibility for – i.e. municipal waste. The Waste Core Strategy and LDP will, however, deal with the planning issues relating to all controlled wastes.

1.5 Period Covered By The Strategy

1.5.1 The Joint Municipal Waste Management Strategy covers a period of thirty years (2004 – 2034) and will continue to be reviewed at least every five years, taking into account any new guidance, targets or changes in legislation and new technology or other significant development.

1.6 Other Documents

1.6.1 A series of reports accompanying this headline document contain more detail. The documents that make up the full strategy are:

Annex A	Waste Growth projections
Annex B	Waste Prevention Options Appraisal
Annex C	Recycling & Composting Options appraisal
Annex D	Residual Waste Options Appraisal
Annex E	Scoping Report to inform Strategic Environmental Assessment
Annex F	Strategic Environmental Assessment
Annex G	Where are We Now

Annex H	Feedback from public consultation & how the strategy was developed
Annex I	Action Plan
Annex J	Glossary and abbreviations

Our Principles for Municipal Waste

Over the next 20 – 25 years we aim to change the way that municipal waste is managed in Herefordshire and Worcestershire. Our principles are as follows:

Key

Principle One – Meeting the challenge of Climate Change by viewing waste as a resource

What we do about waste is a significant part of how we treat our environment. Cutting down on the amount of waste produced, reducing our use of natural resources, recycling materials and recovering energy from those we can no longer use, is a vital part of moving us towards more sustainable living. The Partnership will view waste as a resource and seek to maximise the resource potential of waste. We will understand the environmental impacts of any decisions and aim to ensure policies, collection and treatment methods reduce the impact of resource depletion and Greenhouse Gas emissions.

Principle Two – Commitment to the Waste Hierarchy of which Waste Prevention is the top

The principle upon which the Strategy is built is that of waste prevention, the top of the Waste Hierarchy as in Waste Strategy for England 2007. Through making opportunities available, designing appropriate collection systems and raising awareness, the Partnership will endeavour to ensure that everyone in our communities can play an active role in ensuring that the amount of waste is reduced before it enters the waste stream.

The Partnership will continue to promote waste prevention through a variety of campaigns and initiatives that will be reviewed to ensure that the most effective campaigns, targeting key waste streams such as food waste, are implemented.

Principle Three – Influencing Government, Waste Producers and the Wider Community

The Partnership will lobby Government to do more to combat the production of excess waste material. Where possible we will work with waste producers to understand what can be achieved together in reducing the amount of waste that is produced from this sector. We will endeavour to influence commercial waste producers in an attempt to marry up the increasing recycling, composting and waste minimisation performance in municipal waste management with that of commercial waste.

The Partnership will prioritise awareness raising and engagement as a means to increase the performance of waste minimisation and recycling/composting initiatives. We see this as a vital tool to engage all stakeholders. Targeted and co-ordinated campaigns will ensure consistency across the authorities.

The Partnership will ensure its officers and Members are fully aware of the aims and objectives of the Joint Municipal Waste Management Strategy.

Principle Four – Continued Commitment to Re-use, Recycling and Composting

The Partnership will continue to improve the efficiency and operation of its core recycling service. We will adopt a pooled target for re-use, recycling and composting, however there will be a minimum performance level that each authority will need to meet. We will aspire to achieve the long term national recycling and composting targets, however, we will not compromise the environmental and economic performance of schemes just to meet notional, non statutory targets.

Principle Five – Minimising The Use Of Landfill

The Partnership has recognised that the landfilling of wastes is at the bottom of the Waste Hierarchy and for good reason. This waste of resources will be avoided where other options are environmentally and economically beneficial. If utilising waste management capacity beyond our own borders is more economically viable and environmentally sound than landfilling waste within our counties, then this will be looked at as an option for the future.

Principle Six – Partnership

The Partnership will ensure knowledge, best practice and experience are shared and will work together to ensure that this Strategy is implemented. We will aim to adopt a common approach across the counties in areas of waste policy.

The Partnership cannot carry out the Strategy alone. We will actively develop partnerships with all sectors.

Principle Seven – Monitoring and Review

The Partnership will ensure that it keeps up to date in implementing the best possible management systems that are needed to deliver this Strategy using a flexible and integrated approach to the waste treatment methods used. We will ensure we understand the material we collect and the impacts of the services we provide.

The Strategy will be reviewed at least every five years to determine progress and update it in the light of new legislation, new technology or other significant developments. Regular communication with partners and the public will take place to ensure that all stakeholders are aware of progress and changes made.

Principle Eight – Customer Focus

As part of the development and implementation of this Strategy, the Partnership will continue to engage with local people and other partners about the way in which waste is managed in Herefordshire and Worcestershire. We will design the services that we provide around the customers that we serve seeking to balance the longer term need to reduce the amount of waste generated and disposed of with the range and type of services necessary to meet our customers needs.

Principle Nine - Value for Money

The Partnership will work to deliver the Joint Municipal Waste Management Strategy in the most effective, efficient and economic way. We will aim to view waste collection and disposal costs holistically to ensure they provide best value and a cost benefit to the Partnership.

Principle Ten – Consideration of Social, Environmental and Economic Impacts

The Partnership will consider the holistic business case in terms of social, environmental and economic impacts in making decisions about waste management across the counties.

Policies, Targets and the Way Forward

2.1 This chapter sets out the policies and targets that we have agreed to achieve our principles. We have developed a number of general policies which relate to the overarching principles of our Strategy as below:

Policy 1

Local Authorities in Herefordshire and Worcestershire will adopt the Waste Hierarchy as a template for their approach to Waste Management i.e;

***prevention
re-use
recycle/compost,
energy recovery
safe disposal to landfill***

Policy 2

The Local Authorities will ensure that waste management in Herefordshire and Worcestershire provides good value for money to local communities, taxpayers and fee-paying customers.

Policy 3

The Local Authorities will design the services that they provide around the customers that they serve seeking to balance the longer term need to reduce the amount of waste generated and disposed of with the range and type of services necessary to meet our customers needs. This will include a range of core kerbside services for commingled recyclables and residual waste together with additional services for other waste streams that may be provided on a charged for basis.

Policy 4

The Local Authorities are committed to achieve existing and future waste targets set within the Local Area Agreement (LAA).

Policy 5

The Local Authorities will seek to adopt and implement sustainable procurement policies and practices for goods and services (including waste management services) that they buy that actively seek to minimise waste and support the use of re-used and recycled materials.

Policy 6

The Local Authorities will continue to work towards a consistent and transparent approach in developing and monitoring performance.

2.2 Climate Change

- 2.2.1 Reducing the carbon footprint of waste management activities within the two counties will be achieved through our LATS strategy and through target 1. In addition, authorities are now required to monitor and report on national indicators 185 (CO² reduction from LA operations), 186 (per capita CO² emissions in the LA area) and 188 (adapting to Climate Change).

Policy 7

The Local Authorities will actively seek to provide waste management services in a manner that minimises greenhouse gas emissions and other impacts that contribute to Climate Change.

Target 1

Having sought advice from ERM our proposed course of action is to obtain baseline data on Climate Change through the new National Indicators. Once this data has been gathered for a year we can then set a meaningful target, which will be added to the Strategy

2.3 Waste Prevention

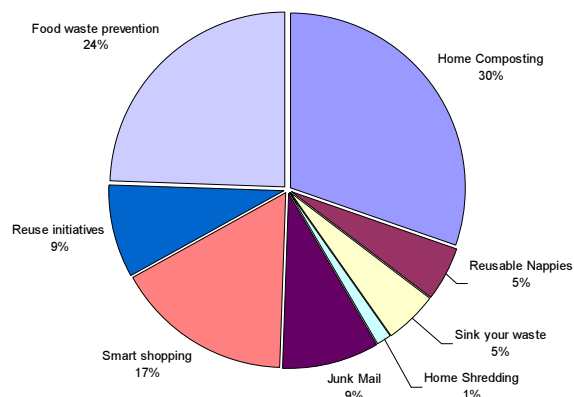
- 2.3.1 As a result of the waste prevention measures introduced as part of the Strategy in 2004, the growth in municipal waste arisings in the two counties has stopped and waste is now starting to decline (see fig. x in Annex G for municipal waste growth from 2000/01 to 2006/07). In future years to 2034, it is estimated that municipal waste will only grow in line with the increase in the number of households across the counties identified in the Regional Spatial Strategy (see Annex A).
- 2.3.2 An important way of minimising residual waste will be through a combination of alternate weekly collections and/or decreasing container capacity over time.

Policy 8

The Core Collection Service

1. ***All authorities will collect the same materials for recycling through a commingled collection;***
2. ***All authorities will prevent waste and increase the amount recycled through restricting either:***
 - a) ***Collection frequency and/or***
 - b) ***Container size***

- 2.3.3 An assessment of options for waste prevention has been carried out and is included as Annex B. The diagram below shows the relative contribution of Prevention and Re-use measures to total avoidable waste at 2020/21 levels:



- 2.3.4 The assessment of options indicates that home composting, food waste prevention, 'smart shopping', and both re-use and junk mail initiatives could have the biggest impact in terms of reducing both waste collection and disposal costs.

Policy 9

The Local Authorities will implement uniform waste reduction/prevention initiatives across the counties to reduce the kg/household of waste collected and disposed not recycled, composted or re-used as a minimum in line with the aims of National Waste Strategy for England 2007.

- 2.3.5 Home composting continues to provide the single most effective potential prevention measure. Our approach is to promote home composting to reduce the environmental impacts of disposing of compostable waste. We will continue to promote home composting through the sale of subsidised compost bins and provide advice to residents through the 'Master Composter' scheme. Home composting also reduces collection and disposal costs and ensures that value is recovered from the waste material.
- 2.3.6 The authorities are working with agencies on National Campaigns to prevent waste such as WRAP's food waste reduction and 'Shop Smart' campaigns. We are also working at a local level to develop initiatives such as recruiting and training volunteers to promote waste prevention and give advice.
- 2.3.7 Herefordshire and Worcestershire have been innovative in developing and promoting the 'Sink your Waste' campaign which offers a cash back incentive for residents who fit a food waste disposer and thus prevent food waste from entering the municipal waste stream.

Policy 10

The Local Authorities will continue to develop and implement the most sustainable ways of processing green and kitchen waste within the household.

- 2.3.8 We will seek to minimise the amount of unsolicited mail that we receive and deliver and we will continue to promote the 'Jilt the Junk' campaign to raise awareness of the issue and encourage people to register with the Mailing Preference Service and Royal Mail's door-to-door service in a bid to help them reduce the amount of unsolicited mail that they receive.
- 2.3.9 The Packaging Directive encourages producers to reduce packaging and recycle and recover packaging waste and now most bottles, jars, cans and plastic containers are lighter than they were before 2000. However, there is still a problem of excess packaging around many products. The Government is also working with the retail sector, primarily through the Courtauld Commitment to design out packaging waste growth by 2008, deliver reductions in packaging waste by 2010 and to identify ways to reduce food waste. The Authorities will seek to minimise packaging in the procurement of goods, continue to lobby for reduced packaging and support local initiatives to reduce the usage of bags such as the Evesham based 'Bag Busters' initiative.

The Joint Member Waste Resource Management Forum for Herefordshire and Worcestershire will lobby for measures to combat waste growth in areas such as product design, packaging and other producer responsibility issues, which are most effectively pursued at the national and international levels.

2.3.10 We need to continue to build upon the success of current waste prevention initiatives where practicable and financially viable, ensuring that they continue to deliver effective results. Our approach will be to encourage and achieve waste prevention. The Waste Challenge team employed by Herefordshire and Worcestershire Councils promotes these initiatives in partnership with all the authorities.

2.3.8 Our Waste Prevention Target is:

Target 2

To achieve a reduction in household residual waste (waste not re-used, recycled or composted) of 29% by 31st March 2010, 35% by 2015 and 45% by 2020, based on 2000 levels.

Achieving the target:

The aim of the target is to reduce the amount of household waste that is not re-used, recycled or composted by concentrating on waste prevention, i.e. limiting the amount of non recyclable waste collected, promoting re-use and home composting and maximising on the amount recycled and composted through collection and disposal systems.

{Note: figures are estimates and subject to further ratification}

Authority	Kg per household 2000	Current performance	Target 2010	Target 2015	Target 2020
Herefordshire	1,077	914	764	700	592
Worcestershire	806	849	572	524	443

2.4 Re-use

2.4.1 We will continue to actively encourage, develop and promote re-use initiatives wherever practicable and financially viable. We acknowledge the strengths of the third sector in helping to deliver our objectives and that if the market can deal with “waste”, costs to the authorities can be reduced. We will continue to support the work of the charitable and not-for-profit sector, in particular those Third Sector organisations which are involved in the Waste and Recycling Forum which has been set up by the Waste Challenge team.

2.4.2 A small grant scheme has been developed where third sector organisations may apply for grants of up to £3,000 to develop new and existing initiatives, train staff and create promotional materials.

- 2.4.3 We acknowledge the role of other sectors in supporting these operations and this continues to be supported through payment of re-use credits.
- 2.4.4 'Freecycle', and other internet-based waste exchange initiatives are an ideal way for local residents to exchange unwanted goods. We will continue to promote this volunteer led project by conducting training sessions on how to register and use this website and by raising the profile of Freecycle.
- 2.4.5 We will continue to promote alternative ways of disposing of unwanted furniture and appliances.
- 2.4.6 We are looking at the option of providing two recycling/re-use centres in Worcestershire. These could accept a full range of materials for recycling and re-use.
- 2.4.7 Where practicable re-use facilities will be provided at other Household Waste Sites.
- 2.4.8 The authorities will investigate ways in which material collected through bulky waste collections can be diverted to reuse organisations and will continue to promote re-use organisations at the point of bulky bookings being made.
- 2.4.9 Textiles are collected through collections by third sector agencies, charity shops, bring banks and at Household Waste Sites. The Authorities will not be collecting textiles as part of the Core collection service and therefore wherever possible we will work with the third sector to enable them to continue to provide bring banks and kerbside collections of textiles.

Policy 12

The Local Authorities will work with both the third sector and contractors to provide routes for goods and materials to be re-used.

2.5 Recycle/Compost

- 2.5.1 Recycling and composting are the gateways to changing attitudes as they enable communities to play their part. They ensure that valuable natural resources are recovered and reduce the demand for virgin materials. The ultimate aim of the Local Authorities is to have a fully integrated collection system that meets the needs of customers and is complementary to the waste treatment and recycle processing methods deployed within the counties.
- 2.5.2 Our approach is to provide a common core waste collection service with commingled recyclate collected from the household and sorted at a Material Reclamation Facility within Worcestershire. Recycling collections will be adapted to suit local priorities and delivered according to need.
- 2.5.3 The commingled recyclate will include glass, paper and card, foil, cans and plastics. The range of materials will be extended if and when possible in accordance with market demand.
- 2.5.4 We will actively support the market to stimulate demand for additional types of recycled plastics and glass through our procurement of goods.

- 2.5.5 In addition to the core service some authorities have introduced chargeable garden waste collections (currently free of charge in Bromsgrove). According to identified local customer demand and in order to increase the amount of waste recycled and composted (NI 192), authorities may choose to operate paid for collections of garden waste where both additional collection and disposal costs will be considered and agreed prior to service implementation. However, the Partnership's preferred approach is to promote home composting.
- 2.5.6 Outside of Wychavon there are no plans to introduce separate collections of food waste.
- 2.5.7 Treatment processes may separate some of the material left in the residual waste stream so that it can be recycled.
- 2.5.8 We are actively exploring ways of recycling street sweepings.

Policy 13

The Local Authorities are committed to achieve targets set within this Strategy and have regard to the national targets set out in Waste Strategy for England 2007 for recycling, composting and recovery.

- 2.5.9 With the provision of the 'EnviroSort' facility the authorities will seek to expand recycling services to the commercial sector. In line with Waste Strategy 2007, the Authorities are keen to explore options for encouraging businesses to recycle waste and to introduce chargeable recycling collection services to them wherever possible.
- 2.5.10 Bring sites still have a significant part to play, even where there is substantial kerbside collection. There is certainly a need for these facilities where it is not possible to provide a kerbside collection – for example in remote rural or hard to reach urban areas. Bring sites may also offer the best opportunity for collecting other materials not collected through kerbside schemes. Bring sites and mini recycling centres will be used to supplement kerbside collection schemes where collection schemes are not possible.
- 2.5.11 We acknowledge the role of other sectors in supporting these operations and this continues to be supported through payment of recycling credits.
- 2.5.12 The authorities will work to have standardised products collected through bring banks and will look at the option of contracts covering wider areas.

Policy 14

The Partnership will continue to provide and enhance Bring Recycling Sites, where considered beneficial, and to supplement "kerbside" collection schemes and facilities provided at Household Waste Sites.

- 2.5.14 To emphasise the recycling aspect at all Household Waste Sites, they will all be re-branded as:

“Household Recycling Centres”

- 2.5.15 Household recycling centres play a significant role in diverting waste away from landfill for recycling and composting and are a key interface with the public. They provide a local facility where the public can recycle a variety of materials.
- 2.5.16 Household recycling centres will continue to provide facilities for residents to dispose of garden waste for composting and a place where they are also able to buy back the composted material.

Policy 15

The Waste Disposal Authorities, in conjunction with their partners, will maximise the potential of Household Waste Sites to make sure that they provide a quality service and enable maximum recycling/re-use wherever possible.

2.5.17 Our Re-use, Recycling and Composting Targets are:

Target 3

To achieve national recycling/composting levels of household waste of 40% by 31st March 2010 as a minimum and work towards achieving 45% by 31st March 2015 and 50% by 31st March 2020.

Achieving the Target:

The aim of the target is to achieve the minimum recycling and composting levels that the Government has set in Waste Strategy 2007. The Authorities have committed and will continue to commit funding and set their fees and charges in order to reach the targets through a combination of approaches including promotion, communication collection and treatment processes.

The Partnership has set a target of 43% recycling/composting before 31st March 2014. As new collection and treatment methods are introduced, the Partnership will review its ability to exceed this target in line with the 2015 national target of 45%.

Target 4

To achieve the requirements of the Household Waste Recycling Act 2003 by 31st December 2010.

Achieving the Target:

The aim of the target is to meet the requirements of the Household Waste Recycling Act 2003, which requires all Local Authorities in England to provide a kerbside collection of at least 2 recyclable materials from all households by 31st December 2010 unless the cost of doing so would be unreasonably high or comparable alternative arrangements are available. This is an essential part of the overall Strategy to achieve Government targets and diversion from landfill.

2.6 Recovery (note this section will need to be updated following completion of the options appraisal)

- 2.6.1 We live in a changing world, new technologies are emerging that should deliver more sustainable waste management solutions. The Local Authorities need to ensure that this Strategy is flexible so that we can take advantage of these new technologies thereby enabling us to meet the challenging targets for the future.
- 2.6.2 The residual options appraisal (annex D) examines a range of options for the introduction of residual waste treatment capacity for Herefordshire and Worcestershire. These strategic options were appraised against a number of environmental, social and economic criteria in order to identify the option(s) that perform best overall. The Partnership will now examine these options and the conclusions of the appraisal to inform the decision on a waste treatment solution for Herefordshire and Worcestershire.
- 2.6.3 Planning permission has been granted to construct autoclave thermal treatment plants in Hartlebury, Worcestershire and Madley, Herefordshire.

Policy 16

Waste management methods will promote sustainable waste management by considering and balancing environmental, social and economic impacts. Emerging technologies will be considered to enable a flexible approach to the waste treatment methods that will be adopted.

2.6.3 Our Recovery Target is:

Target 5

By 2015 or earlier if practicable, a minimum of 33% of waste to be recycled and/or composted, 45% of waste to be recovered with a maximum of 22% to be landfilled.

Achieving the Target:

The aim of this target is to achieve the Best Practicable Environmental Option (BPEO) for Herefordshire and Worcestershire that was identified in July 2003 through a portfolio of treatment options. Whilst recognising that the BPEO is no longer part of planning guidance, it remains as an adopted policy within Herefordshire and Worcestershire. National Indicator 193 will be reported as part of the monitoring of this target.

2.7 Disposal

- 2.7.1 It has long been recognised within the two counties, that reliance on landfill is not a long term, sustainable option and our principle is to reduce use of landfill as much as we can. However landfill will continue to play a part in the way waste is managed within Herefordshire and Worcestershire as landfill is the only suitable disposal route for certain waste streams and process residues. Whatever other treatment methods are used, the Partnership will aim to recycle and recover the maximum amounts possible and reduce reliance upon landfill in line with the BPEO target.

Policy 17

The Partnership will increase recovery and diversion of biodegradable waste away from landfill in line with the EU Landfill Directive to ensure we achieve, as a minimum, the requirements of the Landfill Allowance Trading Scheme.

2.7.3 Our Disposal Target is:

Target 6

The Partnership will work together to reduce the amount of biodegradable municipal waste landfilled in order to meet the yearly allowances set by Government under the Landfill Allowance Trading Scheme. In particular in target years as below:

Insert no. tonnes during April 2009 to March 2010

Insert no. tonnes during April 2012 to March 2013

Insert no. tonnes during April 2019 to March 2020

The trading scheme will be used to buy and sell allowances where this is appropriate.

Achieving the Target:

The aim of the target is to ensure that the Authorities meet the requirements of the Landfill Directive, which requires that the amount of bio-degradable waste that is sent to landfill is reduced. The introduction of the household recycling services, the waste prevention policy and the new residual waste treatment processes will enable these targets to be met.

2.8 Awareness Raising

- 2.8.1 Building on past success the Partnership will continue to raise the awareness of waste issues with Elected Members and our communities. We also need to continue to effect behavioural change through delivery of the Core Service. Raising awareness of the efficiency of our services is also an important part of our promotional activities.
- 2.8.2 Whilst it is important that there is collaboration and joint working to share good practice and be more cost effective, it is also important that the Local Authorities continue to develop their own initiatives and publicity programmes to accommodate local needs.
- 2.8.3 The Partnership recognises the importance of continuing to build on good media relationships to ensure that opportunities for awareness raising and publicity are used to maximum effect wherever possible.
- 2.8.4 The development and promotion of web sites and consistent use of web based material and enquiry portals also offer an important way of raising awareness, providing information and dealing with customer enquiries.
- 2.8.5 The next generation will be living with the effects of climate change and it is important to influence their behaviour now. Schools through their work with young people and the wider community have a vital role working towards a more sustainable future, both in educating the young people themselves and through

their parents and the wider family. The Partnership will continue to provide recyclable collections to schools and increase the amount of schools that have a recycling collection wherever practicable.

Policy 18

The Partnership will continue to work together on waste prevention, re-use and recycling schemes and raise awareness of the links between these and Climate Change.

Policy 19

The Partnership will continue to develop and use standardised imagery and promotional material linking in with national campaigns.

2.9 Partnerships

- 2.9.1 Joint working between local authorities is becoming increasingly important as a means of delivering quality services to residents and meeting the UK's Landfill Directive obligations at affordable cost. This approach is particularly important in two-tier areas, where responsibilities for waste collection and waste disposal are split between different authorities. As new, more sustainable ways of managing waste are introduced, it is becoming increasingly important to integrate collection and disposal. There is also potential to generate efficiencies.
- 2.9.2 In Herefordshire and Worcestershire, the local authorities have adopted a more informal approach to partnership and joint working through the Joint Member Waste Resource Management Forum and the Joint Officer Waste Resource Management Forum, which works very successfully and has developed this Strategy. The Member Forum will continue to consider future governance arrangements as new guidance is produced and any changes in legislation are announced. Delivery of the Strategy will require that the authorities continue to work together in order to meet objectives in the most effective, efficient and economic way.
- 2.9.3 The Third Sector, voluntary and community groups have a valuable role to play and can be innovative and bring a fresh perspective to waste management issues. The expertise and experience that some of these groups have in collecting and re-using materials and in education and awareness raising will have an important part to play in delivering the Strategy.

Policy 20

Re-use and recycling of waste materials by the commercial, voluntary and community sector will be actively encouraged and in appropriate circumstances supported and facilitated including through the use of partnership working.

2.10 Planning and Economic Opportunities

- 2.10.1 The West Midlands Regional Economic Strategy (currently under review) provides a framework for the diversification of the regional economy away from an over-dependence on declining industries. One of the identified business clusters is Environmental Technologies, an area that certainly includes waste management, which is an area of rapidly developing technological expertise. Environmental Technology cluster development locally could be applied to municipal waste management to create efficiencies, improve environmental conditions and create new employment opportunities.
- 2.10.2 The economics of waste is changing. As the landfill tax increases, other waste treatment options become more cost effective for both local authorities and their partners, businesses, schools and any organisation that produces or handles waste. As new markets develop we will look to adopt alternative ways of dealing with waste which are more sustainable and cost effective.
- 2.10.3 Opportunities for more sustainable waste management, such as through the installation of food waste disposal units and supply of compost bins will be explored through the local planning process wherever possible.

Policy 21

Opportunities for more sustainable waste management will be actively sought in all new developments as part of the planning process. Where necessary representations to Government will be made through the appropriate channels to seek amendments to planning legislation to support this and the other aims of this Strategy.

Policy 22

The Strategy will be aligned with the emerging Regional Spatial Strategy waste policies as they develop and other key spatial and planning policies to ensure they are mutually supportive. In practice the Regional Waste policies are likely to be driven by the policies in DEFRA's Waste Strategy.

2.11 Transport

- 2.11.1 Efficient use of transport is a key factor in developing and implementing a sustainable waste management strategy. Currently, wherever practicable and cost effective, the transportation of waste and recycled materials is minimised through provision of local sites and by compacting materials. In the short to medium term, waste may need to be transported to national facilities in order to ensure that we meet the requirements of the Landfill Directive.
- 2.11.2 Adoption of a carbon footprint approach to transport where 'waste miles' are measured will support the decision making process for the provision of the core and local services.

Policy 23

Partners will design and operate collection, transfer, associated transport and treatment systems to minimise the overall carbon emissions (including “waste miles”) arising from these elements of waste management activities.

2.6 Other Waste Streams

2.6.1 The councils have a duty to collect certain other materials such as clinical waste and street sweepings. The Action Plan for these waste streams will be included in Annex I.

Policy 24

Individual policies will be prepared for specific waste streams where this is considered the best approach to preventing, re-using, recycling and recovering value from waste arising in these streams.

Appendix 2. Consultation process and timetable

Timeline	Action	Responsibility
7th November	Member Forum – agree timetable and process	JWMF secretariat
End November 2008	Finalise complete draft of JMWMS documents and circulate to Forum Members for comment	JWMF secretariat
Early to mid December 2008	Comments back from Forum Members	Forum Members
November/December 2008	Engage independent specialist consultants to lead the consultation process	JWMF secretariat
January 2009	Strategy consultation draft endorsed by Joint Waste Management Forum at a special meeting of the Forum	JWMF secretariat
Early – mid January 2009	Scope out requirements of focus groups exercise, and hold briefings for consultants	JWMF secretariat supported by WCC/ HC research and communications teams
Mid January 2009	Recruit residents to take part in consultation focus groups and provide them with information	Specialist external consultant to recruit, JWMF secretariat to provide information
Early February 2009	Strategy consultation draft endorsed by JWMF partner administrations	Partner administrations
Mid February 2009	Strategy consultation draft published on internet with accompanying press releases, etc	JWMF secretariat supported by WCC/ HC research and communications teams
Mid February 2009	Strategy consultation draft submitted to DEFRA/ Government Office for comment	JWMF secretariat
Mid February 2009	Focus Groups with residents and interest groups	Independent facilitated by external consultant
Late Feb – Mid March	Agree survey content based on feedback from focus groups	JWMF secretariat/WCC/ HC research and communications team/ Specialist consultant
Mid March 2009	Structured sample survey of residents and interest groups	Independent facilitated by external consultant supported by WCC/ HC research and communications teams

Mid March 2009	Structured survey published for open responses from non-sample group	WCC/ HC research and communications teams
Late April 2009	Consultation report presented by external consultant	External consultant
Late April 2009	Consultation report published with summary feedback to focus group attendees and consultation respondents	External consultant supported by WCC/ HC research and communications teams
Late April 2009	Receive comments from DEFRA/ Government Office	JWMF secretariat
Early May 2009	JWMF response to consultation report considered and prepared	JWMF Officer group supported by secretariat
Early May 2009	Draft strategy revised in light of consultation report and other comments	JWMF Officer group supported by secretariat
Late May 2009	JWMF consider and approve Draft strategy revised in light of consultation report/ comments and response to consultation report	JWMF secretariat
Early June 2009	JMVF response to consultation report published	JWMF secretariat
Late June 2009	Strategy draft endorsed and adopted by JWMF partner administrations	Partner administrations
Late July 2009	Final revised strategy published	JWMF secretariat

Waste Growth

In developing the JMWMS for Herefordshire and Worcestershire it is important to try and predict the future waste tonnes that will have to be managed. The amount and type of waste will be dependent on a number of factors including:

- The number of new dwellings. In the period 2006 to 2026, the current Regional Spatial Strategy allocates more than 16,000 dwellings in Herefordshire and more than 36,500 dwellings in Worcestershire.
- Government policy and legislation.
- The economic climate.
- The effects of climate change.
- Social structure.

The amount of MSW produced in Herefordshire and Worcestershire has levelled off and started to fall over the last four years. A number of different growth scenarios have been investigated to try and show how this might change in the future and this will help determine the expected tonnage that will require disposal.

- **Scenario 1** - the Integrated Waste Management Contractors growth prediction for MSW.
- **Scenario 2** - a top end estimate of the average MSW growth rate for the last five years, as quoted in the Waste Strategy for England 2007.
- **Scenario 3** – a forecast of MSW growth based on the latest (2007-2008) tonnages for Herefordshire and Worcestershire, with rates of production per household remaining constant but with the number of households growing in line with option 2 from the Regional Spatial Strategy.
- **Scenario 4** – a forecast of MSW growth based on the objectives from the Waste Strategy for England 2007 to reduce household waste not re-used, recycled or composted to 225kg/head by 2020. So with a 50% re-use, recycling and composting rate that means total household waste arisings will be 450kg/head. The growth in population associated with option 2 of the Regional Spatial Strategy has been applied to the total household waste arisings of 450kg/head. Non-household waste arisings have been assumed to remain static.
- **Scenario 5** – a forecast of MSW growth based on a profile of the MSW arisings in Herefordshire and Worcestershire from the last five years but with the number of households growing in line with option 2 of the Regional Spatial Strategy.

Table 1 and Figure 1 show the expected future growth of MSW under these different scenarios. Additionally, Table 1 shows that if the contractor's projection is correct then over the lifetime of this strategy the amount of MSW requiring management will increase by almost 50%. Conversely, if Herefordshire and Worcestershire are successful in meeting the objectives of the Waste Strategy for England 2007 then the amount of waste requiring management will remain

almost constant. These different tonnage projections have significant financial implications as well as impacting on diversion performance and LATS obligations.

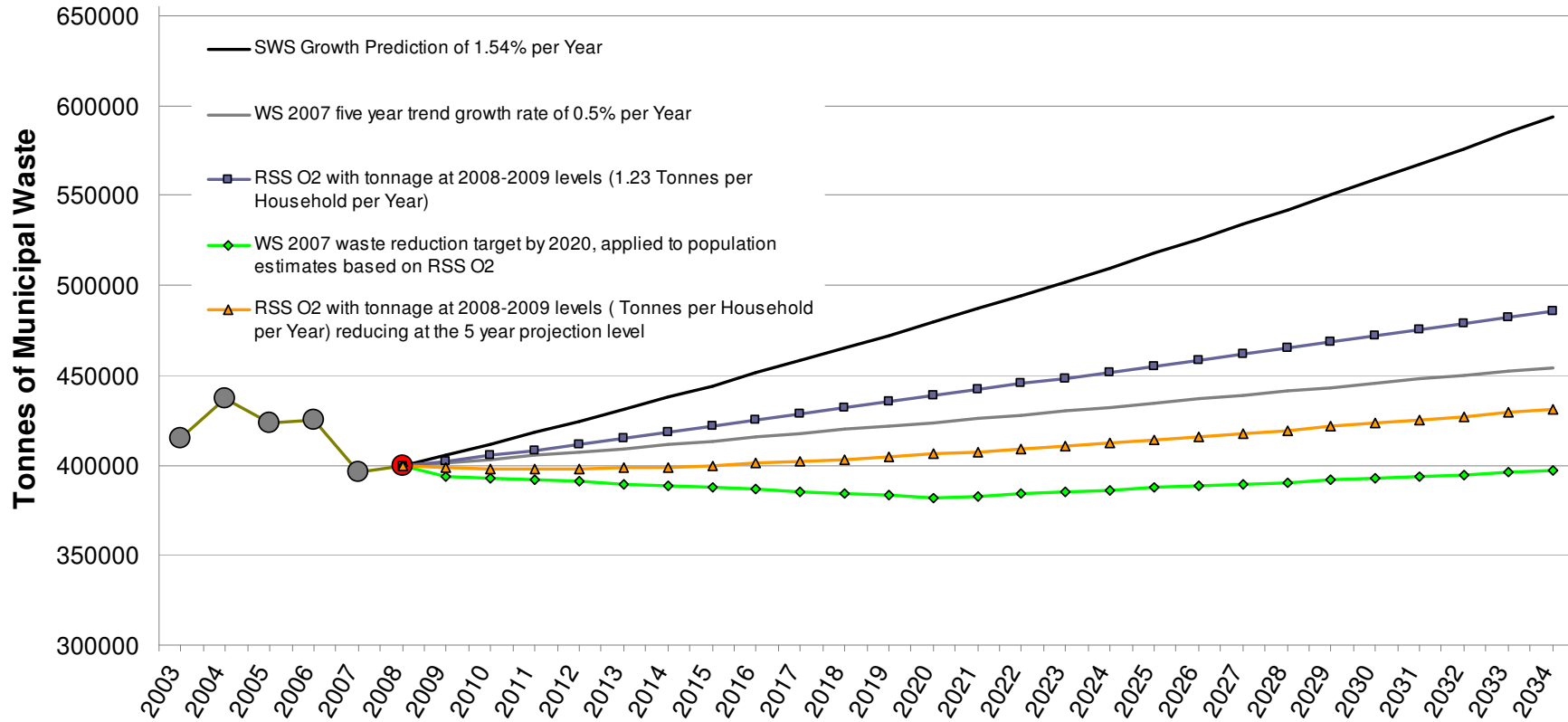
Table 1 – Projected Municipal Solid Waste Growth Scenarios for Herefordshire and Worcestershire

Scenario	Tonnes MSW in 2010	Tonnes MSW in 2015	Tonnes MSW in 2020	Tonnes MSW in 2034	Difference 2007/08 to 2034
1 - 1.54% growth	411,590	444,274	479,553	593,959	197,966 tonnes increase
2 - 0.5% growth	403,202	413,383	423,822	454,473	58,480 tonnes increase
3 - 2007/2008 kg/hh with RSS option 2	405,139	421,817	438,496	485,197	89,204 tonnes increase
4 - WS 2007 with RSS option 2	392,889	387,574	381,886	397,007	1,014 tonnes increase
5 - 5 year projection with RSS option 2	397,886	399,929	406,109	430,976	34,983 tonnes increase

Figure 1 – Projected Municipal Solid Waste Growth Scenarios for Herefordshire and Worcestershire

Projected Municipal Waste Tonnes for Herefordshire and Worcestershire

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- The Regional Spatial Strategy has a number of options for annual build rates of new dwellings and the one that Worcestershire are proposing to adopt is option two. This would give approximately an extra 1,900 dwellings per annum in Worcestershire.

Conclusion

The planned level of house building in the Regional Spatial Strategy means that the number of households in Herefordshire and Worcestershire is expected to grow considerably over the next 20 years. It is therefore essential that this be taken into account when growth scenarios for Herefordshire and Worcestershire are considered.

To ensure greater deliverability, this Strategy and the Waste Core Strategies for Herefordshire and Worcestershire need to be aligned.

Sensitivity Analyses of the effect of differing growth rates will be explored during development of the Strategy.

Quantitative examples of how reductions in MSW arisings can be achieved will be fully explored in the waste minimisation options appraisal report.

The waste growth scenario used for the review of the JMWMS is scenario 3, where rates of production per household remain constant at 2007/08 levels but the number of households grows in line with option 2 from the Regional Spatial Strategy. The reason behind this choice is that although we are intending to concentrate our efforts on waste minimisation we are also implementing paid for green waste collections in some local authority areas. Our experience shows that new green waste collections actually generate an increased overall tonnage of MSW, it is our belief that this will balance the waste minimisation efforts and thus waste growth will only be at the same rate that households grow.

Benefits of waste prevention and re-use

Numerous benefits may be gained from reducing the amount of waste generated within the community. The Government's aim is "to break the link between economic growth and the amount of waste produced and to drive the management of waste up the waste hierarchy".⁽¹⁾ Waste prevention and re-use sit at the top of the waste hierarchy and guidance provided by Defra advises that as a result of this these options should be considered first in the process of evaluating options for managing waste.⁽²⁾

A push towards focusing on the waste hierarchy and thus waste prevention and re-use, is supported by the following benefits, as highlighted by the National Resource and Waste Forum⁽³⁾:

- reducing demands on finite natural resources and the often 'hidden' adverse environmental impacts of resource extraction and harvesting;
- reducing the transport impacts that are often significant in overall environmental impact terms (as shown by life cycle assessment methods);
- meeting the demands of EU legislation, particularly the biodegradable municipal waste (BMW) diversion targets of the Landfill Directive translated into the Landfill Allowance Trading Scheme;
- reducing the cost of waste management by reducing the need for waste collection, disposal, treatment and landfill levies; and
- encouraging social inclusion and economic development through creating jobs and training opportunities for the most disadvantaged in society.

Additional benefits exist that are specific to the waste prevention and re-use options. These are presented in the relevant sections below.

2.1 CURRENT WASTE PREVENTION INITIATIVES WITHIN HEREFORDSHIRE AND WORCESTERSHIRE

A number of waste prevention schemes have been in place in Herefordshire and Worcestershire (Herefordshire and Worcestershire) since June 2000 and have played an important role in reducing the amount of waste sent to landfill. In Herefordshire and Worcestershire a 'Waste Challenge Team' have been employed by both Herefordshire Council (HC) and Worcestershire County Council (WCC) to cover the whole of the two counties for the purposes of promoting and developing waste prevention initiatives; with support from district council officers. Current schemes within the counties are listed in *Table 2.1* below, and discussed in more detail in *Section 3* of this report.

Table 2.1 Existing Initiatives

Activity	Coverage / Summary
Commercial Vehicle and Trailer (CVT) Permits	Across the whole of Herefordshire and Worcestershire; very comprehensive coverage.
Residents permits	Introduced in 2 districts only to date.
Home Composting	Project Development Officer (Composting) employed since 2005. Very comprehensive, with good participation across all districts.
Love Food Hate Waste Campaign	40 Master Composters are in place across Herefordshire and Worcestershire to support home composting. Began promotion in 2007 alongside WRAP's national campaign, relatively little promotion has been undertaken in comparison to other projects.
Re-use Initiatives	Project Development Officer (Re-Use) employed in 2005. Good working relationship with third / voluntary sector. Social Enterprises involved in Waste and Recycling Forum (SEWAR) facilitated by Re-use Officer. Payment of re-use credits introduced in Worcestershire in 2007.
Sink Your Waste Project	Project Development Officer (Organics and Home Wood Chipping) employed in 2005. HC and WCC offer a cash-back scheme to residents fitting a kitchen food waste disposer. Reasonable take-up across Herefordshire and Worcestershire
Home Shredding - 'Shredderman'	Project Development Officer (Organics and Home Wood Chipping) as above. Home wood chipping service run in 3 districts of Worcestershire since 2004. Initially a free service, charges were introduced to customers from January 2007.
'Jilt the Junk Mail' campaign	"Jilt the Junk Mail" pack developed detailing how residents can reduce unwanted mail. No comprehensive promotions have taken place other than the launch of the "Jilt the Junk Mail" pack. The pack is promoted

Activity	Coverage / Summary
Real Nappy Project and Real Nappy Incentive Scheme	<p>alongside other campaigns at public events.</p> <p>A limited Real Nappy Project has been run across Herefordshire and Worcestershire since 2003/04. In March 2007 the Real Nappy Incentive Scheme was launched across Herefordshire and Worcestershire. The Incentive Scheme is administered by Green Nappies, a social enterprise working with adults with learning difficulties. 10 'Nappaccino' events are run each month across Herefordshire and Worcestershire.</p>
Waste collection policies e.g. side waste restrictions	<p>Some Waste Collection Authorities (WCAs) have policies restricting or forbidding side waste, in order to limit the amount of waste collected from residents and to encourage waste reduction, re-use and recycling.</p>

This section details the options appraisal. The appraisal has been conducted to help the authorities establish where resources can best be allocated to ensure the maximum reduction of waste materials entering the Municipal Solid Waste (MSW) stream.

3.1

METHODOLOGY

An introduction to each initiative option is provided, including a list of risks and benefits. Prevention options are explored, including current approaches being undertaken in the area and further development of the initiatives. Finally a cost/benefit summary involving the determination of whether Herefordshire and Worcestershire will achieve a net benefit through development and implementation of waste prevention programmes is provided.

The aim of this section of the report is to guide the authorities in their future plans when allocating funds to schemes and resources. It intends to present the authorities with examples of ways to push waste prevention schemes to the maximum and is by no means intended to be prescriptive. The options provided show the potential tonnage diversion that could occur if, for example participation rates in home composting were increased or if 'smart shopping' behaviours were adopted by householders, and intends to be an indicative selection of options that will help to guide the authorities when making future plans.

The options provided also show the potential tonnage diversion that could occur if, for example participation rates are increased or coverage of the initiative or scheme is expanded.

Discussions were held with waste prevention officers and waste management staff in order to obtain detailed information relating to current and potential waste prevention schemes, and to agree assumptions regarding potential waste diversion and cost benefit estimates.

The options discussed above have been assessed against a variety of criteria. Consideration was given to the:

- percentage of the waste stream that the waste type constituted;
- potential reduction / diversion (percentage) of the waste stream;
- target levels for the population;
- arisings (tonnage) of MSW diverted from landfill;
- savings in disposal and collection costs;
- costs of initial infrastructure and ongoing programme costs; and
- financial benefit of implementing the prevention or re-use initiative.

A number of assumptions have been made in order to carry out the waste prevention options appraisal which are highlighted in the appraisal for each option. All costs have been based on present costs, with no uplift for inflation, or for example the increasing cost of disposal to landfill and landfill tax. Cost information is provided for comparison purposes only and is not an accurate reflection of 'real' cost or benefit to the authorities, resulting from the implementation of the waste prevention options.

Commercial Vehicle and Trailer (CVT) Permit Scheme

In 2007 a comprehensive CVT scheme was implemented throughout all Household Waste Recycling Centres in Herefordshire and Worcestershire, to actively discourage illegal trade waste deposits into the Municipal Waste Stream. The scheme allows residents to apply for a permit (at no charge) which enables them to use small vans, trailers and lorries to deposit household waste. Site staff have the power to stop vehicles and refuse entry if they suspect that the contents are not household waste.

This scheme is considered to be very successful and the potential for further impact on waste prevention may be minimal. Therefore, this scheme has not been included in the assessment of potential prevention measures and initiatives within this report.

3.1.1 *Home Composting Program*

Home composting prevents garden and vegetable waste from entering the waste stream, and, as such, is an important contributor to targets for the diversion of biodegradable municipal waste (BMW) from landfill and helping to achieve the Landfill Allowance Trading Scheme (LATS) obligations. Home composting does not as yet contribute to meeting LATS obligations, although may well do so in the future. *Table 2.2* highlights benefits and risks associated with initiating further home composting programmes.

Table 3.1 *Home Composting: Benefits and Risks*

Benefits	Risks
<ul style="list-style-type: none"> • Reduced need to buy peat-based composts. • Further public engagement/awareness. • Reduced costs for collection and disposal. • Avoidance of LATS penalties. • Reducing resource/energy use. • Reduced volumes of BMW to be sent to landfill, therefore reduced landfill costs. • Reduced pollution due to fewer car journeys to HWRCs, landfill sites and composting facilities, and reduced collection vehicles on the roads. • Social inclusion through community composting projects. 	<ul style="list-style-type: none"> • Quantities of waste diverted may not reach expected levels due to low demand /participation rate resulting from lack of knowledge, cost of bins and lack of space. • Image- it is not perceived to be relevant or attractive to some groups. • Composting is considered by some to be smelly and unpleasant. • Potential for pests, such as rats, to make their homes in compost bins. • Householder cannot always afford to buy compost bins (the WRAP national home composting programme will not continue to subsidise bins).

In order for home composting schemes to be successful, the householder needs to play an important role in the uptake of the scheme. The individual authorities are responsible for awareness raising, making the scheme more accessible and for assisting residents where necessary, but a significant change in behaviour from residents is necessary for participation to increase.

The individual authorities have adopted the promotion of home composting initiatives as a means of reducing the amount of household waste collected and disposed of in Herefordshire and Worcestershire. Comprehensive campaigns have been running since approximately 2004 to promote home composting across the two counties. A Project Development Officer (Composting) was put in post by HC and WCC in 2005 to further the Home Composting Programme across the two counties.

HC and WCC have been partners in the Waste and Resources Action Programme (WRAP) Home Composting Programme since April 2004. From April 2004 – end July 2008 over 79,000 compost bins were sold via this scheme.

HC and WCC also have a Master Composter Scheme in place, whereby a number of volunteers actively encourage and support residents to compost at home. This scheme has been in place since April 2006.

Road shows and Compost Clinics are run periodically to support existing composters.

There are further opportunities for the authorities in Herefordshire and Worcestershire to increase the level of home composting by ensuring householders continue to use their existing bins and promoting home composting to new users.

Due to the high number of established home composters and the number of bins already sold to residents in the two counties, it is likely to become increasingly difficult to convert remaining householders to home composting. That said, a significant proportion of remaining MSW is biodegradable and can be composted at home. A focused approach to identify those households who have gardens but who are not already composting should be considered.

A support package for composters will help to deliver maximum diversion rates throughout the life of the compost bins sold to date, and bins provided in the future. There is scope to provide further support by expanding the Master Composter Scheme.

There may also be an opportunity to reduce the amount of biodegradable waste sent to landfill and reduce the amount of green waste entering HWRCs by encouraging community groups to start up community composting sites.

Table 2.3 summarises an assessment of the potential for diversion of garden and kitchen waste from households with gardens. ⁽⁴⁾ If 65% of households with gardens throughout Herefordshire and Worcestershire participate in home composting by 2020/21, it has been estimated that up to 4.37% of total MSW arisings can be prevented. This however will require a significant increase in participation through education and incentive campaigns. In theory, over 60% of household waste (by weight) is biodegradable and therefore can be composted. ⁽⁵⁾ However, in practice, 30% of household waste can be composted easily at home, or in the community ⁽⁶⁾ (equating to approximately 360kg per household).

Table 3.2 *Targets for home composting*

Year	Max Target No. of households with Gardens	No. of bins distributed (cumulative)	No. of additional bins required**	Target % of hhholds with space home composting	Number of households based on Target %	Potential for diversion tonnes / yr (at 140Kg/hhold) at 70% participation)
2007/08	-	76,485	-	-	*108,860	-
2010/11	277,100	120,982	44,497	45%	124,695	12,220
2013/14	285,000	167,843	46,861	50%	142,500	13,965
2020/21	303,450	278,031	110,188	65%	197,243	19,330

Assumptions

Diversion tonnages are based on data taken from the Household waste Prevention Toolkit relating to individual authorities that suggest home composting quantities typically range from 100 – 200 kg per household per year ⁽⁷⁾. Recent communication with WRAP who are currently undertaking a review of the toolkit has resulted in a suggested figure of 140kg per household. We have assumed that the percentage of households with gardens (including detached, semi-detached, bungalow and terrace) is 85% (this figure has been supported by WRAP and compares well to census data for 2001, suggesting that 87.5% of households in Herefordshire and Worcestershire had gardens).

* The base figure of 108,860 households' home composting in 2007/8 is calculated using data supplied by WRAP relating specifically to Herefordshire and Worcestershire. This assumes that 29% of households in Herefordshire and Worcestershire were actively home composting before bins were available from WRAP and Herefordshire / Worcestershire partnership, and that 67,500 households received compost bins from the WRAP and Herefordshire / Worcestershire partnership (up to 2007/8). Of those households receiving bins from the partnership up to 2007/08; 50% were already home composting. ⁽⁸⁾

** The number of additional bins requiring distribution, and to have been put into use by each of the target years in *Table 3.2* has been calculated by assuming that each additional household which adopts home composting will require 1.2 compost bins (1.2 is the average number of compost bins per household adopting home composting; this figure was provided by WRAP), and that all home composting bins purchased up to 2010/11 will be replaced by 2020/21 (this is based on the assumption that a compost bin has a 10 year useful life).

Cost and Benefit

Costs involved in this programme include the infrastructure such as composting bins, promotional and advertising costs and the support staff to manage the programme and volunteer support. the overall cost impacts can be seen in *Table 3.1*. local authority can expect cost savings of £10.20 per tonne based on avoided costs of collection and disposal, and factoring in the compost bins, promotion and support work. ⁽⁹⁾

We have estimated based on today's figures, an annual benefit, taking account of initiative costs and avoided disposal ⁽¹⁰⁾ of £1,044,495 in 2020/21.

3.1.2

Real Nappy Project

Using reusable nappies instead of disposables can contribute to the diversion of waste from landfill. In order for reusable nappy initiatives to be successful there needs to be a change in behaviour and attitudes towards the use of these nappies from householders. Authorities need to increase awareness of

available schemes (e.g. laundry services) and some subsidise or incentivise schemes to encourage their uptake; however, these schemes do rely on behavioural changes from householders in order to be effective. *Table 2.4* highlights benefits and risks associated with expanding reusable nappy diversion schemes.

Table 3.3 *Real Nappy project: Benefits and Risks*

Benefits	Risks
<ul style="list-style-type: none"> Greater participation in schemes will ensure ongoing availability. Reducing resource/energy use Once purchased, real nappies can be kept and used for subsequent children. A baby typically gets through 5,000 to 6,000 nappies, weighing around 1 tonne. In comparison, a baby only needs around 20 to 30 modern washable nappies. ⁽¹¹⁾ Using real nappies can save parents money. 	<ul style="list-style-type: none"> An initial investment in the nappies is required which can be an economic barrier to some families. Participation may be dependant on environmental debates regarding the costs and benefits of real nappies.

Herefordshire and Worcestershire currently have a Real Nappy Project which operates across the two counties. This includes a Real Nappy Incentive Scheme which gives parents the opportunity to either receive £30 cash-back when they purchase £50 worth or more of real nappies (excluding accessories) or claim a free pack of 'prefold' nappies worth approximately £15 from 'Green Nappies', a social enterprise working with adults from disadvantaged groups. The scheme is administered by Green Nappies. A network of volunteers has also been mobilised as part of this scheme who run 'Nappaccinos' (informal networking events) and give first hand advice to parents who are looking to use real nappies, or who are struggling with real nappies.

Table 2.5 summarises an assessment for the diversion of disposable nappies from the household waste stream. If 35% of parents with babies use 'real' reusable nappies by 2020/21, up to 0.67% of total MSW arisings can be reduced.

Table 3.4 *Targets for the promotion of real nappies*

Year	Estimated No. of babies in the sub-region	Target % babies in reusables	Target No. of babies in reusables	Potential for diversion (tonnes)
2007/8	23849	4% ⁽¹²⁾	954	334
2010/11	24096	15%	3614	1,265
2013/14	24339	25%	6085	2,130
2020/21	24905	35%	8717	3,051

Assumptions

The number of babies in Herefordshire and Worcestershire has been calculated by determining the percentage of the population in the 0-4 age category (which is 5.2% of the population across Herefordshire and Worcestershire) and multiplying this by 0.625 ($1/4 * 2.5$) to ascertain the proportion of the population between the ages of 0 and 2.5. This figure was used instead of the number of babies born in Herefordshire and Worcestershire, as babies not born within the two counties would not be included in such calculations if they moved into the area. Likewise, this portion of the population may change if babies move out of the area.

Recent studies have estimated that babies generally wear nappies for 2.5 years. During this time, a baby will use approximately 3796 nappies (4 per day).⁽¹³⁾ This equates to a range of approximately 205kgs – 350kgs per child per year over the 2.5 years of estimated use.⁽¹⁴⁾ Based on these estimates, potential reductions have been calculated, as shown in *Table 3.4*.

Cost and benefit

The costs involved for this programme require a small contribution to the salary of a Local Authority coordinator and the costs required to support an incentive scheme (including campaign materials and expenses) focused on waste prevention and re-use. The current scheme is also reliant on the goodwill of a number of volunteers who run the Nappaccinos and give first hand advice to parents who are looking to use real nappies, or who are struggling with real nappies. This time is invaluable but it is difficult to quantify. The overall impacts can be seen in *Table 3.17*.

3.1.3

Sink Your Waste

Herefordshire Council and Worcestershire County Council began promoting the use of kitchen food waste disposers in 2005 by offering a cash-back incentive for residents who fitted a food waste disposer. Kitchen food waste disposers provide a means by which residents can dispose of waste food without it entering the household waste stream. Disposers are particularly useful for residents who cannot compost at home and for disposing of inedible food and cooked food leftovers which should not be composted e.g. meat and fish bones.

It is understood that there are no other local authorities promoting and supporting the cost of food waste disposal units to the householder as a means of diverting biodegradable food waste from the MSW stream. It is commonly thought that sewage undertakers / water companies do not approve of disposal in this way, and to this end the two authorities are stakeholders in a three year collaborative research programme with the Water Research Centre (WRc). Whilst internationally the results of studies into food waste disposers are broadly favourable, there is a growing consensus that if biogas is

effectively utilised from the anaerobic digestion of sewage sludge to generate heat and power, the addition of food waste will not compromise the operation of sewerage systems or waste water treatment facilities.

Table 3.5 *Sink Your Waste: Benefits and Risks*

Benefits	Risks
<ul style="list-style-type: none"> • Further public engagement/awareness of the need to take responsibility for your own waste. • Reduced costs for collection and disposal. • Provides residents with a choice of disposal options for their food waste. • Compliments home composting by providing a method of disposal for getting rid of un-compostable items e.g. meat/ fish bones. • Supports alternate weekly residual collections for those that do not want food waste in their bin for up to two weeks. • Avoidance of LATS penalties. • Reduced volumes of BMW to be sent to landfill, therefore reduced landfill costs. • Reducing resource/energy use. • Reduction in residual waste per household help meet NI191. 	<ul style="list-style-type: none"> • Quantities of waste diverted may not reach expected levels due to low participation rate resulting from lack of knowledge or residents being unable to afford to fit kitchen food waste disposers. • Risk of water companies disapproving of the project due to increased load, operating costs, Animal Bi-products Regulations, Increase in BOD (Biological Oxygen Demand), rodents, blockages causing foul flooding and increased water usage. • Household maintenance and replacement costs may be prohibitive for some.

The Sink Your Waste scheme offers residents of Herefordshire and Worcestershire a rebate of £20 - £80 against the purchase and fitting of a food waste disposal unit. Informal partnerships have been developed with manufacturers and distributors of disposal units to promote this initiative. The total number of 'cash back' rebates and corresponding units installed up to the end of 2007/8 was 1469. This represents approximately 0.5% of total households in the two authority areas.

Road shows are periodically held in shopping centres, market towns and supermarkets and at public events to demonstrate the use of disposal units to the householders. It is understood that no other local authorities promote disposal units in this way.

Table 2.7 summarises an assessment of the potential for diversion of food waste from the household waste stream. If the number of units installed increased to 5% of total households by 2020/21, this scheme would divert an estimated 0.73% of MSW.

Table 3.6 *Targets for the Sink Your Waste Food waste disposal unit initiative*

Year	Target No. Households (cumulative)	Target % Households (of total in the sub-region)	Potential for diversion (tonnes / yr)
2007/8	1469	< 0.5%	264
2010/11	3260	1%	587
2013/14	10050	3%	1,809
2020/21	17850	5%	3,213

Assumptions

It has been assumed that each disposal unit on average diverts 1.44 tonnes of waste from the MSW stream over its 8 year life; corresponding to approximately 180 kgs per unit each year. ⁽¹⁵⁾ The potential diversion as shown in *table 2.7* has been estimated on this basis.

Cost and benefit

The cost to the two authorities per unit, including staff costs and promotional activities has been an average of approximately £145 (up to 2007/8). It is understood that the budget for promotional activities has been reduced, however this average cost up to 2007/8 has been used to approximate ongoing costs. The overall net benefit of this initiative can be seen in *Table 3.17*.

3.1.4 *Home Shredding : Shredderman*

WCC has been operating the ‘Shredderman’ service for a number of years. The main objective of this service is to encourage residents to retain their garden waste at home and use it as a resource. A Shredder vehicle and operative visits homes to shred large woody garden waste for use in the householders own grounds. Residents may otherwise have taken this waste to Household Waste Recycling Centres (HWRCs) for composting. This scheme aims to divert garden waste from HWRCs and thus avoid associated treatment and disposal costs.

Table 3.7 *Home Shredding - Benefits and Risks*

Benefits	Risks
<ul style="list-style-type: none"> • Reduces tonnage of green waste entering Household Waste Recycling Centres. • Converts garden waste into a valuable resource and encourages residents to use this at home. • Demonstrates the proximity principle of dealing with waste as near as possible to point of origin. • Compliments home composting by providing an option for being able to compost larger woody items at home. • Provides an alternative to separately collected green garden waste. • Further public engagement/awareness of the need to take responsibility for your own waste. • Reduced costs for collection and disposal. • Reduced number of vehicles on roads as residents no longer need to visit Household Waste Recycling Centres to deal with green garden waste. • Shredderman contributes towards the national waste strategy target of reducing household waste to 450kg per person pa in 2020. 	<ul style="list-style-type: none"> • Quantities of waste diverted may not reach expected levels if the service is not fully booked. • Mechanical failure / breakdown which leads to curtailment of the service. • Income generated may have peaked leading to unsuitability of future price increases to the customer. • Service is currently dependant on co-operation of Redditch Borough Council landscaping and cleansing department. • Residents may still take shredded by material to a HWRC, resulting in the authority paying twice for treatment and disposal.

Shredderman was initially a free service for residents, however since 2007 a charge has been introduced. To date this service has been run as a trial only in the Wychavon, Worcester City and Redditch districts. This service has not been extended into Herefordshire due to the rural nature of the county and the large distance between homes, which would increase travel times and costs for the operation of the service.

Additional promotion of ‘home shredding’ by residents has been conducted, to encourage residents to purchase a garden shredder and shred woody garden waste at home. Promotions have been on a relatively small scale.

Table 2.9 summarises an assessment of the potential for diversion of garden waste from the household waste stream as a result of an expansion of the Shredderman service. If the number of customer visits was increased to 2700 per year in 2020/21 (roughly doubling the impact of the current service), this scheme would divert an estimated 0.2% of MSW.

Table 3.8 *Targets for home shredding: Shredderman*

Year	Target No. customer visits	Customer growth (from 2007/8 base visits)	Potential for diversion (tonnes / yr)
2007/8	1350	-	462
2010/11	1688	25%	577
2013/14	2025	50%	693
2020/21	2700	100%	923

Assumptions

It has been assumed, that based on the operation of the current service, a maximum of 1350 customer visits is possible each year, and on average 342kgs of waste are diverted for each customer visit (this is based on the annual tonnage diverted in 2007/8, divided by the number of customer visits).

Cost and Benefit

Costs have been based on the actual running cost (which includes staff time and associated promotional costs) for 2007/8 and the income from customer charges. When the potential avoided cost of disposal is considered ⁽¹⁶⁾ the net cost of this service operating in 2020/21 is estimated at £9,589.

3.1.5 *Junk Mail Prevention: Jilt the junk mail campaign*

Unwanted mail, including advertising materials and free newspapers, accounts for around 3% of household waste. ⁽¹⁷⁾ Preventing unwanted mail relies on householders refusing handouts/free papers and by committing to the mailing preference service to limit postal promotions. In order for householders to be aware of these schemes, authorities need to raise awareness and provide relevant information. Benefits and risks associated with initiating a Mailing Preference Service promotional campaign across the sub-region are summarised in *Table 3.9* below.

Table 3.9 *Junk Mail Prevention - Benefits and Risks*

Benefits	Risks
<ul style="list-style-type: none">• Once a household has committed to the Mailing Preference Service, reductions will be observed after 3-4 months.• Where commingled recycling services are offered, the reduction of this waste stream will allow more capacity within kerbside boxes / wheeled bins.• Reducing resource/energy use.• Could potentially divert BMW away from landfill.	<ul style="list-style-type: none">• To achieve maximum reduction, householders will need also to commit to reducing unwanted mail by refusing handouts, flyers and free newspapers and magazines.• Reduce quantity of material for recycling.

The “Jilt the Junk Mail” campaign has been promoted throughout Herefordshire and Worcestershire however; opportunities do exist to extend promotional activity further. A “Jilt the Junk Mail” pack has already been produced and could be used more extensively and built upon in future.

Table 3.10 summarises an assessment of the potential for prevention of unwanted mail from household waste. If 50% of households actively

participated in a prevention programme by 2020/21 up to 1.26% of the total MSW stream could be prevented.

Table 3.10 *Targets for reducing Junk Mail within the MSW Stream*

Year	Participating Households	Potential diversion (tonnes / yr)
2007/8	5%	487
2010/11	20%	2,034
2013/14	25%	2,613
2020/21	50%	5,569

Assumptions

The quantity of unwanted mail generated within households was estimated at 3% (or 0.6kgs per household per week). ⁽¹⁸⁾

Cost and benefit

There is limited data available to support estimated costs for such a promotional scheme; however costs should include contribution to the salary of Local Authority staff and the association promotional and campaign materials. For this exercise we have assumed a promotions and campaign cost of £2 per household (inclusive of all associated costs) to be split equally between Junk Mail, Smart Shopping and Food Waste prevention initiatives. Taking account of this cost and the potential avoided cost of disposal, the net benefit of this initiative in 2020/21 is estimated to be £183,559. The overall net benefit of this initiative can be seen in *Table 3.17*.

3.1.6 *Smart Shopping*

Householders can influence waste arisings through informed purchasing to reduce waste entering the home and then the municipal waste stream. Waste can also be reduced through buying more durable goods, or reusing and repairing products in the home. This includes for example householders taking their own plastic bags or reusable bags to supermarkets, choosing products that use less packaging, buying products made of recyclable materials and buying refills (generally available for products such as fabric conditioner and washing powders). Local authorities, such as Surrey County Council and the London Borough of Richmond have implemented smart/sustainable shopping programmes or Shop SMART (Save Money and Reduce Trash). HC and WCC have touched upon the principle of Shop Smart in correspondence with residents but there is potential to run more comprehensive campaigns in future. Consumer purchasing decisions can impact upon more than 60% of waste generated from purchased goods. ⁽¹⁹⁾

Benefits and risks associated with initiating a shop smart re-use campaign across Herefordshire and Worcestershire are summarized in *Table 3.11*.

Table 3.11 Smart Shopping - Benefits and Risks

Benefits	Risks
<ul style="list-style-type: none"> • Campaign may have wider benefits in raising environmental awareness • Reducing resource / energy use 	<ul style="list-style-type: none"> • Difficult to achieve major reductions in waste without industry cooperation and government intervention such as a plastic bag tax, indirect / direct charging for waste collection and disposal.

Targeting various stakeholders will be essential to ensure the success of a smart shopping programme. Encouraging industry to reduce packaging materials in supermarkets will also assist.

Incentivising prevention programmes may assist with reducing waste within the community. Ultimately, educating the community to consider the impact of their choices on the environment is likely to lead to long-term behaviour change and thus greater success regarding waste prevention.

It is important to stress that behavioural changes are essential for smart shopping programmes to be successful. Householders, supermarkets, authorities and packaging manufacturers/suppliers all need to be involved in changing current practices in order for packaging to be reduced and for more informed purchasing to be undertaken. Raising awareness through advertising is an important way to change current shopping habits.

Currently, there are no waste aware (smart) shopping schemes in Herefordshire and Worcestershire, therefore, the potential impact of introducing a scheme if successful is likely to be great. *Table 3.12* summarises an assessment of the potential for diversion of shopping/packaging waste within the two counties. Packaging/shopping waste makes up 60% of the total waste arising in the household waste stream. If 35% of households reduce their shopping/packaging waste by just 10% by 2020/21, over 10,500 tonnes of waste could be diverted (this represents 2.38% of total MSW arisings).

Table 3.12 Targets for reduction of shopping waste within the MSW stream

Year	Estimated achievable reduction of household waste	Households participating in behaviour change	Potential exclusion (tonnes / yr)
2007/8	10%	5%	1,357
2010/11	10%	10%	2,788
2013/14	10%	20%	9,960
2020/21	10%	35%	10,516

Assumptions

This analysis is based on studies ⁽²⁰⁾ that have calculated that:

- shopping waste constitutes 60% of the household waste stream; and
- a 10% reduction of waste in each household can be observed.

Cost and Benefit

There is limited data available to support estimated costs for such a promotional scheme. The costs involved for this programme require contribution to the salary of a number of Local Authority coordinators in addition to campaign materials, promotional costs and expenses focused on smart shopping.

For this exercise we have assumed a promotions and campaign cost of £2 per household (inclusive of all associated costs) to be split equally between Junk Mail, Smart Shopping and Food Waste prevention initiatives. Taking account of this cost and the potential avoided cost of disposal, the net benefit of this initiative in 2020/21 is estimated to be £555,919. The overall net benefit of this initiative is can be seen in *Table 3.17*.

3.1.7

Reuse initiatives

Re-use involves passing on used goods (with or without sorting / refurbishment) to those who can make further use of them. Re-use presents Herefordshire and Worcestershire with a low cost opportunity to increase tonnages diverted from the waste stream.

One study has found that 77% of upholstered furniture and 60% of domestic appliances disposed at HWRC sites could theoretically be refurbished and re-used. ⁽²¹⁾ Furthermore, HWRC sites committed to re-use have been found to generally have higher recycling rates, as a result of increased public awareness and improved staff motivation. ⁽²²⁾ Other schemes such as Freecycle, a web-based free trading system, have proven successful at allowing the community to benefit from re-use opportunities. To maximise the re-use potential of the waste stream, a forum has been established across the two counties; the Social Enterprises involved in Waste and Recycling Forum (SEWAR) was formed in 2005. A Re-use Officer is in post to support awareness raising of the Re-use organizations operating in the two counties and to increase participation. *Table 3.13* highlights benefits and risks associated with initiating re-use campaigns across the area.

Table 3.13 *Re-use Schemes - Benefits and Risks*

Benefits	Risks
<ul style="list-style-type: none"> • Creation of jobs and training opportunities particularly for disadvantaged groups. • Provision of low-cost goods for low income families, schools and charities. • Help to meet requirements of the WEEE Directive. • Second-hand and charity stores can distribute reusable materials and raise money. • Reducing resource/energy use. • Hazardous waste reduction such as electrical equipment and paint. • Diverts waste from landfill. 	<ul style="list-style-type: none"> • Poor public image/pre-conceived negative images of used goods can become a barrier to establishing a successful scheme. • Concerns include security (eg computers), liability (H & S), and selling items and keeping money on-site (HWRCs). • Goods donated to charitable organizations which are not accepted or cannot be sold may be returned to HWRC sites. • Some re-use schemes may delay waste going to landfill rather than permanently diverting it.

Re-use in the community and the home offers the potential to reduce arisings of many items of waste including packaging, electrical equipment, furniture, wood, textiles, books, CDs, bicycles, tools, and paint. A number of reuse charities and organisations have been working in Herefordshire and Worcestershire for many years. These are well-established and known to residents for donations of second-hand furniture and domestic appliances, and some offer a free collection service from peoples' homes. The effect may be relatively localised in a neighbourhood or, in the case of some larger organizations, initiatives have an impact throughout Herefordshire and Worcestershire.

Table 3.14 *Re-use initiatives in Herefordshire and Worcestershire*

Re-use scheme	Details
Project Development Officer (Re-use)	A full time member of staff was put in place to manage the Re-use Project across Herefordshire and Worcestershire in 2005.
Social Enterprises involved in Waste and Recycling Forum (SEWAR)	WCC facilitates the forum, which has met regularly since July 2005. This has improved relationships between the LA and the third sector.
Re-use credits	The forum has seen the introduction of re-use credits in Worcestershire, a fair system of financial rewarding and incentivising the diversion of waste from landfill. Payment of re-use credits in Herefordshire is beginning to be implemented.
Community Grants for Re-use and Recycling	A community grant scheme to support organisations involved in re-use activities was introduced in April 2007. This is planned to be an annual activity.
Re-use Guide	A local directory of re-use organisations has been produced to signpost public donations.

Re-use scheme	Details
Furniture and electrical appliances	HC and WCC work well with several well-established furniture and electrical appliance re-use organisations. Furniture and electrical appliances are donated to them by members of the public, some offer collection services.
Business waste – Scrapstore	The main focus has been on household waste, however, the authorities work with a local “scrapstore” who take in business waste and then offer it to the community as art resources
Freecycle	The Officer responsible for Re-use has worked with Freecycle moderators to further awareness of the movement and maximise usage
Swap Shops	The Project Development Officer (Re-use) introduced Swap Shops in 2008 and is assisting community groups in running their own events
Bicycle Re-use	WCC works closely with a number of social enterprises involved in bicycle re-use, who engage with disaffected teenagers and adults with disabilities
Computer Re-use	Work with local charities who re-use and recycle computers and help to provide employment for adults with learning difficulties
Re-use at Household Waste Recycling Centres	This is fairly limited at this stage however possibilities are being explored for introducing re-use at sites in the two counties
Charity Shops	HC and WCC encourage members of the public to donate to/ buy from charity shops

Residents are currently able to contact the Waste Collection Authorities for a bulky waste collection of larger items (in most districts of Worcestershire this is a charged service; excluding Wychavon). The majority of waste collected is sent to landfill with the exception of white goods which are subject to the requirements of WEEE legislation. Herefordshire have an agreement with a re-use organization who handle their bulky waste collections and select items for reuse. There is scope for a similar scheme in Worcestershire.

The new National Indicator (NI 192) includes re-use as a measurable outcome which gives more incentive to support re-use, particularly exploring opportunities to develop re-use at Household Waste Recycling Centres, alongside recycling.

Efforts can be increased amongst the authorities to re-use goods that would otherwise become waste. *Table 2.16* summarises the potential for diversion of re-usable items from the MSW stream. If 25% of households re-used goods by 2020/21, up to 1.25% of total MSW arisings could be diverted.

Table 3.15 *Targets for re-use of waste*

Year	Target proportion of households participating	Target diversion assuming 2% reusable (tonnes / yr)	Target diversion assuming 5% reusable (tonnes / yr)
2007/8	+5%	-	1,327
2010/11	10%	817	2,042
2013/14	15%	1,255	3,139
2020/21	25%	2,209	5,523

Assumptions

In general, estimates lie between 2% and 5% ⁽²³⁾ of total MSW material arisings that can be re-used. These figures have been used to calculate the lower and upper bounds of what might be achieved through further focus on re-use. Further in-depth waste composition analysis particularly of bulky waste streams will allow the potential for diversion and prevention through re-use to be better understood.

Cost and Benefit

The costs involved in a re-use programme include establishing re-use facilities (e.g. as part of a HWRC site), staff costs, payment of reuse credits and promotion costs. Costs for running and supporting reuse initiatives in Herefordshire and Worcestershire have been based on the actual costs in 2007/08 which equate to approximately £77 per tonne. When the potential avoided cost of disposal is considered ⁽²⁴⁾ the net *cost* of this service operating in 2020/21 is estimated at £9,555. The overall benefits of re-use initiatives can be seen in *Table 3.17*.

3.1.8 *Food Waste Prevention : Love Food Hate Waste Campaign*

The waste compositional analysis carried out across Herefordshire and Worcestershire in 2007/08 by Resource Futures highlights that approximately 25% waste entering the household collected waste stream is food waste. Some food waste is inevitable, for example, meat bones, vegetable peelings however currently a lot of the food which gets thrown away is perfectly edible.

Herefordshire Council and Worcestershire County Council are running projects to help reduce the amount of inedible food waste entering the waste stream by implementing home composting and food waste disposer initiatives.

Households can reduce the amount of food waste that they produce through making better informed purchases and by knowing how to store and prepare food to gain the maximum potential from the food they buy whilst producing minimum waste.

Herefordshire Council and Worcestershire County Council have already begun encouraging residents to consider and act on the amount of food that they waste by supporting the WRAP; Love Food Hate Waste initiative. However, this is only a start and far more work needs to be done to reduce the amount of food waste, one of the single biggest elements contributing to the household waste stream.

WRAP studies, issued in 2007, found that UK households create 6.7 million tonnes of food waste each year; accounting for some 19% of municipal waste. Research suggests that most of this could have been eaten if it had been managed better (stored correctly, used in time and cooked in the correct quantities). ⁽²⁵⁾

The potential for further food waste reduction is likely to be impacted by a growth in Home composting, smart shopping behaviours and the use of food waste disposers already discussed in this report. It is therefore difficult to accurately determine the impact of a campaign alone on extra diversion.

Table 3.16 summarises an assessment of the potential for further diversion of food waste through a targeted and sustained promotion and education campaign.

Table 3.16 *Targets for Food Waste Prevention*

Year	Total diversion via home composting and Sink Your Waste scheme (tonnes / yr)	Additional prevention target for remaining food waste within MSW	Potential additional prevention diversion (tonnes / yr)
2007/8	6,505	2%	1,212
2010/11	8,066	10%	6,235
2013/14	10,359	15%	9,300
2020/21	15,030	25%	15,516

Assumptions

Recent reports suggest that approximately 216kgs of food waste are produced each year per household. ⁽²⁶⁾ This is equivalent to 17% of MSW in Herefordshire and Worcestershire which is broadly consistent with the figure of up to 19% reported as part of the WRAP *love food hate waste campaign*.

We have assumed that each household participating in home composting will divert 60kgs of food waste per year via home composting ⁽²⁷⁾, and that the diversion via food waste disposers outlined in Table 3.6 is achieved. The remaining fraction of food waste in MSW can be targeted.

Cost and benefit

There is limited data available to support estimated costs for such a promotional scheme; however costs should include contribution to the salary of Local Authority staff and the association promotional and campaign materials. For this exercise we have assumed a promotions and campaign cost of £2 per household (inclusive of all associated costs) to be split equally between Junk Mail, Smart Shopping and Food Waste prevention initiatives. Taking account of this cost and the potential avoided cost of disposal, the net benefit of this initiative in 2020/21 is estimated to be £932,269. The overall net benefit of this initiative is can be seen in *Table 3.17*.

3.2

PREVENTION AND RE-USE ACTIONS AND OPTIONS IN PERSPECTIVE

This section of the report considers the net benefit of prevention and re-use initiatives and presents the contribution of individual initiatives to the overall waste prevention potential. It is important to note that Herefordshire and Worcestershire authorities have been running waste minimisation schemes for some time. Both authorities have experienced a below average waste growth rate (1%) per annum and at present the levels of waste are decreasing not growing.

The net benefit of prevention and re-use programmes needs to be considered when deciding on the most effective course of action and to allow decision makers to apportion resources appropriately. *Figure 3.1* highlights the maximum diversion rates that might be expected if the targets discussed in the preceding section are achieved. A combination of prevention and re-use programmes is recommended so the general message of the need to reduce waste is reinforced.

Figure 3.1 *Relative Contribution of Prevention and Re-use Measures to total 'Avoidable' Waste at 2020/21 levels*

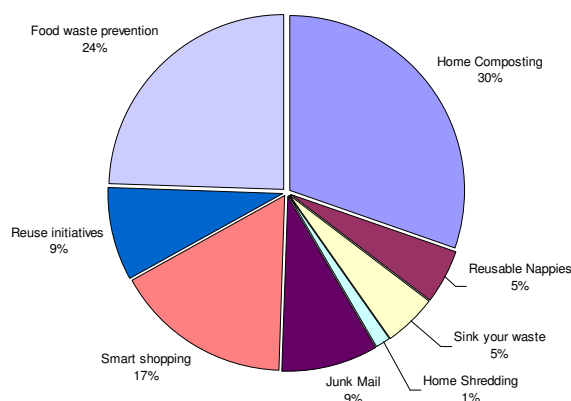


Table 3.17 gives indicative details ⁽²⁸⁾ of the likely impact of the waste prevention and reuse campaigns. The data shows the potential tonnage diverted and illustrates which scheme is most beneficial financially through the use of a ranking system.

A simple assessment of impact on householder behaviours has also been included, based on the Defra 4 E's ⁽²⁹⁾ model which includes the initiative or scheme ability to:

- Enable;
- Engage;
- Exemplify; and
- Encourage.

Table 3.17 Indicative Impacts of Implementation of Waste Prevention Initiatives and Schemes

Initiative	Potential % reduction in MSW tonnage 2010/11	Potential % reduction in MSW tonnage 2020/21	Potential diversion tonnes / yr 2010/11	Potential diversion tonnes / yr 2020/21	Potential avoided cumulative disposal costs (rank)	Total cost (-)/ benefit 2020/21 (30)	Influence over householder behaviours	Overall net benefit (31)
Home composting	2.99%	4.37%	12,220	19,330	1 st	£1,044,495 ⁽³²⁾	****	★★★★★★★★
Real nappy project	0.31%	0.69%	1,266	3,051	7 th	-£28,862	***	★★
Sink your waste	0.14%	0.73%	587	3,213	6 th	£96,813	**	★★★
Home Shredding	0.14%	0.21%	577	923	8 th	-£9,589	*	★
Junk Mail prevention	0.50%	1.26%	2,034	5,569	4 th	£183,559	***	★★★★★
Smart shopping	0.68%	2.38%	2,778	10,516	3 rd	£555,919	***	★★★★★★
Reuse initiatives	0.50%	1.25%	2,042	5,523	5 th	-£9,555	****	★★★★
Food waste prevention	1.53%	3.51%	6,235	15,516	2 nd	£932,269	***	★★★★★★
TOTAL	6.79%	14.40%	27739	63641	-	£2,765,049	-	-

It is evident from the information presented in the previous sections that Herefordshire and Worcestershire council's currently operate a significant number of successful waste prevention schemes and these help to reduce the amount of waste being sent to landfill. A 'Waste Challenge Team' has been established, with officers supporting many initiatives. The work of this team in conjunction with WRAP and various partners is recognised as very good practice, particularly with respect to, home composting initiatives. However, it is difficult to predict accurately what specific impact many schemes have had or will have if further developed. So, ongoing monitoring of such waste minimisation and prevention schemes will ensure that more accurate data is available for this purpose in the future.

Some waste minimisation schemes require a high initial capital expenditure but result in higher cost savings and higher diversion tonnages. It is evident that some schemes provide better value for money than others. This report should help guide the authorities' decisions when choosing to invest further in existing schemes and start up future initiatives.

From this appraisal it is clear that a number of campaign led schemes; focussing on Junk Mail, Smart Shopping and Food Waste prevention can have a large impact on diversion (together accounting for over 40% of the potential diversion by 2020/21).

Home composting, whilst already successful to a large degree, continues to provide the single most effective potential prevention measure in Herefordshire and Worcestershire (30% of the potential diversion assessed by 2020/21).

It is important to note that the assessment intends to be a guidance document to provide suggestions on how to increase waste prevention and re-use in Herefordshire and Worcestershire. It does not intend to set specific targets for the authorities.

The success of waste prevention relies on bringing about behavioural changes in householders, waste producers (such as packaging manufacturers) and supermarkets as well as better education and awareness raising, advertising and general assistance from authorities in getting the messages across. It is essential that these groups work together more effectively in order for these schemes to divert significant amounts of waste from landfill.

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END NOTES:

- (1) Defra (2005) *Guidance on Municipal Waste Management Strategies*, July 2005, p. 7.
- (2) <http://www.defra.gov.uk/environment/waste/localauth/practice-guidance/pdf/infosheet10.pdf> p. 1. (Accessed October 2008)
- (3) *National Resource and Waste Forum / WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (4) It was assumed that households defined as detached, semi-detached, terrace or bungalows have gardens. Data for H&W was taken from the National Statistics Web Site: www.neighbourhood.statistics.gov.uk Household growth projections for each district have been taken from Communities and Local Government data: www.communities.gov.uk
- (5) *Defra Strategy Unit Report - Waste not Want not (2002)*
- (6) *National Resource and Waste Forum/WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (7) *National Resource and Waste Forum/WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (8) *Discussions with WRAP officers October 2008.*
- (9) *National Resource and Waste Forum/WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (10) *Disposal costs are assumed to be £75.27 per tonne (un audited), which is the weighted average of the BV87 figure for the two authorities reported in Waste Challenge Team Evaluation Report, September 2008.*
- (11) *National Resource and Waste Forum/WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (12) *Research by the EA (2004) determined that the market share of reusable nappies was less than 4% - Life Cycle Assessment of Disposable and Reusable Nappies in the UK, May 2005.*
- (13) *An updated lifecycle assessment study for disposable and reusable nappies (Defra, WRAP) 2008.*
- (14) *The updated assessment referred to above includes a range of soiled disposal weights (page 13, table 2.2), with WRAP providing the highest based on a recent sampling exercise. We have used the highest weight for this exercise*
- (15) *Weight data taken from an Environmental Impact Study of Food Waste Disposers for Herefordshire Council and Worcestershire County Council by Dr Tim Evans 2007*
- (16) *Disposal costs are assumed to be £71.68 per tonne (unaudited), which is the BV87 figure for the Worcestershire reported in Waste Challenge Team Evaluation Report, September 2008.*
- (17) *National Resource and Waste Forum/WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (18) *National Resource and Waste Forum/WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (19) *National Resource and Waste Forum/WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (20) *National Resource and Waste Forum/WRAP Household Waste Prevention Toolkit 2006 (currently under revision October 2008)*
- (21) *Anderson (1999) Recycle, re-use, burn or bury?*
- (22) *Cameron-Beaumont, Bridgewater & Seabrook (2004). National Assessment of Civic Amenity Sites: maximising recycling rates at civic amenity sites. Future West, Network Recycling. Chapter 3.3*
- (23) *Cameron-Beaumont, Bridgewater & Seabrook (2004). National Assessment of Civic Amenity Sites: maximising recycling rates at civic amenity sites. Future West, Network Recycling. Chapter 3.3*
- (24) *Disposal costs are assumed to be £75.27 per tonne (un audited), which is the weighted average of the BV87 figure for the two authorities reported in Waste Challenge Team Evaluation Report, September 2008.*
- (25) *WRAP - Dealing with Food Waste in the UK, March 2007*
- (26) *WRAP - Dealing with Food Waste in the UK, March 2007*
- (27) *WRAP - Dealing with Food Waste in the UK, March 2007*
- (28) *Based on data provided by the National Resource and Waste Forum Waste Prevention Toolkit, 2006. Data, where relevant, have been increased to account for the number of households and tonnages provided by the local authorities in comparison to the examples used in the Toolkit.*
- (29) *Securing the future, UK sustainable development strategy 2005*
- (30) *This has been assessed through an amalgamation of the estimated capital and running costs plus the avoided disposal costs for the year 2020/21.*

(31) This is a simple summary assessment of the over all benefit of the initiative; taking account of the diversion, cost / benefit and influence over behaviours. The highest number of stars represents the scheme with the greatest overall benefit.

(32) This cost has been adjusted to assume a £15 additional cost per compost bin provided in 2020/21 to cover the cost of retail and supply of bins and incentives to householders as support and grants cannot be guaranteed in future.

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Recycling and Composting Options Appraisal

1.0 Introduction

- 1.1 In line with its commitment to sustainable development, Waste Strategy for England 2007 aims to change the way waste is managed. Government policy seeks to break the link between economic growth and the amount of waste produced and to drive management of waste up the Waste Hierarchy. Where waste is produced it should be viewed as a resource to be put to good use; disposal should be the last option for dealing with it.
- 1.2 The aim of this study is to look at the impact of various options for the Partnership as a whole. This study looks at the overall effect that these options might have in helping the Partnership as a whole to meet its landfill diversion requirements by increasing the amount of waste recycled and composted, rather than examining impacts at an individual authority level.
- 1.3 The study intends to help guide the Partnership in choosing the most practical and cost effective means of increasing levels of recycling and composting across the counties.
- 1.4 This appraisal considers recycling and composting options in order to:
- Set achievable targets for recycling and composting
 - Enable the authorities to plan future service changes

2.0 Current Situation

2.1 Table 1 – Recycling and composting performance for each authority

Waste Collection Authority (WCA)	Combined BVPI Recycling and Composting for 2007/08		Predicted performance for Reuse, Recycling and Composting National Indicator in 2008/09 (%)
	Target (%)	Performance (%)	
Bromsgrove	20	43.41	43
Malvern Hills	20	25.50	26
Redditch	20	32.00	33
Worcester City	24	33.00	35
Wychavon	21	23.75	31
Wyre Forest	20	29.00	28
Worcestershire	30	38.01	40
Herefordshire	21	30.50	32
Combined			

2.2 Table 2 - Waste Collection Authorities – existing collection schemes

WCA	Residual Waste Collection		Recycling Collection		Green Waste Collection	Food Waste Collection	Bulky Waste Collection	Commercial Waste Collection
	Weekly	Fortnightly	Weekly	Fortnightly				
Bromsgrove	-	W	-	Bo	F	✘	✓	✓
Malvern Hills	Ba	-	-	Ba	✘	✘	✓	✓
Redditch	-	W	-	W	✘	✘	✓	C
Worcester City	-	W	-	W	✘	✘	✓	✓
Wychavon	Ba	-	-	Ba/Bo	P	✘	✓	✓
Wyre Forest	-	W	Bo	-	✘	✘	✓	✓
Herefordshire	Ba	-	-	Ba	✘	✘	✓	✓

Key

Ba - Bag; Bo - Box; C - Contracted out; F - Free; P - Paid for;
 W - Wheeled bin; ✓ - Service provided; ✘ - Service not provided

2.3 Household Waste Sites

2.3.1 The following materials are currently separated at one or more of the Household Waste sites in Herefordshire and Worcestershire for recycling or composting:

- Food and drink cans/aerosols
- Scrap metal
- Green waste
- Household and automotive batteries
- Paper and cardboard
- Soil and rubble
- Timber
- Textiles
- LPG bottles
- Shoes
- Glass bottles and jars
- WEEE (LDA, SDA, Fluorescent tubes, CRT's and Fridges)
- Oil
- Aluminium foil
- Plastic bottles
- Mobile phones
- Printer cartridges
- Household chemicals

As there is currently an extensive range of recyclables collected at the Household Waste Sites there are no plans to expand the range.

2.4 Street Sweepings

- 2.4.1 All street sweepings collected by the WCA's are currently landfilled. 'Street sweepings' consist of material collected through street cleansing operations and includes a large amount of detritus made up of grit, silt and other organic material which is mainly removed through mechanical sweeping operations.

3.0 Planned collection changes to increase levels of recycling/composting

- 3.1 A Core Collection Service has been identified and agreed across the Partnership as outlined in Policy 8:

Policy 8

The Core Collection Service

1. *All authorities will collect the same materials for recycling through a commingled collection;*
2. *All authorities will prevent waste and increase the amount recycled through restricting either:*
 - a) *Collection frequency and/or*
 - b) *Container size*

- 3.2 There are a number of planned changes to collection services which will also increase levels of recycling and composting over the next two years as listed below:

3.2.1 Bromsgrove

Introduction of the 'Core Service' fortnightly residual waste collection in a wheeled bin and fortnightly collection of recyclables in a wheeled bin on an alternating weekly basis with an expanded range of recyclables.

From March 2009 Bromsgrove will replace their existing free of charge green waste collection service with an opt in chargeable green waste collection service for 9 months of the year (March to November).

3.2.2 Malvern Hills

Consultation on the future arrangements for the waste collection service is currently being undertaken.

3.2.3 Redditch

No changes are currently planned other than the introduction of bespoke recycling services to a small number of properties which were unsuitable for the Core Collection Service (e.g. flats).

3.2.4 Worcester City

No changes are currently planned.

3.2.5 Wychavon

Between September 2008 and March 2009 Wychavon will phase in the 'Core Service' of fortnightly residual waste collection in a wheeled bin and fortnightly collection of recyclables in a wheeled bin on an alternating weekly basis with an expanded range of recyclables.

Between September 2008 and March 2009 Wychavon will phase in a weekly food waste collection service where one week the food waste will be added to the residual waste stream and go to landfill and on the other week it will be taken to an in-vessel composting facility for treatment to create a soil conditioner.

3.2.6 Wyre Forest

From 2010 onwards Wyre Forest will introduce the 'Core Service' fortnightly residual waste collection in a wheeled bin and fortnightly collection of recyclables in a wheeled bin on an alternating weekly basis with an expanded range of recyclables.

3.2.7 Herefordshire

From November 2009 Herefordshire will introduce a weekly sack collection of residual waste and a fortnightly wheeled bin collection of recyclables.

4.0 Planned disposal changes to increase levels of recycling/composting

4.1 In order to deliver the recycling commitment of the Core Service, the Disposal Authorities are constructing a new Materials Reclamation Facility 'EnviroSort'. This facility will be able to sort an increased range of commingled recyclables including glass bottles and jars, cans, paper and cardboard, foil, mixed plastics and waxed cartons.

4.2 The commingled collection is already in place in Redditch and Worcester City and is proven to result in high levels of coverage, participation and capture of material.

5.0 Options for increasing Recycling and Composting

5.1 The recycling and composting options were identified through consultation with the Officer Waste Forum. Workshops were held to identify the options as listed below:

1. Introduce paid for collection of garden waste

2. Introduce free collection of garden waste to all households
 3. Introduce compostable kitchen waste collections to all households
 4. Commingled collection of recyclables to all households
 5. Introduce collection of textiles working in partnership with the Third Sector to all households
 6. Reduce the number of bring sites and/or range of materials collected
 7. Increase recycling and composting at Household Waste Sites to 75%
 8. Increase recycling and composting at Household Waste Sites to 80%
- 5.2 The number of options was then reduced to those that were considered to be deliverable in terms of cost and performance. Those that were discarded and the reasons why are outlined below:

5.2.1 Introduce free collection of garden waste to all households

This option was discarded as it would result in a significant increase in the amount of municipal waste handled and the cost for both collection and disposal would be significant. The current JMWMS promotes home composting as the key way for dealing with garden waste.

5.2.2 Introduce collection of textiles working in partnership with the Third Sector to all households

Detailed modelling was not completed on this option, however it is recognised that this idea is worth considering and will be carried forward to the Strategy Action Plan.

5.2.3 Reduce the number of bring sites and/or range of materials collected

Bring sites still have a significant part to play, even where there is substantial kerbside collection. However, this option has been discarded until we have rolled out the Core Service across all authorities and are able to assess its impact.

5.2.4 Increase recycling and composting at Household Waste Sites to 75% or 80%

The majority of Household Waste Sites are currently achieving recycling/composting levels in excess of 70% which is in line with the best performing sites in the country. Capacity for recycling/composting facilities at the sites has been reached and there would be a significant cost in developing these sites further. Therefore this option was discarded as a practical and cost effective way of increasing levels of recycling and composting.

- 5.3 During the Workshops, additional options of recycling street sweepings and commercial waste were identified and these have been carried through to the appraisal below.

6.0 Assessment of Options

6.1 Costs and performance benefits against each of the options were modelled. As part of this, we were able to explore the impacts of options in different scenarios – for example increasing numbers of households receiving a service, or excluding a whole district area. The findings for each option are outlined below.

6.2 Paid for green waste collections

6.2.1 Wychavon is currently the only WCA offering a paid for green waste collection. This is available all year round, to all residents, but is dependent on there being space on the particular collection round the resident is on. Bromsgrove currently offer a free green waste collection service to all residents. This will change to a paid for collection from March 2009 for nine months of the year.

6.2.2 If this is an option the WCA's are keen to implement, then it is important that in order to avoid any confusion between neighbouring authorities a consistent approach is considered across the partnership. Differences in the existing plans can already be seen in both Wychavon and Bromsgrove, where although the cost to the resident is the same the period of the service differs i.e. one is for 9 months and the other is for 12 months.

WCA	Currently offering or considering offering service	Proposed annual fee (£)	Period		Estimated uptake (%)	Estimated yield (Kg/hh/yr)
			9 months	12 months		
Bromsgrove	✓	30	✓		70	200
Malvern Hills	✓	75	?	?	10	400
Redditch	✓	30	✓		20	400
Worcester City	✓	30	?	?	10	400
Wychavon	✓	30		✓	15	400
Wyre Forest	✗	-	-	-	-	-
Herefordshire	✗	-	-	-	-	-

6.2.3 If this option is implemented as specified in the table above it is projected that it will deliver approximately 14,200 tonnes of green waste replacing the current level of approximately 8,300 tonnes collected by Bromsgrove. This would give rise to a 0.95 percentage point increase in performance in household waste recycling over and above the introduction of the 'Core Service'. As this option is for a charged for collection service there are no additional costs to the WCA's. However, working on the assumption that, as has happened previously, this is all additional material the cost of processing it would be in the region of £350,000 per annum.

6.3 Food waste collections

6.3.1 Wychavon is the only WCA currently offering a food waste collection service and due to the expense of implementing such a system it is unlikely that any of the other WCA's will want to offer their residents a

similar service. Based on the costs experienced by other authorities that have implemented separate food waste collections, the collection costs for a Partnership wide scheme could be in the region of £4,900,000 per annum. From the disposal point of view as the material is currently landfilled, if the alternative solution is cheaper than paying the landfill tax, this would be financially beneficial to the disposal authorities. If this option was adopted it would result in an increase in household waste recycling performance of 5.12 percentage points over and above the introduction of the 'Core Service'

- 6.3.2 Although this option could significantly raise the recycling performance of the partnership it is felt that the most suitable area to invest in for this waste stream is in minimisation as it will save the resident money on collection costs via the Council tax and also enable them to reduce their spending on food so they are better off in two ways. This means that with Wychavon being the only authority offering this collection service the contribution to the recycling performance will be an improvement of 0.41 percentage points over and above the introduction of the 'Core Service'.

6.4 Commercial waste recycling

- 6.4.1 The WCA's have been pushing for the opportunity to offer a recycling collection to their commercial customers. Now that we have a Partnership wide approach to recycling of household waste with the revised service in the process of being delivered, commercial waste recycling is an area that can now be investigated further.

- 6.4.2 The two most common materials that have been identified are glass and cardboard. There are a number of issues that need to be resolved before commercial recycling collections can be implemented and these include:

- Billing arrangements. The two materials mentioned have significantly different densities so the current arrangements would need to be revised.
- Delivery point for the materials. If they are to be collected separately in order to charge by weight then there is no point in putting them through the new EnviroSort facility.
- Do we want to concentrate on just two materials or expand it to more?
- Is it an opportunity to work more closely together to provide cross district collections?
- Is it an opportunity to use some of the vehicles that are being replaced as the household recyclables collections change?
- Do we want to offer an incentive for the commercial sector to recycle?

- 6.4.3 Any changes in this area will not improve the household waste recycling rate of the Partnership but would potentially reduce the amount of biodegradable municipal waste landfilled, thus reducing the likelihood of fines under the LATS regime.

6.5 Street Sweeping recycling

6.5.1 It is believed that this could be a quick win for the Partnership and it would be relatively easy to separate this material for processing, the main issue is finding a suitable facility to process the material. Initial investigations suggest that approximately 50% of the material collected could be recycled, this equates to approximately 5,200 tonnes per annum. Should this be possible then implementing this option would give rise to an increase in performance of 1.45 percentage points over and above the introduction of the 'Core Service'. The collection cost implication is minimal and could involve delivery of the material to an alternative destination. From the disposal point of view as the material is currently landfilled if the alternative solution is cheaper than paying the landfill tax then this would be financially beneficial to the disposal authorities.

7.0 Preferred options

7.1 The partnership believes that the best way forward for their residents is:

- Implementation of the 'Core Service' across all collection authorities
- Maintain the current range of recyclables available at Household Waste Sites
- Implementation of paid for green waste collections where appropriate
- Implementation of street sweeping recycling if a suitable processing point can be found locally
- Food waste is dealt with through waste minimisation, but Wychavon continue to collect from their residents
- Commercial waste recycling is investigated further and if the issues can be resolved then it should be implemented where appropriate.

7.2 It is believed that if this mix of options is implemented it would give rise to a household waste recycling rate in excess of 43%, which is an increase of approximately 7 percentage points on the current level of 36.39%. This gives rise to Target 3 as below:

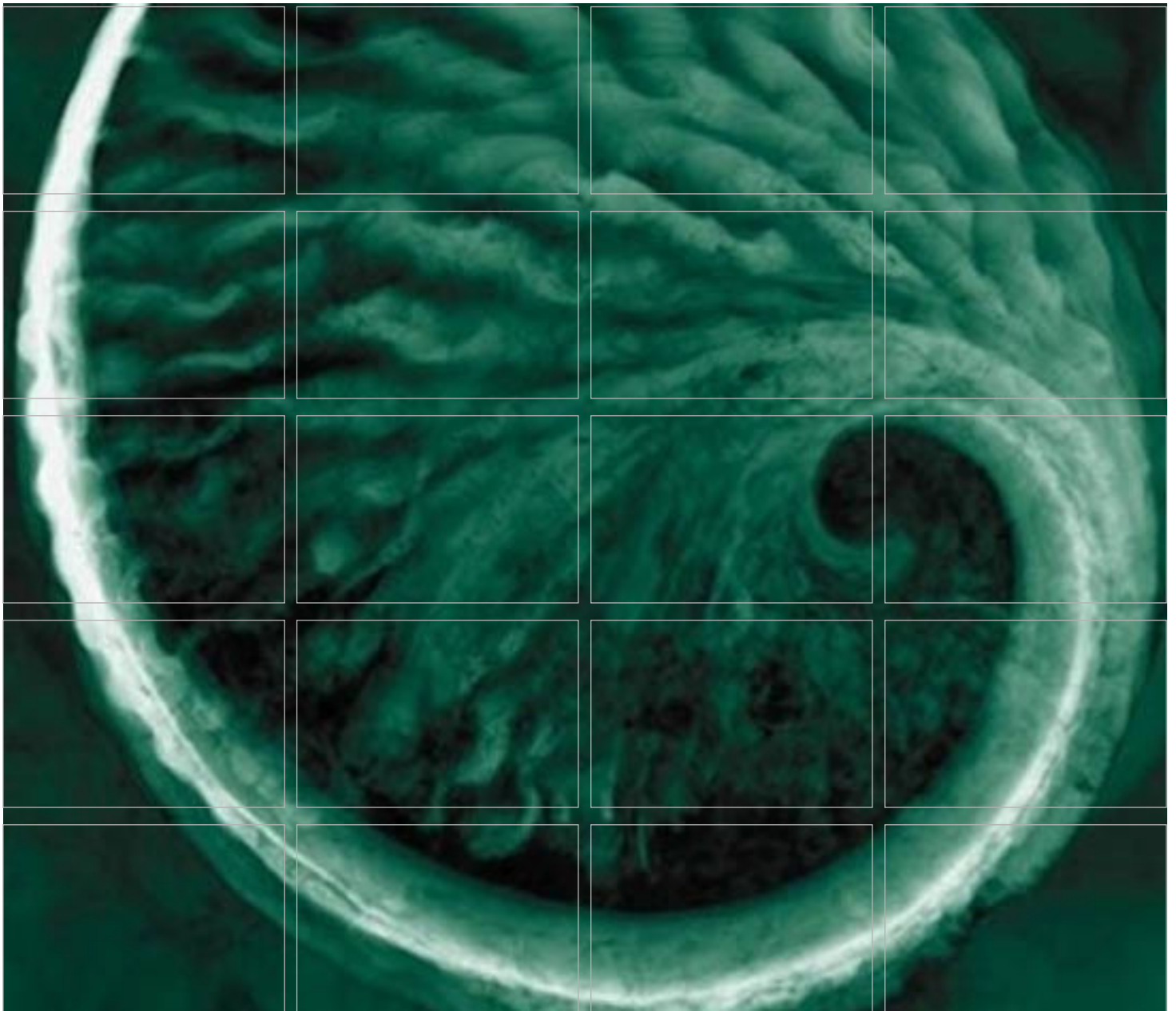
Target 3

To achieve national recycling/composting levels of household waste of 40% by 31st March 2010 as a minimum and work towards achieving 45% by 31st March 2015 and 50% by 31st March 2020.

Achieving the Target:

The aim of the target is to achieve the minimum recycling and composting levels that the Government has set in Waste Strategy 2007. The Authorities have committed and will continue to commit funding and set their fees and charges in order to reach the targets through a combination of approaches including promotion, communication collection and treatment processes.

The Partnership has set a target of 43% recycling/composting before 31st March 2014. As new collection and treatment methods are introduced, the Partnership will review its ability to exceed this target in line with the 2015 national target of 45%.



Residual Options Appraisal

Final Report

December 2008

www.erm.com


Residual Options Appraisal

Final Report

December 2008

Reference: 0087949

Prepared by: Natalie Maletras and Philip
Short

For and on behalf of Environmental Resources Management
Approved by: Paul Fletcher _____

Signed: _____
Position: Partner _____
Date: 5 th December 2008 _____

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EXECUTIVE SUMMARY

INTRODUCTION

The Joint Municipal Waste Management Strategy (JMWMS) is currently being reviewed by the waste disposal authorities of Worcestershire and Herefordshire, in partnership with their constituent waste collection authorities (the Partnership).

The JMWMS aims to promote waste minimisation but, inevitably, some residual municipal solid waste (MSW) will continue to be generated and will need to be managed. Residual waste managed by the Partnership is mostly disposed to landfill at present but this cannot continue due to changing legislation, the rising cost of landfill and a lack of capacity. Furthermore, the Partnership wishes to address the challenges of climate change and believes that, wherever possible, waste should be viewed as a resource.

A long list of possible options for treating the residual waste was developed for the Partnership to review. After consideration, the following final short list of options to be appraised was agreed:

- Option A – a single Energy from Waste (EfW) facility
- Option B – a single EfW with combined heat and power (CHP)
- Option C – two Mechanical Biological Treatment (MBT) facilities, located on two separate sites, each with on site combustion.
- Option D – two MBT facilities each with off site combustion
- Option E – a single autoclave
- Option F – two autoclaves, located on separate sites
- Option G – EfW located out of county

The options listed above were assessed against a range of environmental, social and economic criteria. A workshop was held with both Officers and Members of the Partnership to agree the criteria and to ensure that any specific concerns that an authority had were identified.

The required capacity for the residual waste treatment facility(ies) is assumed to be 250,000 tonnes per annum. This is based on an assumed growth rate; predicted recycling and composting performance; and sending 10% of untreatable residual waste directly to landfill.

Assessment of the different options against the environmental criterion was undertaken using the Environment Agency's life cycle assessment tool - Waste and Resources Assessment Tool for the Environment (WRATE). The assessments against the remaining criteria were undertaken using both quantitative and qualitative appraisal methods.

The results of the appraisal are summarised below.

ENVIRONMENTAL CRITERIA

Criteria	Results Summary
<i>Resource Depletion</i>	Resource depletion potential estimates the amount of extraction of scarce minerals and fossil fuels. Option D was found to be the best performing option in terms of resource depletion because of the offsetting of fossil fuel use in the cement kiln. Option B performs well due to the conversion of waste into electricity and heat energy.
<i>Freshwater Ecotoxicology</i>	Freshwater aquatic ecotoxicity potential is a measure of the detrimental effects to aquatic organisms from exposure to toxic substances such as heavy metals. The results suggest that the recycling performance of the facilities is closely coupled with a favourable ecotoxicity score and options C-F score very well for this reason.
<i>Greenhouse Gas Emissions</i>	Global warming potential assesses the amount of carbon dioxide and other gases emitted into the atmosphere that cause global warming. Due to the increased efficiency of the plant in option B, it is by far the best option and although options E and F perform well in terms of reduced greenhouse gas emissions due to increased recycling, this is counter-balanced by the impacts associated with the actual treatment technology.
<i>Air Acidification</i>	Acidification potential relates to the release of acidic gases, such as sulphur dioxide, which can form 'acid rain' and damage ecosystems. Increased recycling in options E and F is again significant and these are the best performing options against this criterion. Option G is the worst performing due to the high impact of the treatment technology for this option.
<i>Eutrophication</i>	Eutrophication potential reflects the amount of nitrate and phosphate released. High concentrations of these compounds in water can encourage excessive algal growth, thereby damaging ecosystems through reduced oxygen supply within the water. Again, recycling strongly influences the result and options E and F are the best performing options in this assessment. The greater amounts of materials landfilled in options C and D results in lower scores against this criterion.

SOCIAL CRITERIA

Criteria	Results Summary
<i>Health</i>	Human toxicity potential is a measure of the impacts on human health and the results indicate that the majority of options have a beneficial impact, which can be accredited to increased recycling and the offsetting of burning fossil fuels. Options E and F perform best because they recycle the most. The creation of energy from waste in option B is also highly beneficial.
<i>Transport</i>	This accounts for the associated risks/impacts of transporting waste and assumes that the waste is moved by road. The greater the distance travelled, the worse the score, as more distance increases the risk of accidents, congestion and has a greater impact on local communities. Owing to the low levels of onward transport from the facilities, options A and B score well while option F performs the worst.

FINANCIAL AND RISK CRITERIA

Criteria	
Costs	The financial cost associated with each waste management option has been considered. Capital (CAPEX) and operational (OPEX) costs, landfill tax and the costs of landfill and hazardous landfill were all included in this assessment. CAPEX typically includes civil engineering works, all external works and all process plant costs while OPEX includes labour, maintenance, consumables, insurances and overheads. Option C has the largest total cost, closely followed by option D.
Reliability of Delivery	Newer types of waste treatment technology that are largely untested in the UK may face problems with both implementation and funding. Facilities that have not been shown to work at large scale in the UK are therefore given lower scores. Options E and F were the only options not to achieve the top score.
Planning Risk	The options involving the use of two sites are considered to incur the greatest risk as they require two Planning Permissions. Hence options C and D are considered to be the worst options in terms of planning risk. There are already planning approvals in place for two autoclave facilities within the authorities and so options E and F are assumed to have a low planning risk.
Compliance with Policy	This criterion assesses how closely each of the options matches national waste policy in terms of how the waste is managed. Government policy seeks to drive the management of waste up the waste hierarchy and the JMWMS aims to maximise value from the residual waste and use it wherever possible as a resource. Taking this into account, option B performed the best, followed closely by options E and F, due to the management of waste at or near the top of the waste hierarchy. In contrast, option C was found to be the worst because it involves a large amount of waste being sent for disposal.
Flexibility	The options were assessed for their flexibility in terms of ability to accept waste with differing compositions. This is important because waste composition can change in the short, for example due to seasonal variations, and in the longer term due to potential changes to packaging material etc. Options A, B and G are the better performing options and can accept a relatively large range of waste compositions. Options C and D, on the other hand, require stricter controls over the mix of materials for their input. In terms of flexibility to varying quantities of input, option C performed well due because additional capacity can be added in a modular fashion. Options D, E & F perform less well than C because they would typically require a minimum supply contract for the RDF and autoclave fibre. The worst performer against this criterion was option G.
End Product Liability	The options with the least liability associated with their end products, and therefore the best performing, are options A and B. Due to the relatively high risk associated with finding a market for the autoclave fibre, options E and F have the highest liability.

OVERALL RESULTS AND CONCLUSIONS

The appraisal has assessed each of the options against fourteen criteria. A ranking has been devised based on the performance against all of these criteria. The ranked order of options is shown in *Table 3.1*.

Option B scores the best overall; however the criteria were not weighted, so no criteria are assumed to be more important than any others. Members of the Partnership highlighted cost, reliability and resource depletion as the most important criteria. With the exception of cost, option B scored well against these key criteria. If the potential income from the heat generated by option B is also taken into consideration, this option will also have a lower overall cost than assumed by this assessment.

Option E was ranked second overall and scored well against many of the environmental criteria, however it did not score well against resource depletion or reliability and was scored as average against cost.

Option D performed very well against resource depletion and reliability, but poorly against cost. The overall ranking for option D was sixth, reflecting lower performance against compliance with policy, cost and some of the environmental criteria.

Option A also performed well against two of the key criteria - cost and reliability. It also finished third against resource depletion, the other key criterion, and finished third in the overall scoring. This was due to a lower performance against some of the environmental criteria.

Option G is the worst performing option. The reliance on an out of county facility means the option performed badly in relation to flexibility in terms of quantity of throughputs and also against the transportation criterion. This option also performs poorly against the environmental criteria. This is partly as a result of assessment assuming this option is similar to the Coventry EfW, rather than a new, more efficient EfW technology. To assess the impact of this assumption, a sensitivity analysis was undertaken. This further analysis did change slightly the results of option G (moving it from 7th to 6th place). However, it didn't result in any significant changes to the top performing options.

1.1**INTRODUCTION**

The waste disposal authorities of Worcestershire and Herefordshire, in partnership with their constituent waste collection authorities (the Partnership), are currently reviewing their Joint Municipal Waste Management Strategy (JMWMS).

A key principle of the JMWMS is to focus on waste minimisation and to promote the management of waste up the waste hierarchy. However, despite these efforts, there will continue to be an element of residual municipal solid waste (MSW) requiring management.

Currently the majority of residual waste managed by the Partnership is disposed to landfill. There are three primary reasons why this can not continue:

- **Legislation** - The Waste and Emissions Trading Act (2003) introduced the Landfill Allowance and Trading Scheme (LATS), under which challenging targets for the diversion of biodegradable municipal waste from landfill have been introduced for each waste disposal authority (WDA) in England. In the event of a WDA failing to meet its targets directly, they may purchase allowances from the other WDAs, if available, or borrow against future capacity.
- **Finance** - Landfill has historically been a relatively cheap option for WDAs however this situation has changed dramatically over recent years. Landfill tax is increasing to £48 per tonne from 2010. This, on top of gate fees increasing due to high demand plus the unknown costs of LATS allowances, means that the long term cost of landfill is no longer viable for many authorities and alternative treatment technologies are becoming price competitive.
- **Lack of Capacity** - The amount of landfill void space, suitable for residual MSW, is reducing across England. In simple terms, we are running out of holes to fill up. This is particularly the case in Worcestershire and Herefordshire, with local void space expected to run out by Summer 2023 ⁽¹⁾.

Beyond the three reasons above, there is another key driver to divert waste away from landfill being highlighted by the JMWMS. This is to **address the challenges of climate change and viewing waste as a resource.**

(1) Based on 3.5 m3 current void remaining and an infill rate of 19,000 tonnes per month (October 2008)

In response to this challenge, a series of options for the introduction of residual waste treatment capacity for Worcestershire and Herefordshire have been developed. These options are not intended to be prescriptive, but aim to inform future strategic decisions regarding the treatment of residual MSW.

Having identified strategic options, methods were developed to appraise them objectively against a number of environmental, social and economic criteria. The purpose of this rigorous approach to options appraisal is to assist the Partnership with the strategic decision making process by identifying the potential environmental, social and economic benefits of each option.

1.2

DEVELOPING THE CRITERIA

A technical options appraisal requires that the performance of alternative options be assessed against key objectives, reflected through a range of criteria, in order to identify the option (or options) that perform best overall.

The criteria were not only used to indicate the environment and social impacts of the options, but also to demonstrate how they perform in relation to deliverability and cost.

As a basis for criteria selection, the draft Key Principles of the JMWMS and the Strategic Environmental Appraisal Objectives produced during development of the SEA of the JMWMS were reviewed. Some of the latter concerned more site specific issues, and thus were not appropriate for a strategic level assessment.

A workshop was held with both Officers and Members of the Partnership on 22 September 2008. This provided the opportunity to identify appropriate assessment criteria for Worcestershire and Herefordshire and ensured any authority specific concerns were identified.

The agreed criteria to be used for the assessment of the different options are as shown in *Table 1.1*.

Table 1.1 **Criteria**

Criteria Type	Criteria
Environmental Criteria	Resource Depletion Air Acidification Greenhouse Gas Emissions Freshwater aquatic ecotoxicity Eutrophication
Financial and Risk Criteria	Financial Costs Reliability of Delivery Planning Risk Compliance with Policy Flexibility End Product Liability
Social Criteria	Transport Health

It is essential that the chosen criteria help both to differentiate between the options and are able to be assessed in a robust manner. It is for these reasons that the issue of public acceptability has not been identified as a separate criterion. Any proposal for new infrastructure will be expected to generate an element of public opposition. This is particularly the case with waste management development. This is obviously a key concern to local authority Members and could cause delay in deliverability.

However, there is no evidence to demonstrate that the public are more or less accepting of any particular waste management technology. Opposition for new infrastructure is more often on the grounds of development of a certain site or related to local amenity issues (for example increased traffic) associated with the proposal rather than a focus on a particular technology type. For this reason it would not be possible for to differentiate between the options in this assessment.

A robust planning framework, and appropriate community engagement programmes, can help address misplaced perceptions and assist deliverability.

1.3 **DEVELOPING THE OPTIONS**

A facilitated workshop was held with the Partnership officers on 24 September 2008 to develop the list of residual waste options to be appraised and considered in the JMWMS.

1.3.1 **Developing a Long List**

A long list of generic technology types was initially identified. These are listed below:

- Mass burn incineration;

- Energy from Waste (EfW);
- Mechanical Biological Treatment (MBT) with Anaerobic Digestion (AD);
- MBT producing Refuse Derived Fuel (RDF);
- Gasification and pyrolysis (Advanced Thermal Treatment (ATT));
- Plasma Arc; and
- Autoclave.

1.3.2 *Developing a Short List*

The JMWMS aims to view waste as a resource and generate the most out of the residual waste it produces. For that reason mass burn incineration (combustion of waste without the generation of energy or heat) was not considered an option worth taking forward to the assessment.

Advanced Thermal Treatment (ATT) of untreated residual MSW has not been proven on a large scale in either the UK or Europe. It is essential that any option identified by the Partnership works and can be delivered. Therefore, it was considered to review the performance of ATT only in conjunction with a pre treatment technology (MBT) rather than in isolation. Plasma Arc technology was also felt to be in early development thus not suitable for further consideration at this stage.

In addition, the workshop considered the number and scale of facilities required. It is estimated the total residual treatment capacity required by the Partnership is ~ 250,000 tonnes per annum (tpa) ⁽¹⁾.

Options were considered for provision of: one, two, or three or more facilities. The proposal for three or more facilities was dismissed as it was not considered appropriate for the capacity required in terms economies of scale and the risks associated with site availability and deliverability.

Currently the Partnership export ~ 30,000tpa of residual waste to the energy from waste facilities in the West Midlands. There are a number of operating and planned waste treatment facilities in the areas surrounding Worcestershire and Herefordshire. It was therefore deemed necessary to assess an option that utilises waste treatment capacity outside the Partnership area.

In consideration of all the issues identified above, the following final list of options to be appraised was agreed.

- Option A - 1 site EfW
- Option B - 1 site EfW with CHP

(1) This figure is based on information provided in Annex A - Waste Growth Paper and Annex B - Recycling & Composting Assessment of the JMWMS

- Option C - 2 site MBT with on site combustion
- Option D - 2 site MBT with off site combustion
- Option E - 1 site autoclave
- Option F - 2 site autoclave
- Option G - Out of county EfW

2.1 KEY ASSUMPTIONS

The waste minimisation and recycling & composting appraisals undertaken by the Partnership (Annex B & C of the JMWMS) as part of the review of the JMWMS provided the backdrop for this assessment.

Although a Key Principle of the JMWMS is to maximise diversion of waste from landfill, there will always be an element of residual waste not suitable for treatment and thus requiring landfill. For the purpose of this appraisal, it is assumed 10% of the residual waste will be untreatable.

The overall assumed residual treatment capacity required for the life of the JMWMS is 250,000 tonnes per annum. This based on the assumed growth rate; recycling and composting performance; and sending 10% of untreatable residual waste directly to landfill.

This assessment considers performance of a range of waste management options based on tonnage forecast to be produced in the year 2020. For the assessment of the environmental criteria, using WRATE, it is necessary to identify a specific year to assess. 2020 was identified to ensure full LATS obligations were acknowledged.

2.1.1 Residual Waste Composition

The composition of the residual waste is shown in *Table 2.1*.

Table 2.1 Residual Waste Composition as Forecast in 2020

Material	%
Paper and Card	16.28%
Plastic Film	7.30%
Dense Plastic	6.27%
Textiles	3.27%
Absorbent Hygiene Products	4.31%
Wood	0.56%
Combustibles	0.65%
Non Combustibles	6.62%
Glass	3.87%
Organic	46.86%
Ferrous	1.82%
Non Ferrous	0.66%
Fines	0.70%
WEEE	0.57%
Special Household Hazardous Material	0.25%
Total	100.00%

*Data calculated from recycling and composting model outputs provided by Worcestershire County Council (U131.02.02.02.01 081001 - Waste Analysis NI192 43.13percent.xls)

2.2

ENVIRONMENTAL CRITERIA

Assessment against the environmental criteria was undertaken using the Waste and Resources Assessment Tool for the Environment (WRATE). Appendix A presents an explanation of WRATE and the assumptions used within the WRATE modelling.

2.2.1

Resource Depletion

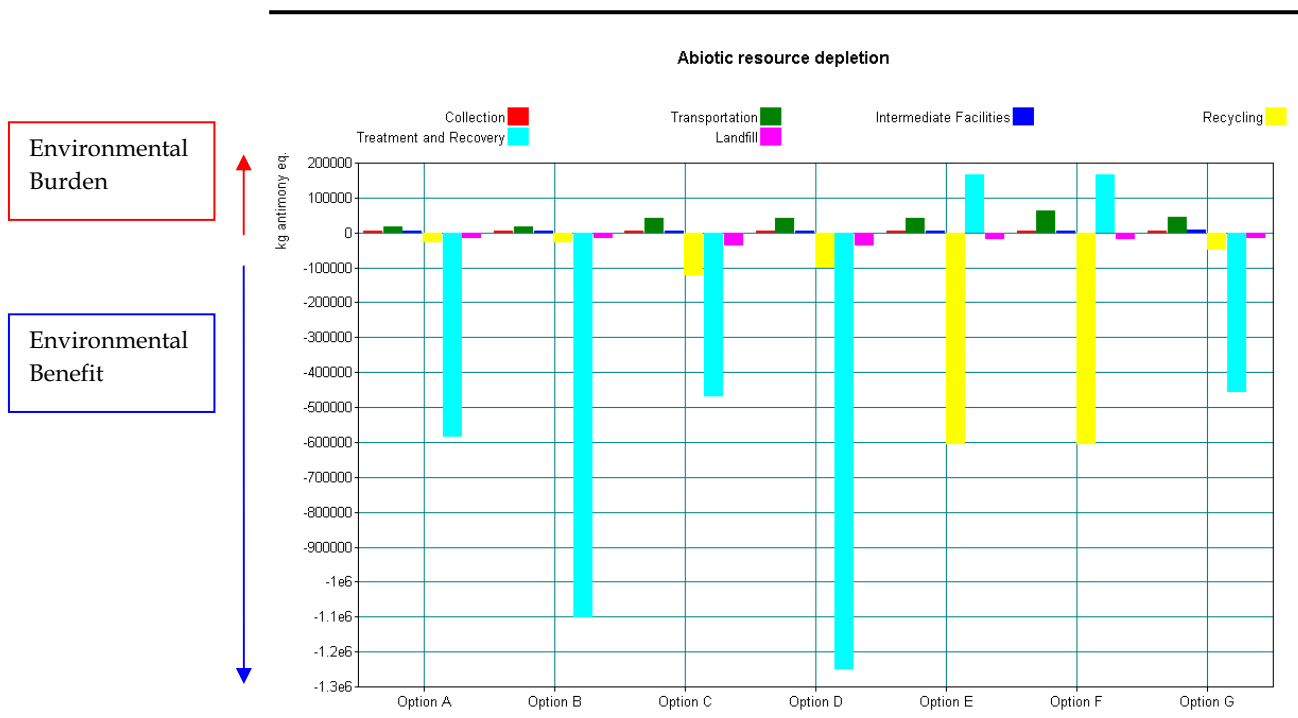
Resource depletion potential estimates the extraction of scarce minerals and fossil fuels. An abiotic depletion factor is determined for the extraction of each mineral and fossil fuel based on the remaining global finite resource reserves and their rates of extraction. The measurement used is kilograms of antimony equivalents. The results of this assessment are presented in Table 2.2 and Figure 2.1.

Table 2.2 Resource Depletion Results

	Unit	Option A	Option B	Option C	Option D	Option E	Option F	Option G
Abiotic resource depletion	kg antimony eq.	-601,000	-1,120,000	-578,000	-1,336,000	-405,000	-384,000	-462,000
Rank		3	2	4	1	6	7	5

NB: negative numbers represent an environmental benefit. The larger the negative number, the larger the environmental benefit.

Figure 2.1 Resource Depletion Results Chart



The table and chart above show that option D is the best performing option against the resource depletion criterion. This is due to the use of the RDF from the MBT facility as a fuel at a cement kiln. WRATE scores this favourably as it offsets the use of fossil fuels in the kiln. Option B performs well due to the conversion of waste into electricity and heat energy. Options E and F perform very well for the level of recycling that is carried out, however the impact associated with the treatment due to the heating of the waste, means that they do not perform as well as options A-D.

2.2.2 Freshwater Ecotoxicology

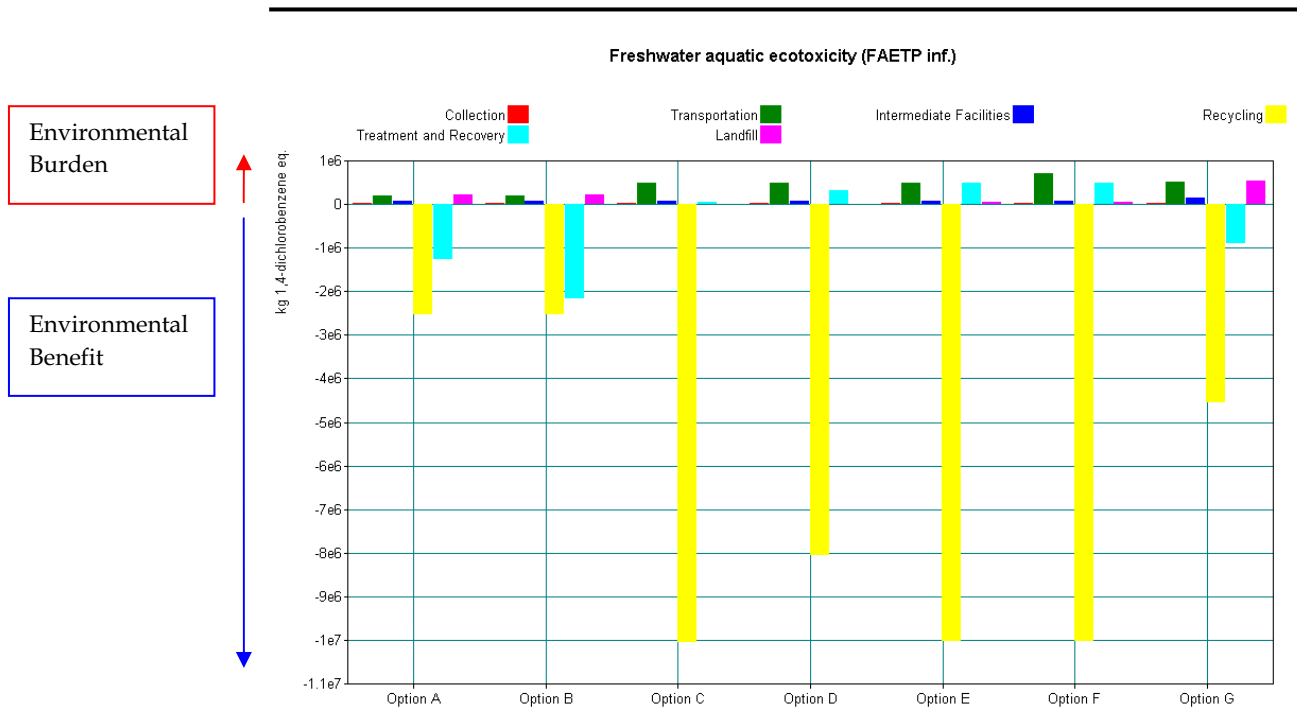
Freshwater aquatic ecotoxicity potential is a measure of the adverse effects to aquatic organisms that result from being exposed to toxic substances. It is well known that fish can 'bioaccumulate' concentrations of mercury and other toxins. Mobile heavy metals are extremely toxic to aquatic life, so activities that reduce releases of heavy metals will be favourable in this assessment.

Table 2.3 Ecotoxicity Results

	Unit	Option A	Option B	Option C	Option D	Option E	Option F	Option G
Freshwater aquatic ecotoxicity	kg 1,4-dichlorobenzene eq.	- 3,260,000	- 4,158,000	-9,396,000	-7,114,000	- 8,877,000	- 8,639,000	- 4,203,000
Rank		7	6	1	4	2	3	5

NB: negative numbers represent an environmental benefit. The larger the negative number, the larger the environmental benefit.

Figure 2.2 Ecotoxicity Results Chart



The results for ecotoxicity are closely linked to the recycling performance of the facilities. This is due to the avoided burdens of primary production of virgin materials as these are replaced by recovered materials. Non-ferrous metals have a particularly large effect due to the high levels of energy used to extract the virgin materials. Options C-F score very well due to the increased level of recycling in these options. Option D does not score as highly as there is no output of bottom ash to be recycled from the cement kiln.

2.2.3 Greenhouse Gas Emissions

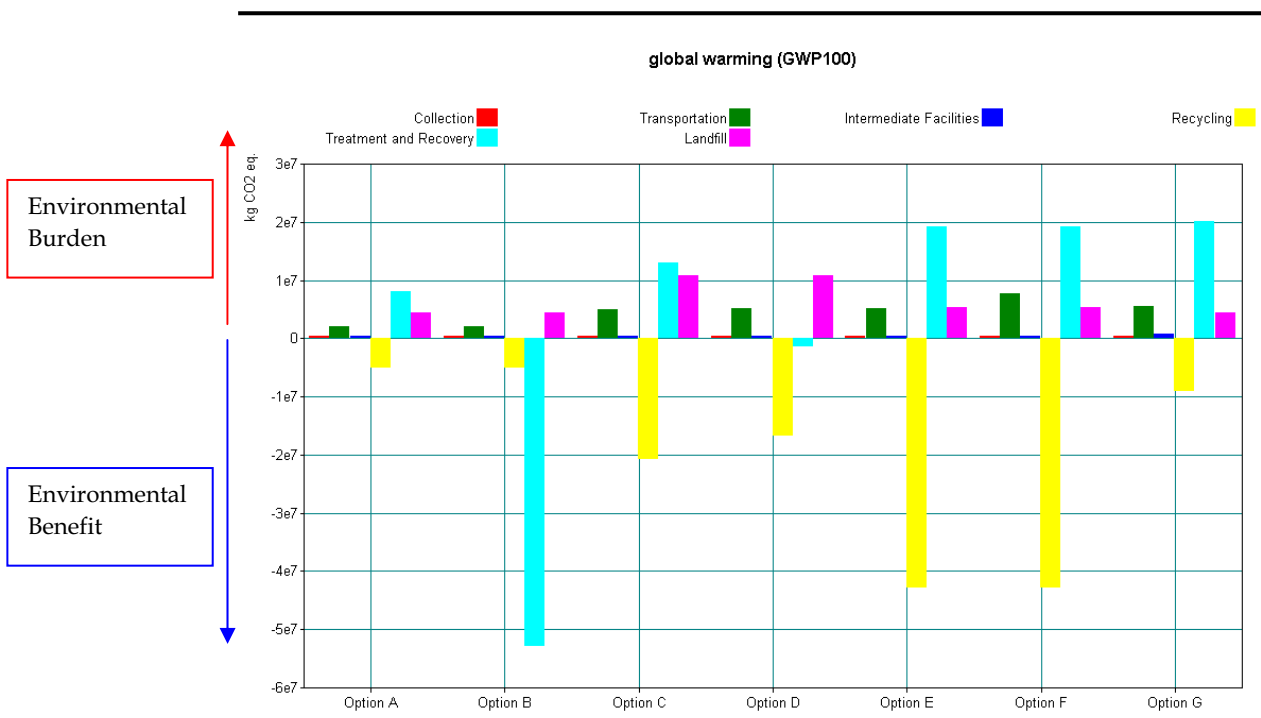
Global warming potential is an assessment of the amount of carbon dioxide and other gases emitted into the atmosphere that cause global warming. Apart from CO₂, the other major greenhouse gas is methane, which is 23-times more potent than CO₂. The measurement used in this assessment is CO₂ equivalents.

Table 2.4 Global Warming Results

	Unit	Option A	Option B	Option C	Option D	Option E	Option F	Option G
global warming potential (GWP100)	kg CO ₂ eq.	10,555,000	-50,573,000	8,851,000	-1,150,000	-12,265,000	-9,809,000	22,486,000
Rank		6	1	5	4	2	3	7

NB: negative numbers represent an environmental benefit. The larger the negative number, the larger the environmental benefit.

Figure 2.3 Global Warming Results Chart



Option B is by far the best option in terms of global warming potential due to the increased efficiency of the plant which produces heat energy as well as electricity. Options E and F also perform well in terms of reduced greenhouse gas emissions. The increased level of recycling under these options is the driving force for this result; however this is tempered by the impacts associated with the treatment technology itself.

2.2.4 Air Acidification

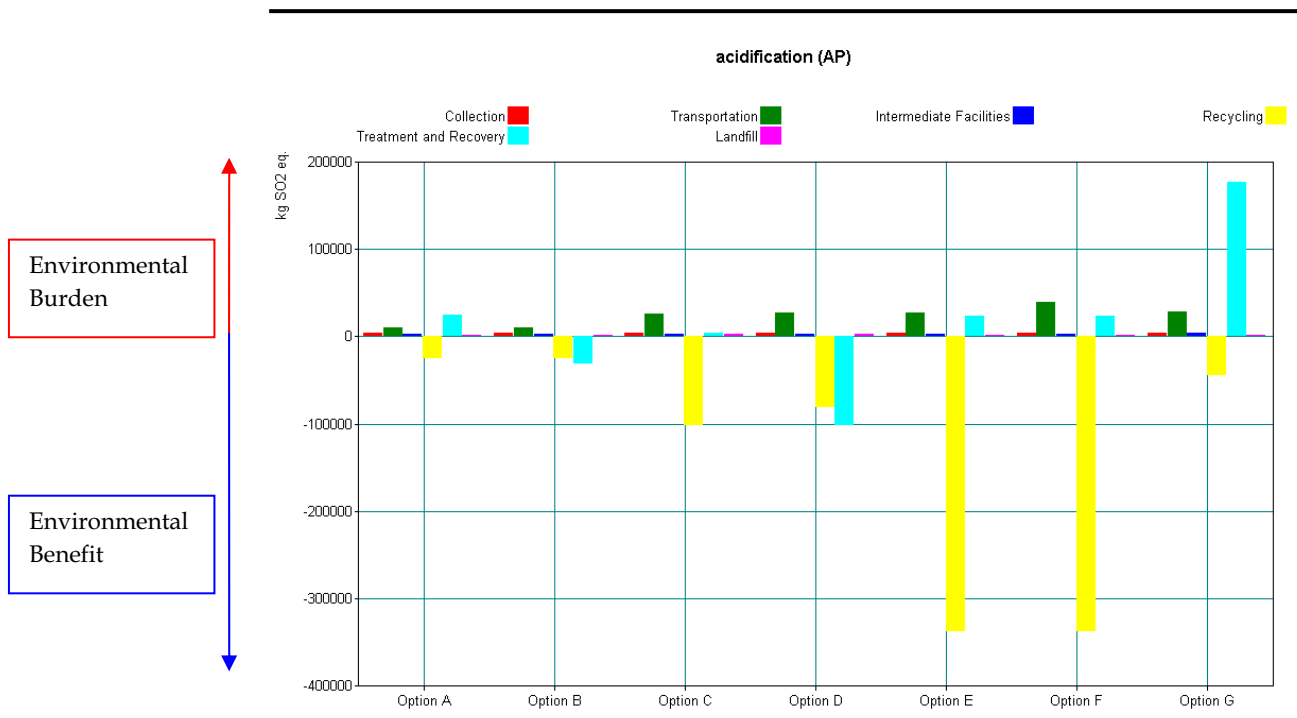
Acidification potential relates to the release of acidic gases such as sulphur dioxide. These have the potential to react with water in the atmosphere to form 'acid rain', causing ecosystem impairment. Kilograms of sulphur dioxide equivalents is used as the unit of measurement in this assessment.

Table 2.5 Acidification Results

	Unit	Option A	Option B	Option C	Option D	Option E	Option F	Option G
acidification (AP)	kg SO ₂ eq.	17,000	- 38,000	- 63,000	-148,000	- 279,000	- 266,000	170,000
Rank		6	5	4	3	1	2	7

NB: negative numbers represent an environmental benefit. The larger the negative number, the larger the environmental benefit.

Figure 2.4 Acidification Results Chart



Options E and F are the best performing options in this assessment; the increased recycling having a significant impact once more in this criterion,

again due to the avoided burden of extracting raw materials and the use of recovered materials instead. Option G is the worst performing option with a high impact relating to the treatment technology specific to that option (Coventry EfW).

2.2.5 Eutrophication

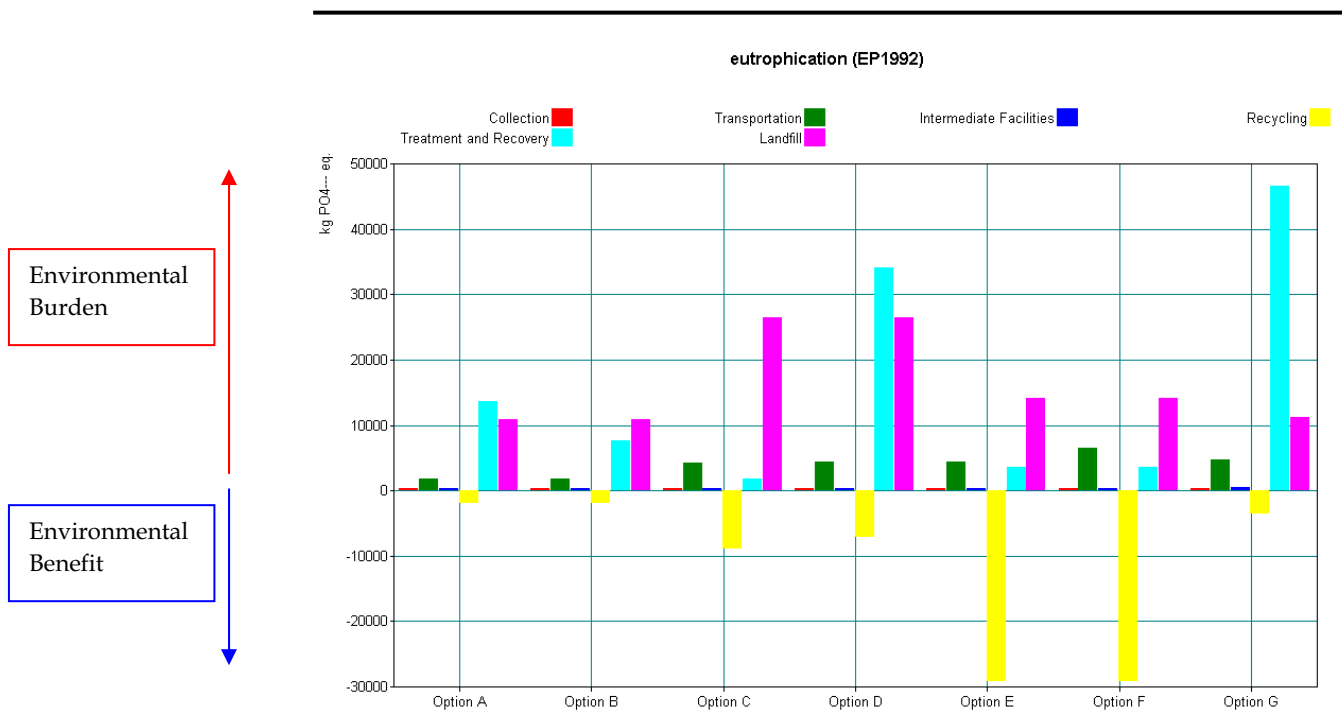
Eutrophication potential is a reflection of the amount of nitrate and phosphate released. Nitrates and phosphates are essential for life but increased concentrations in water can encourage excessive growth of algae, reducing the oxygen within the water and causing damage to ecosystems.

Table 2.6 Eutrophication Results

Unit	Option A	Option B	Option C	Option D	Option E	Option F	Option G
eutrophication kg PO4-- (EP1992) - eq.	25,000	19,000	24,000	58,000	- 6,000	- 4,000	60,000
Rank	5	3	4	6	1	2	7

NB: negative numbers represent an environmental benefit. The larger the negative number, the larger the environmental benefit.

Figure 2.5 Eutrophication Results Chart



Options E and F are again the best performing options in this assessment; the increased recycling appearing to be the deciding factor once more. The higher level of landfill has a significant negative impact on options C and D.

2.3 SOCIAL CRITERIA

2.3.1 Health

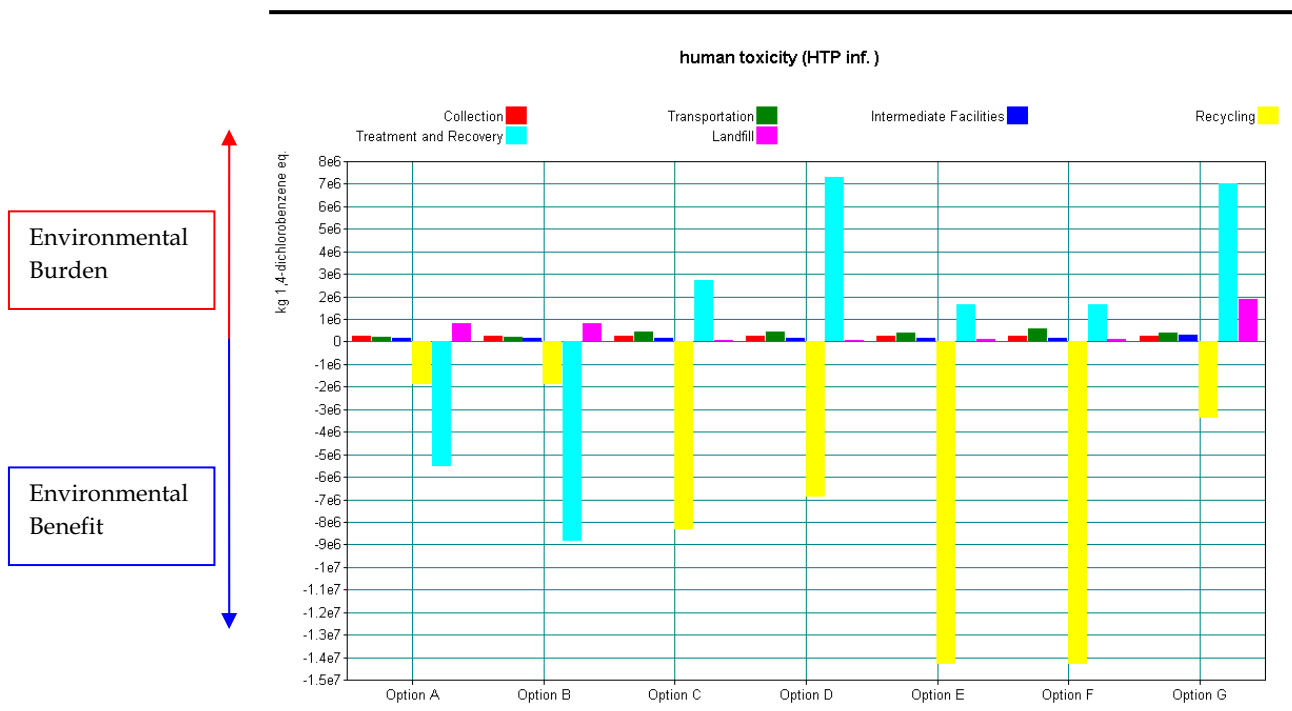
Human toxicity potential is a measure of the impacts on human health. Characterisation factors, expressed as Human Toxicity Potentials (HTP), describe fate, exposure and effects of toxic substances for an infinite time horizon. WRATE is also used to compare the different options against this criterion.

Table 2.7 Health Results

	Unit	Option A	Option B	Option C	Option D	Option E	Option F	Option G
Human toxicity potential	kg 1,4-dichlorobenzene eq.	-6,002,000	-9,315,000	-4,687,000	1,358,000	-11,753,000	-11,543,000	6,487,000
Rank		4	3	5	6	1	2	7

NB: negative numbers represent an environmental benefit. The larger the negative number, the larger the environmental benefit.

Figure 2.6 Health Results Chart



The health criterion is often an emotive issue and is one that requires clear interpretation. The method used in this assessment is only a (partial) indicator. The results show that the majority of options have a beneficial impact on human health. This is due to the avoided health impacts associated with increased recycling and the offsetting of burning fossil fuels. Option E and F are the best performing as they are the options that recycle the most. Option B also has a highly beneficial effect due to the offsetting of burning

fossil fuels by creating energy from waste instead. The results from this assessment are indicative and are based on an impact assessment method from CML (1999) *Problem oriented approach HTP inf.* (Huigbregts, 1999 & 2000). Any technologies that were to be procured by the Partnership would need to adhere to strict EA emission standards and as such the impacts highlighted in this assessment are within those standards.

2.3.2 *Transport*

This criterion takes into account the associated risks/impacts of transporting waste. All of the options assessed assume that waste is moved by road because the alternatives of rail and water transport are not considered feasible in the medium term. The comparison is therefore measured in annual kilometres travelled by the vehicles used in each scenario, this is provided by WRATE. WRATE takes the amount of waste being moved per year, divides it by the payload of the vehicle and then multiplies this by double the assumed ‘one-way’ distance. This gives the number of kilometres needed to be covered annually to move the waste under each option. The higher the number of kilometres travelled, the worse the score, as more kilometres means greater risk of accidents, increased congestion and a greater impact on local communities. *Appendix A* gives details of the assumptions behind the transport distances used in WRATE and thus this assessment. *Table 2.8* presents the results of the transport assessment.

Table 2.8 *Transport Results (Total Annual Kms)*

	Upfront	Transfer	Onward	Total	Rank
Option A	631,532	896,297	447,573	1,975,401	1
Option B	631,532	896,297	447,573	1,975,401	1
Option C	953,687	1,186,134	2,874,519	5,014,340	3
Option D	953,687	1,186,134	3,139,231	5,279,052	4
Option E	631,532	896,297	4,155,863	5,683,691	5
Option F	953,687	1,186,134	6,056,223	8,196,044	7
Option G	1,161,047	4,215,895	748,085	6,125,027	6

Options A and B score well in this assessment and this is due to the low levels of onward transport from the facilities in comparison to the other options. Option F leads to much higher levels of transport overall because the recyclate separated from the process needs to be transported for onward reprocessing. This, coupled with the fact that there are two facilities assumed in this option, one of which is quite far from the assumed destination for the fibre recycling facility (where much of the output from the Autoclave goes), gives a high level of transport attributed to this option. Options C, D and E are all very similar, and considerably less than option F. A new transfer station is assumed to be built at site A (used in the one site options) to bulk waste from the districts prior to delivery to the EfW for option G.

2.4 FINANCIAL AND RISK CRITERIA

2.4.1 Costs

The financial cost associated with any waste management option is obviously a key consideration for the Partnership. The authorities have a responsibility to deliver value for money services to their residents and to make the most of the council tax funds available to them.

The costs in this assessment are not necessarily indicative of actual costs currently being incurred for ongoing contracts but do provide representative costs for comparison of the technologies being considered here for new contracts.

CAPEX and OPEX have been established from a review of publically available sources (e.g. Defra Waste Strategy 2007 and New Technology Demonstrator programmes, Local Authority PFI and Procurement documents and published reports), and by obtaining information directly from operators of existing facilities.

Capital and operating cost data in the public domain for each technology varies significantly, and is dependant on the specific plant configuration, design and local circumstances. We have used a variety of sources and example costs where available for each option, and produced costs based on an average of these sources. Where cost sources are not current (financial year 2008) an uplift has been applied to reflect inflation.

The approach taken has used the standard Discounted Cash Flow (DCF) techniques as set out in HM Treasury Green Book and costs are presented as Net Present Value. Capital costs are based on either facilities of a > 200,000 tonne per year capacity, or two > 100,000 tonne per year capacity as indicated in *Table 2.9*.

CAPEX generally includes:

- civils
- external works
- all process plant

OPEX generally includes:

- labour
- maintenance
- consumables
- insurances
- overheads

Table 2.9 Capex and Opex Costs – over 25 year period

Option	Technology	Capex £million	Opex £million
A	EFW (200K TPA)	74	101
B	EFW + CHP (200K TPA)	118	113
C	MBT – gasification (100K TPA)*2	65	244
D	MBT – cement kiln (100KTPA)*2	62	229
E	Autoclave (200K TPA)	56	143
F	Autoclave (100K TPA)*2	56	143
G	WTS	4	11
G	EFW Gate Fee Only	0	216

The costs in *Table 2.9* only include CAPEX and OPEX and do not account for transportation, disposal of residuals and income from recycling.

2.4.1.1 Gate Fees and Landfill Tax

Prices shown in *Table 2.10* are based on current gate fees. In real terms, these costs are likely to increase.

Landfill tax is assumed to be £48 / tonne which is the maximum figure already announced by Defra and thus most relevant for the assessment year.

Table 2.10 Gate Fees and Landfill Tax

	Current (£ per tonne)
Landfill Gate Fee	£21.00
Hazardous Landfill Gate Fee	£150.00
Energy from Waste Gate Fee	£71.00 ⁽¹⁾
Landfill Tax	£48.00 ⁽²⁾

2.4.1.2 Overall Option Comparative Costs

Each option will have an overall cost to the Partnership. The following table does not provide an accurate projection of the actual charges to the Partnership, but allows over the project lifetime (25 years) the different options to be compared. The costs in *Table 2.2* include the costs associated with the disposal of residues from the facilities for each option. There are no additional costs for option G as it is assumed that all costs are incorporated into the gate fee for this facility. The Capital cost and operating costs of a Waste Transfer Station with a capacity of 110K tpa is included in option G. Transportation costs and potential income from heat, energy and recyclate are not included in these figures.

(1) WRAP Gate Fees Report 2008

(2) Current Defra figure for 2010/11

Table 2.11 Option Costs (£million)

Option	CAPEX	OPEX	Landfill Costs	Haz Landfill Costs	Landfill Tax	Total	Rank
A	74	101	0	13	4	192	1
B	118	113	0	13	4	248	5
C	65	244	12	0	28	349	7
D	62	229	12	0	28	331	6
E	56	143	7	0	17	223	2
F	56	143	7	0	17	223	2
G	4	227	0	0	0	231	4

2.4.2 Reliability of Delivery

To get financial backing for a waste management facility, there needs to be security for the lender that the technology proposed can work on the scale proposed in the bid. It is therefore important to consider to what extent each of the options is ‘proven’.

2.4.2.1 Method and Assumptions Used

There is a danger that a ‘new’ technology being presented to the market place in the UK may face problems with implementation and funding. However, such technologies should not be disregarded. Whilst it is difficult to consider unknown risks, it is still prudent to account for them.

In addition, it is often harder to secure financial backing for facilities that have not been proven in the UK; that have not been shown to work at large scale; or which have only been used on feedstock with different characteristics from the intended waste stream.

Table 2.12 shows the different scores band on how ‘proven’ any particular technology is.

Table 2.12 Points Attributed to Proven Technologies

Development Sate	Score
Proven on a large scale in the UK	4
Proven on a large scale in Europe	3
Proven on a small scale in the UK	2
Proven on a small scale in Europe	1

*A large scale plant is a plant greater than pilot or experimental scale

2.4.2.2 Results

Due to the initial shortlisting of the options, all of the options assessed are of a reasonably proven nature. Only two options did not score the top score of 4 for being proven on a large scale in the UK, and these are options E and F. Autoclaving of residual MSW is not as yet proven on a large scale in the UK or

Europe, and thus only scores a 2 for being proven on a small scale in the UK. There is a merchant facility in Rotherham working with a capacity of 100,000tpa operated by Sterecycle who have plans for four more in the UK, however, currently this would be classed as relatively small scale operations. Table 2.13 shows the scores assigned to each option for this assessment.

Table 2.13 *Option Scores*

Option	Proven Technologies Score	Rank
A	4	1
B	4	1
C	4	1
D	4	1
E	2	6
F	2	6
G	4	1

Worcestershire and Herefordshire Councils currently have a PFI contract with Mercia Waste Management for the disposal of residual waste. The original PFI framework was set to deliver energy from waste capacity for the authorities. However, with the appropriate contract variations, it would be feasible to delivery any of the technologies listed through the existing contract. It should be noted that any contract variations would be expected to incur additional cost.

2.4.3 *Planning Risk*

One of the greatest risks to any waste facility project is planning. The development of this assessment has compared the options in terms of number of sites required for each option. As previously stated, the public acceptability of the options will be considered outside this appraisal. Options therefore fall into three categories; one site options (A, B and E), two site options (C, D and F) and the export option (G).

The two site options are considered to incur the greatest risk. To ensure the JMWMS is successfully delivered, the authorities would need both sites to be successful through the planning process. For this reason the one site options are considered to have less planning risk associated with them.

Option G, the export option, assumes the designated facility is already established and thus the delivery of this option does not rely on obtaining additional planning permissions. This option however does incur an additional risk in relation to availability of spare capacity out of county.

Planning permissions have been granted for two autoclave facilities, one at Madley in Herefordshire and the other at Hartlebury in Worcestershire. Therefore, options E & F are assumed to have lower planning risk associated with them. However, these permissions are due to expire during 2009. If

development doesn't begin before the expiration of the permissions then the facilities would be subject to obtaining new planning permissions, and their risk would therefore increase.

A ranking of the options is provided in *Table 2.14*.

Table 2.14 *Planning Risk Rankings*

Option	Description	Planning Risk Ranking
A	One site EfW	4
B	One site CHP	4
C	Two site MBT (on site burning)	6
D	Two site MBT (off site burning)	6
E	One site Autoclave	1
F	Two site Autoclave	1
G	Out of County EfW	1

2.4.4 *Compliance with Policy*

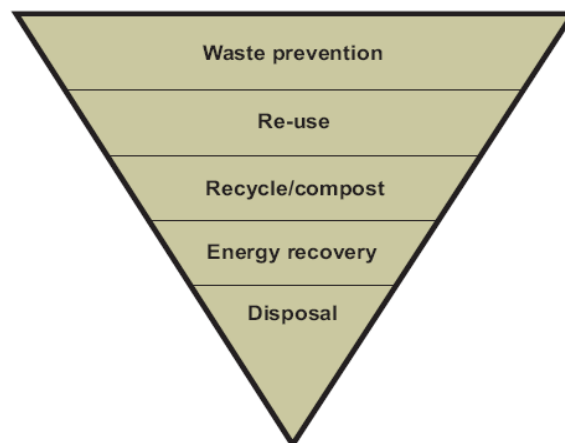
This criterion assesses the ability of each of the options to manage waste in accordance with national waste policy.

Government policy seeks to drive the management of waste up the waste hierarchy. The waste hierarchy represents a prioritisation of waste management options in which waste reduction is deemed to be the most preferable, followed by re-use, recycling, composting, recovery and finally disposal. Where waste is produced, it should be viewed as a resource to be put to good use and disposal should be viewed as the last option for dealing with it. The waste hierarchy is the overarching policy for both European and national legislation.

The waste hierarchy is shown schematically in *Box 2.1*.

Box 2.1 *The Waste Hierarchy*

The waste hierarchy



Waste Strategy for England 2007. Defra. May 2007.

The hierarchy encourages the removal of the need for treatment or disposal through waste recycling and composting, and recovery. This hierarchy has been used to determine the performance of each option.

The Keys Principles of the JMWMS include the wish to maximise value from the residual waste and use it wherever possible as a resource. To this end ERM has devised a method that allows the benefit of gaining value from waste to be quantified.

2.4.4.1 *Method and Assumptions Used*

ERM compared the options based on the tonnages of material handled by each of the following management methods:

- the amount of waste landfilled;
- the amount of mass lost during treatment;
- the amount of waste used to generate electricity;
- the amount of waste used to generate heat; and
- the amount of waste recycled.

The score for each option was based on the relative tonnages for each management method, and multiplied by a weighting factor to represent the preference for each of these in the waste hierarchy. These weightings are presented in *Table 2.15*.

Table 2.15 *Compliance with Policy Weightings Factors*

Management method	Weighting Factor
Recycling / Composting	1
CHP generation/ recovery	2
Electricity generation / recovery	3
Diversion from Landfill (no generation)	4
Landfill	5

The weighting factor for landfill is greater than that for the other waste management methods located higher in the waste hierarchy. The greater the tonnage of waste landfilled, the higher, and therefore ‘worse’ the score. Recovery, recycling and composting receive a lower, and therefore ‘better’ weighting for the tonnage of material managed by that method. For each option, the amount of waste (tonnage) that is managed by each of the four methods is multiplied by the method weighting and these individual scores are then summed to give an overall score for the option. The options are then ranked according to these overall scores.

All of the incinerator bottom ash (IBA) associated with EfW is assumed to be diverted from landfill and recovered on site for recycling as a construction material. However, it is assumed that hazardous fly ash resulting from the

process needs to be landfilled. The waste hierarchy score associated with landfill is therefore applied to this material. Any waste that is 'lost' during the process and a not direct output from the facility is assumed to be recovered and classed as either electricity or CHP recovery, or recovery with no generation of electricity or heat.

The lowest scoring option employed treatment facilities that manage waste at the top of the waste hierarchy, and has therefore been awarded the highest overall rank (1). The option that scored least well (highest score) relies on managing waste lower down the waste hierarchy and was allocated the lowest rank (7). All other options were ranked according to their position within this range.

2.4.4.2 Results

Table 2.16 shows the scores for each option. The four categories (recycling/composting, CHP, electricity generation and landfill) are listed for each option, with the tonnage that is sent to each of these destinations. The tonnages are then multiplied by the score weighting (1-5) to give the overall score for each option against this criterion.

Table 2.16 Waste Hierarchy Scores

Scenario	Waste Hierarchy	Weight (tonnes)	Weighting	Total (score)	Rank
A	Recycling/Composting	43,218	1	723,644	5
	CHP Generation		2		
	Electricity Generation	174,735	3		
	Recovery (no Generation)		4		
	Landfill	31,244	5		
B	Recycling/Composting	43,218	1	548,910	1
	CHP Generation	174,735	2		
	Electricity Generation		3		
	Recovery (no Generation)		4		
	Landfill	31,244	5		
C	Recycling/Composting	12,447	1	925,696	7
	CHP Generation		2		
	Electricity Generation	99,714	3		
	Recovery (no Generation)	71,074	4		
	Landfill	65,963	5		
D	Recycling/Composting	42,052	1	866,487	6
	CHP Generation		2		
	Electricity Generation	70,109	3		
	Recovery (no Generation)	71,074	4		
	Landfill	65,963	5		
E	Recycling/Composting	161,413	1	560,303	2
	CHP Generation		2		

Scenario	Waste Hierarchy	Weight (tonnes)	Weighting	Total (score)	Rank
	Electricity Generation		3		
	Recovery (no				
	Generation)	40,034	4		
	Landfill	47,751	5		
F	Recycling/Composting	161,413	1	560,303	2
	CHP Generation		2		
	Electricity Generation		3		
	Recovery (no				
	Generation)	40,034	4		
	Landfill	47,751	5		
G	Recycling/Composting	76,882	1	672,464	4
	CHP Generation		2		
	Electricity Generation	132,997	3		
	Recovery (no				
	Generation)		4		
	Landfill	39,318	5		

This criterion identifies option B as the best performing option. This is largely due to the generation of heat in that option. Options E and F score highly and come in joint second due to the high level of recycling attributed to this technology.

2.4.5 *Flexibility*

2.4.5.1 *Flexibility to Composition Variations*

The options were assessed for their flexibility in terms of ability to accept waste with differing compositions arising from seasonal variations, potential changes to packaging material etc.

2.4.5.2 *Method and Assumptions Used*

This criterion was assessed qualitatively by ERM, using professional judgement based on our knowledge of the different technologies and experience of previous technical options appraisals. The methods employed in all these appraisals have been used previously in studies that have been approved by Defra.

2.4.5.3 *Results*

Options A, B, and G are the better performing options. EfW can accept material of a wide ranging calorific value. Autoclave also has the ability to accept a wide ranging feedstock. However, the output of the Autoclave will dictate what needs to be processed to provide a quality product to the end user. MBT options (C and D) require stricter controls over the material mixture of the input.

Table 2.17 Flexibility of Technology to Accept Variations in Composition

Option	Rank	Commentary
A	1	<ul style="list-style-type: none"> Relatively large range of Calorific Value (CV) is acceptable - large bunker enables flexibility to mix loads
B	1	<ul style="list-style-type: none"> Relatively large range of CV is acceptable - large bunker enables flexibility to mix loads
C	6	<ul style="list-style-type: none"> The contract for the RDF would require a relatively consistent composition and strict quality protocol
D	6	<ul style="list-style-type: none"> The contract for the RDF would require a relatively consistent composition and strict quality protocol
E	4	<ul style="list-style-type: none"> Can run on a wide range of composition effectively Contract for outputs will determine what scope of input is acceptable
F	4	<ul style="list-style-type: none"> Can run on a wide range of composition effectively Contract for outputs will determine what scope of input is acceptable
G	1	<ul style="list-style-type: none"> Relatively large range of Calorific Value (CV) is acceptable - large bunker enables flexibility to mix loads

2.4.5.4 Flexibility to Accept Variations on Tonnage Throughputs

The purpose of this criterion is to assess the flexibility of the option in terms of varying tonnage changes. This may be through seasonal variations or more significant changes through unexpected waste growth / decline etc over time.

2.4.5.5 Results

Options C performs well due to the potential to add additional capacity in a modular fashion. It is also unlikely to have a supply contract for output material. This means that without disrupting the performance of the original facility, providing planning and finances allow, extra capacity can be added to deal with more waste, should the need arise over time. Option D, E & F perform less well than C because one would expect there to be a minimum supply contract for RDF & Fibre.

Table 2.18 Effectiveness to be able to Manage Changes in Tonnage Throughputs

Option	Rank	Commentary
A	2	<ul style="list-style-type: none"> All can operate at slightly lower capacity but costs will increase Possibility of burn through* if considerably less Can't add additional small modules easily although another line could be added to increase throughput
B	2	<ul style="list-style-type: none"> All can operate at slightly lower capacity but costs will increase Possibility of burn through* if considerably less Can't add additional small modules easily although another line could be added to increase throughput

Option	Rank	Commentary
C	1	<ul style="list-style-type: none"> All can operate at slightly lower capacity but costs will increase Potential to add modules of additional capacity if land is available Gasifier will require consistent amount as with EFW – possibility of lower efficiency if amount reduced
D	6	<ul style="list-style-type: none"> All can operate at slightly lower capacity but costs will increase Potentially will have a minimum contract to supply RDF Potential to add modules of additional capacity if land is available
E	4	<ul style="list-style-type: none"> All can operate at slightly lower capacity but costs will increase Potentially will have a minimum contract to supply fibre Potential to add modules of additional capacity if land is available. This is easier than with other technologies due to small nature of each module
F	4	<ul style="list-style-type: none"> All can operate at slightly lower capacity but costs will increase Potentially will have a minimum contract to supply fibre Potential to add modules of additional capacity if land is available. This is easier than with other technologies due to small nature of each module
G	7	<ul style="list-style-type: none"> Potentially will have a minimum & maximum contract to supply waste If site can not accept enough waste, further merchant capacity must be found. Worst case scenario waste may end up in landfill

* Burn through is when the entire backlog (waste awaiting processing) is processed, such that waste throughput is less than the design minimum thereby reducing efficiency

2.4.6 *End Product Liability*

This criterion considers the risks associated with finding a market for the end products arising from the technologies. Some waste management technologies have greater risks associated with the management of end products because the markets for these materials are unproven or under-developed. The method used to assess the likely risks associated with the markets for end products is outlined below.

2.4.6.1 *Method and Assumptions Used*

ERM compared the options based upon the tonnages of each material end product arising from the technologies involved in each option.

The end product(s) from each technology have been assigned a coefficient based on the risks associated with finding a market for them. These risks have been based on ERM's knowledge and experience of the secondary materials market.

Table 2.19 presents the coefficient that has been awarded to end product markets. A high value (0.10) indicates a higher risk of finding a market

willing to accept an end product. A low value (0.01) indicates that markets for end products are stable and well established. These coefficients have been applied to the end product tonnages to provide a score to determine the performance of each option.

Table 2.19 End Product Liability Coefficient

End Product & Destination	Risk of not Finding a Market	End Product Liability Coefficient
RDF for off-site combustion	HIGH	0.07
Market for Autoclave fibre	HIGH	0.06
Hazardous material to landfill	MED	0.05
Markets for IBA	MED	0.04
Markets for dry recyclables	MED	0.03
Non-hazardous material to landfill	LOW	0.02
On-site gasification	LOW	0.01

A high liability coefficient has been attached to RDF produced by treatment technologies for combustion off-site because there is, as yet, no guarantee that this material will be accepted at a reasonable gate fee.

The ban on co-disposal of hazardous waste with non-hazardous waste in the UK has severely reduced the number of landfill sites licensed to accept hazardous waste. However, there is a landfill site capable of accepting hazardous material in operation approximately 60 km from the proposed sites. The disposal of hazardous waste to landfill has been ranked as medium risk, as any problems at this landfill would require significant extra transport to the next nearest hazardous landfill site.

It is assumed that the EfW and EfW+ CHP options (options A&B) would only be developed on sites with suitable and secure outlets for the heat and/or electricity produced and therefore these outputs have not been included in this assessment.

2.4.6.2 Results

Table 2.20 Option Scores

	All		Autoclave fibre recycling	Hazardous Residues	Non-Haz Residues	RDF/fluff		Total*	Score	Rank
	Recyclates	IBA				RDF for Off-Site Burning	for On-Site Burning			
A	61	1,648	-	316	498	-	-	2,523	2.6	1
B	61	1,648	-	316	498	-	-	2,523	2.6	1
C	373	-	-	-	1,319	6,980	-	8,673	6.5	5
D	373	1,184	-	-	1,319	-	997	3,874	3.5	3
E	1,237	-	7,210	-	955	-	-	9,402	7.0	6
F	1,237	-	7,210	-	955	-	-	9,402	7.0	6
G	111	2,927	-	720	498	-	-	4,257	3.7	4

*Totals may not sum due to rounding

The options with the least liability associated with their end products, and therefore the best performing are option A and B. The EfW/CHP options perform well due to the limited number of outputs which are usually of low risk. The options with the highest liability related to them are options E and F. This is due to the relatively high risk associated with finding a market for the autoclave fibre. Option C also has a high element of risk associated with it due to the potential risks in finding a market for the RDF. Whilst this may not be the case in the areas surrounding Worcestershire and Herefordshire, in general this usually presents a significant risk.

The appraisal has assessed each of the options against fourteen criteria. A ranking has been devised based on the performance in all of these criteria. The ranked order of options is shown in *Table 3.1*. Option B scores the best overall; however, the criteria were not weighted, so no criteria are assumed to be more important than any others. Option B scores the best against global warming, transport, reliability, compliance with policy, flexibility and end product liability. The workshop held with the Partnership members prior to the completion of the appraisal included a session assessing the most important criteria to the Partnership. Whilst all the criteria assessed were seen as important, cost, reliability and resource depletion were seen as key criteria. The top scores against these key criteria were as follows:

- Cost – Option A, followed by Options E and F;
- Reliability – Options A, B, C, D and G were all equally reliable; and
- Resource depletion – Option D followed by Option B.

Option B scored well against these key criteria with the exception of cost, where it was ranked fifth. However there is potential income from the heat generated that has not currently been taken into consideration.

Option E was ranked second overall and scored well against many of the environmental criteria, however it did not score well against resource depletion or reliability and was scored as average against cost.

Option D performed very well against resource depletion and reliability, but poorly against cost. The overall ranking for option D was sixth, reflecting lower performance against compliance with policy, cost and some of the environmental criteria.

Option A also performed well against two of the key criteria - cost and reliability. It also finished third against resource depletion, the other key criteria, and finished third in the overall scoring. This was due to a lower performance against some of the environmental criteria.

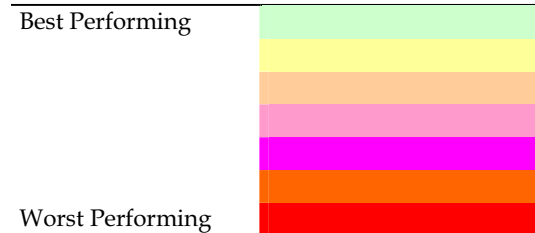
Option G is the worst performing option overall. This is partly as a result of assumptions made on facility type (see sensitivity analysis below). However, the reliance on an out of county facility causes the option to perform badly in relation to flexibility of tonnage throughputs and transportation.

Table 3.1 Total Scores and Ranks

	Resource Depletion	Global Warming	Ecotoxicology	Acidification	Eutrophication	Health	Transport	Cost	Reliability	Planning Risk	Compliance with Policy	Flexibility - composition	Flexibility - tonnage	End Product Liability	Average	Rank
Option A	3	6	7	6	5	4	1	1	1	2	5	1	2	1	3.21	3
Option B	2	1	6	5	3	3	1	5	1	2	1	1	2	1	2.43	1
Option C	4	5	1	4	4	5	3	7	1	5	7	6	1	5	4.14	5
Option D	1	4	4	3	6	6	4	6	1	5	6	6	6	3	4.36	6
Option E	6	2	2	1	1	1	5	2	6	1	2	4	4	6	3.07	2
Option F	7	3	3	2	2	2	7	2	6	1	2	4	4	6	3.64	4
Option G	5	7	5	7	7	7	6	4	1	1	4	1	7	4	4.64	7

KEY:

Option A	1 x EFW
Option B	1 x EFW + CHP
Option C	2 x MBT - gasification
Option D	2 x MBT - cement kiln
Option E	1 x Autoclave
Option F	2 x Autoclave
Option G	EFW out of county



4.1 OPTION G - CHANGE IN EfW REFERENCE PLANT

In assessing the options there were a number of assumptions that had to be made. One of these assumptions was the example facility that each option was based on. Worcestershire and Herefordshire currently send a proportion of their waste to EfW facilities in the West Midlands, including the Coventry EfW. Option G was therefore based on sending waste to this EfW. The results are therefore based on the performance of this particular plant. In reality there may be another, more recently built, EfW that could be utilised by the Partnership in the future. To assess this possibility the same plant that was used as the basis for option A was used in a sensitivity analysis (option G2). This allows the impacts of transporting the waste to Coventry to be easily identified as the treatment technology is now the same in options A and G2.

The results presented below for option G and G2 are for those criteria that have been affected by the change: environmental criteria, health, transport, compliance with policy and end product liability.

Table 4.1 Option G and G2 Results

	Compliance with policy	End product Liability	Transport	Health	Resource Depletion	Global Warming	Freshwater Ecotoxicity	Acidification	Eutrophication
Option G	672,464	4,257	6,125,027	6,487,000	-462,000	22,486,000	-4,203,000	170,000	60,000
Option G2 - sensitivity	723,644	2,523	5,923,948	-5,658,000	- 570,000	14,279,000	- 2,900,000	36,000	28,000

*Lower numbers are a better result for all criteria in this table

Option G2 is a better performing option than Option G when compared against the majority of the criteria that change. Option G2 performs marginally better overall with a total score of 4.50, compared to 4.71 for Option G. This only slightly alters the ranking for G2 which moves up from 7 to 6, so it still remains one of the worst performing options, replacing Option D in 6th position.

Option G2 performs well in the planning, reliability of deliver and end product liability criteria. However, when compared to option A (EfW in county) the option still performs less well in the majority of the environmental criteria. This is due to the additional transport required to transport the waste to the facility.

The introduction of option G2 does not affect the ranking of the top performing options against the three key criteria indentified in *Section 3* and provided below for confirmation.

The top scoring options against these key criteria were as follows:

- Cost – Option A, followed by Options E and F;
- Reliability – Options A, B, C, D and G were all equally reliable; and
- Resource depletion – Option D followed by Option B.

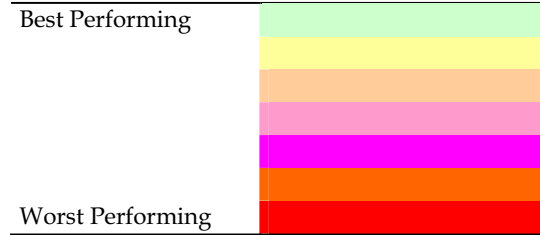
Table 4.2 Total Scores and Ranks - Sensitivity Analysis

	Resource Depletion	Global Warming	Ecotoxicology	Acidification	Eutrophication	Health	Transport	Cost	Reliability	Planning Risk	Compliance with Policy	Flexibility - composition	Flexibility - tonnage	End Product Liability	Average	Rank
Option A	3	6	6	6	5	4	1	1	1	4	4	1	2	1	3.21	3
Option B	2	1	5	5	3	3	1	5	1	4	1	1	2	1	2.50	1
Option C	4	5	1	4	4	6	3	7	1	6	7	6	1	5	4.29	5
Option D	1	4	4	3	7	7	4	6	1	6	6	6	7	4	4.71	7
Option E	6	2	2	1	1	1	5	2	6	1	2	4	4	6	3.07	2
Option F	7	3	3	2	2	2	7	2	6	1	2	4	4	6	3.64	4
Option G	5	7	7	7	6	5	6	4	1	1	4	3	6	1	4.50	6

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KEY:

Option A	1 x EFW
Option B	1 x EFW + CHP
Option C	2 x MBT - gasification
Option D	2 x MBT - cement kiln
Option E	1 x Autoclave
Option F	2 x Autoclave
Option G	EFW out of county



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**Herefordshire Council &
Worcestershire County Council**

**Sustainability Appraisal for the
Joint Municipal Waste Management
Strategy**

Scoping Report

Version 4

April 2008

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1. INTRODUCTION

- 1.1 All local development documents (LDD) are to be subject to the process of sustainability appraisal¹. The Worcestershire County Council Waste Core Strategy Sustainability Appraisal (SA) was published in 2005 and provides a framework for this document, the initial Scoping Report as part of the Sustainability Appraisal of the Herefordshire & Worcestershire Joint Municipal Waste Management Strategy (JMWMS). It also incorporates the requirements of scoping for the Strategic Environmental Assessment (SEA) Directive. It has been prepared in accordance with guidance from the Office for the Deputy Prime Minister published in 2005 (A Practical Guide to the Strategic Environmental Assessment Directive) and as this document suggests, integrates the required SEA for the JMWMS with other types of appraisal, in this instance the Sustainability Appraisal (SA).
- 1.2 In this Chapter we introduce the requirements of SA and provide an outline of how it will impact on the JMWMS. The succeeding chapters discuss:
- the main findings following the review of the pertinent policies, plans and programmes,
 - the key sustainability issues and the associated base line data,
 - sustainability objectives that will establish the framework for the assessment of the JMWMS in the following stages of the process,
 - the consultation arrangements for the scoping report and next stages in the process of undertaking SA of the JMWMS.

Sustainability Appraisal and Strategic Environmental Assessment

- 1.3 The objective of the Strategic Environmental Assessment Directive² is:

To provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development (Article 1)

- 1.4 The purpose of SA is:

to promote sustainable development through better integration of sustainability considerations into the preparation and adoption of plans (Sustainability Appraisal of Regional Spatial Strategies and Local Development Frameworks, 2005 , ODPM)

- 1.5 SA therefore requires an examination of not only the environmental effects of a plan but also the social and economic effects.
- 1.6 Although SEA and SA are separate legal matters, it is possible to meet the requirements of SEA as part of the more wider ranging SA process, subject to the environmental effects being addressed with sufficient rigour as required by the SEA.

¹ Section 19, Planning and Compulsory Purchase Act 2004

² Directive 2001/42/EC on the Assessment of the Effects of Certain Plans and Programmes on the Environment

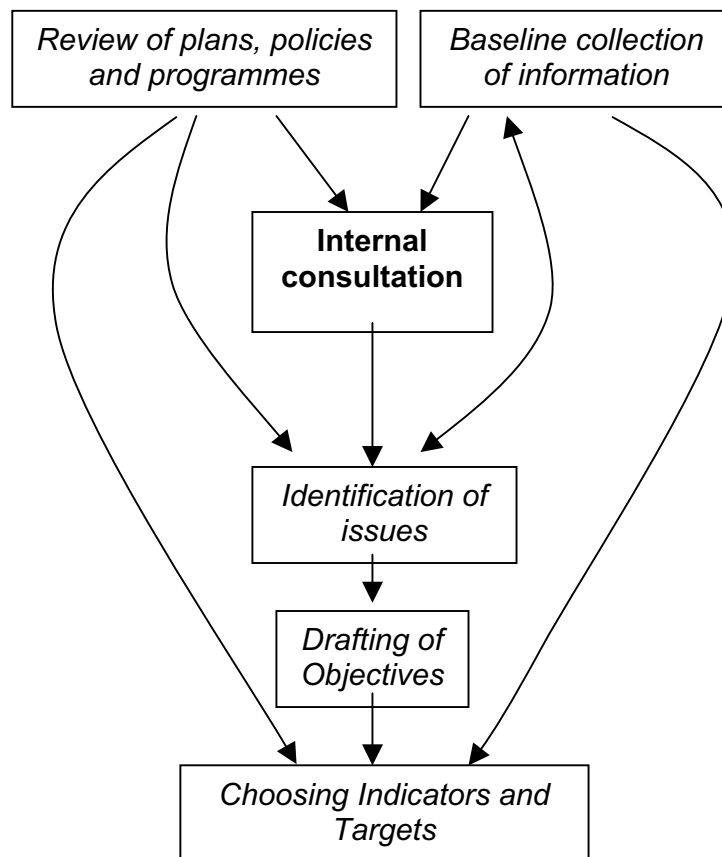
- 1.7 From hereon in reference to Sustainability Appraisal includes the requirements of Strategic Environmental Assessment. As part of a quality assurance process a checklist is reproduced in Appendix 1 that will be used to signpost where the SEA requirements are addressed within the SA process.
- 1.8 The appraisal process will culminate in the production of a Sustainability Report that will describe the process undertaken including potential alternatives; give reasons for any decisions made and state the predicted implications, positive and negative, of the preferred approach advanced within the JMWMS. The effects of the JMWMS upon each of the sustainability objectives, is to be considered in terms of its short, medium and long term nature as well as the secondary, cumulative and synergistic effects.
- 1.9 Although the Sustainability Report will not formally form part of the JMWMS, it does provide one of the key tests of soundness against which the JMWMS can be examined and it also informs the decision making on the contents of the Strategy. Working in parallel with plan preparation, the process of undertaking sustainability appraisal will provide a commentary on the potential social, environmental and economic effects arising from the JMWMS. This in turn will help develop waste policies that reflect the Government's principles for sustainable development as set out in the UK Government's Sustainable Development Strategy (March 2005) of:-
- Living within environmental limits
 - Ensuring a strong, healthy and just society
 - Achieving a sustainable economy
 - Promoting good governance
 - Using sound science responsibly

Methodology

- 1.10 The SA of the JMWMS is being led by Worcestershire County Council's Waste Management Unit. . It has been prepared following guidance in the ODPM guidance 'Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents.
- 1.11 The process of undertaking sustainability appraisal of the JMWMS will comprise of five stages:
- (A) The gathering of information via a review of plans, policies and programmes to establish the sustainability issues of concern for Herefordshire & Worcestershire and establishing the objectives and indicators against which to consider the performance of the plan towards achievement of sustainable development.
- (B) Appraisal and then consultation of the emerging options for the review of the JMWMS.
- (C) Preparing the sustainability report including the details of the findings from the appraisal and how the JMWMS has been informed and influenced by the process.
- (D) Joint consultation on the SA report and the preferred JMWMS.

- (E) Monitoring of the sustainability credentials of the plan and responding to adverse effects should they arise.
- 1.12 Although the process has a series of separate stages, the actual undertaking of the process is one whereby there is likely to be a cycle of continuous review and refinement as more baseline information is obtained and as more sustainability issues and options are identified.
- 1.13 This report represents the culmination of the work undertaken as part of stage A and provides the scope and level of detail against which the JMWMS will be appraised and reported upon in the Sustainability Report.
- 1.14 Stage A of the process for the Waste Core Strategy Scoping Report upon which this document is based began preparation in December 2004 with the review of plans, policies and programmes to establish the sustainability policy context, which helped to distil the key sustainability issues. Upon identification of key issues an internal reference group of Worcestershire County Council staff was established with representation from relevant departments with specialisms, interests in or responsibilities for those areas to be addressed by the SA. This group was used as a sounding board following preparation of each section of the scoping report. The scoping report also received input from consultants ERM, who assisted the Council in the preparation of the Waste Core Strategy. To provide independent comment on the scoping report, a third party in the form of the environmental charity Forum for the Future, were also asked to review the appraisal process advocated within the scoping report. This Worcestershire County Council led working group have established a generic SA Framework as a basis for developing Scoping Reports.

1.15 The process of Stage A is summarised in Figure 1 below.



Commenting on this initial report

1.16 This is the initial scoping report and comments are being sought on how it could be improved or clarified. This draft report has been forwarded to the Environment Agency, Natural England and English Heritage to obtain their views on the soundness of the report from an environmental perspective with advice to the appraisal process proceeding to the next stage. The consultation has been supplemented with an invitation to those stakeholders that the Councils consider to be appropriate such as Worcestershire Wildlife Trust, Herefordshire Nature Trust, H&W Chamber of Commerce, Primary Health Care Trusts and the Health Protection Agency. To assist in making responses and amendments, the following questions may usefully be considered:

- Have there been any significant omissions of plans, programmes and policies relevant to the scoping of this report?
- Do you agree with the selection of key sustainability issues for Herefordshire & Worcestershire?
- Do you agree that the types of baseline data that have been, or will be, collected are relevant and of sufficient detail to support the appraisal?
- Are there any key baseline data available that are or could be used in support of the issues that have not been identified?
- Are you aware of any appropriate targets that are not currently included that the report should cite?

- Do the sustainability objectives provide a sound framework against which to assess the sustainability credentials of the JMWMS?
- Can you propose additional indicators and targets for the objectives?

The Herefordshire & Worcestershire Joint Municipal Waste Management Strategy and Best Practicable Environmental Option (BPEO)

- 1.17 The Herefordshire & Worcestershire JMWMS will set out a strategy for sustainable waste management to enable the adequate provision of waste management facilities throughout the County. It will not identify land allocations, this being a task of other development plan documents.
- 1.18 The Best Practicable Environmental Option (BPEO) was undertaken jointly for Herefordshire and Worcestershire in 2003. The BPEO process considered the relative merits of various waste management options, , to help identify the “best” option for the two Counties, taking into account the conservation of the environment across land, air and water. The outcome of the process was endorsed by Worcestershire County Council in July 2003 as forming the basis for preparing the Development Plan.

2. REVIEW OF POLICIES, PLANS AND PROGRAMMES

- 2.1 As part of the evidence-gathering for the SA all relevant Policies, Plans and Programmes (PPP) were identified with a view to helping to establish the key sustainability issues for Herefordshire & Worcestershire which the JMWMS may affect.
- 2.2 PPPs have been considered at a national, regional and local level, although it is assumed that national and European PPPs have been incorporated into the strategic direction and content of locally based documents. Only national documents of most direct relevance to the JMWMS and sustainability have been reviewed.
- 2.3 This is a dynamic process and as new PPPs emerge or are revised, they will be reviewed and any conflicts or inconsistencies will be addressed. Policy context continually shifts as new plans are adopted and/or take the place of former plans. The full list of reviewed policies, plans and programmes can be found in appendix 2. The PPP Review ensures that the JMWMS is prepared after having regard to the requirements of other relevant plans and strategies.

Results of the Review

- 2.4 The purpose of the review is to detail the key implications for the SA. It is not to highlight every detail from every document selected. The findings of the review are shown in tables in appendix 3. For each document reviewed, the table sets out the name of the document, key objectives and targets, and implications for the SA. In addition to extracting information to inform the issues stage (discussed later) this process enables relevant indicators and targets from the reviewed plans to be fed into the indicators and target as demonstrated in Figure 1. In doing so it is not proposed to create targets for the SA report, but to include targets already devised in other documents.
- 2.5 The key points emerging from the review that the SA needs to address are as follows:

Social

- (1) Access to services is a key issue, particularly for people living in rural areas.
- (2) Promote and improve access to education.
- (3) Enable communities to participate in and contribute to the issues that affect them.
- (4) Pockets of deprivation exist in the region.
- (5) Provision of decent affordable housing for all.
- (6) Promote communities that are healthy and support vulnerable people.
- (7) Address health inequalities.
- (8) Tackle crime, fear of crime and anti-social behaviour

Environmental

- (9) Encourage and enable waste minimisation, reuse, recycling and recovery, in order to meet national, regional and local targets.

- (10) Prevent or reduce the negative effects of waste management on the environment.
- (11) Target of 10% reduction in gas emissions that cause climate change by 2010 and 20% by 2020.
- (12) Improve energy efficiency and increase use of renewable energy. 10% of the UKs electricity should be coming from renewable energy sources by 2010 and 20% by 2020 (PPS 22).
- (13) Development should be focused in, or next to, existing towns and villages with previously developed land used in preference to Greenfield.
- (14) Encourage and promote land use activities which will lead to an improvement in the quality of its natural resources.
- (15) Development should be informed by and sympathetic to the landscape character of the locality.
- (16) Protection of the natural and cultural heritage of the area.
- (17) The area is subject to potential flooding from, in particular, the Rivers Severn, Teme, Avon, Stour and Wye.
- (18) There is an emphasis on reducing the need to travel and the challenge of addressing hotspots of road congestion.

Economic

- (19) Ensure prudent and efficient use of natural resources.
- (20) Ensure the efficient transportation of freight within the region, so as to support a strong long economy, but not at a compromise to existing or future needs of society or the environment.
- (21) On a workplace basis average earnings well below national comparators combined with a relatively low level of skilled workforce in the area.
- (22) Significant proportion of workforce employed in declining industries.

2.6 The above points, coupled with consideration of baseline data and feedback from internal reference group enable the initial identification of the key sustainability issues that will need to be addressed in the sustainability appraisal. This is discussed further in the next chapter.

3. IDENTIFICATION OF SUSTAINABILITY ISSUES

3.1 The SEA requires that the following issues be addressed:

Biodiversity; population; human health; fauna; flora; soil; water; air; climatic factors; material assets; cultural heritage including architectural and archaeological heritage; landscape; and the inter-relationship between the factors.

3.2 In addition to these environmental issues the review of PPP provided a list of additional matters particularly in relation to economic and social matters. From this review and through consultation with colleagues conducted for the Waste Core Strategy, sustainability issues relevant to the JMWMS were identified:

- Waste
- Traffic and transport
- Growth with prosperity for all
- Participation by all
- Technology, innovation and inward investment
- Energy generation and use
- Access to services
- Provision of housing

3.3 Following identification of the issues a process of ranking in order of priority took place. This was undertaken by a dual assessment of significance of the issue within the two counties, and the significance of the issue with regard to waste.

3.4 Appendix 4 sets out the main issues identified through the PPP review, shows if it is a SEA topic, its ranking according to its significance and a justification for why the issue has been selected. The selection of a set of sustainability issues has enabled work to focus on the collection of relevant baseline data.

3.5 Baseline data has a fundamental role throughout the stages of the appraisals, providing the evidence base from which to predict and monitor effects the JMWMS will have on sustainability. *In particular the SEA Directive requires that “the relevant aspects of the current state of the environment and likely evolution thereof without implementation of the plan” be considered.*

3.6 Collection of appropriate baseline information that is currently available has begun but it is equally important to recognise that other relevant information will continue to be identified and collected. The existing range of resources include government websites, the National Census and relevant regional and local documents.

3.9 The ensuing process of data collection has been and will continue to be focused on producing datasets that can provide the relevant evidence base for those SA objectives upon which the JMWMS could have a significant effect. The baseline data for the current state of the environment of Herefordshire & Worcestershire, described through the identification of the prime sustainability issues, will continue to be collected as the JMWMS is progressed. The tables presented in Appendix 4 contain a condensed version of the headline data for each issue alongside the potential opportunities of how the JMWMS could positively influence the issue and the likely evolution of the baseline without implementation of the JMWMS.

3.10 Appendix 5 identifies, for each sustainability issue, the importance of that issue within Herefordshire & Worcestershire and in relation to the JMWMS. That has been used to justify a priority order for the issues. The appendix also sets out the proposed baseline data to allow the JMWMS to be appraised and gaps in baseline data to be identified. Provision will need to be made to fill the data gaps for issues in future plans. The consultation process provides opportunity for additional sources of baseline data to be included, with a view to responses helping to assess the following:

- What impact do waste facilities have on local transport infrastructure?
- What contribution does waste generation, collection and disposal make to emissions of greenhouse gases?
- How does waste generation, collection and disposal affect biodiversity?
- What opportunities do waste facilities create for the enhancement of habitats?
- How does/has waste generation, collection and disposal affect(ed) the landscape?
- How does waste generation, collection and disposal affect air, water and soil quality?
- What contribution does/could waste generation, collection and disposal make to the economies of Herefordshire & Worcestershire?
- How many people does the waste sector employ in Herefordshire & Worcestershire?
- What are the potential impacts waste disposal has on the health and amenity of local residents?

3.11 As the process towards undertaking the appraisal of the JMWMS continues, the sustainability issues will be supplemented as appropriate with a view to being presented in the following comprehensive format:

- Sustainability issues
- Baseline data characteristics
- Indicators
- Trends
- Targets
- Evolution of the baseline without implementation of the JMWMS
- Opportunities/Actions for SA/JMWMS to positively influence the condition of the baseline data
- Data sources

4. THE SUSTAINABILITY APPRAISAL FRAMEWORK: OBJECTIVES

- 4.1 The Sustainability Appraisal Framework is the core component of the Sustainability Appraisal process. Through the development of a set of objectives, indicators and when appropriate, targets, the framework provides the means through which sustainability effects of the JMWMS can be described, analysed and compared.
- 4.2 The development of objectives is important not only to assess whether the JMWMS is providing the most sustainable option but also because they play an essential role in later stages of the Sustainability Appraisal. They are critical in stage 2 in undertaking assessment of the potential sustainability affects of the JMWMS and prompting consideration of alternative approaches for the Strategy; in stage 3 through informing the detailed assessment of the significance of the effects (direct or indirect/long term or short term) predicted to arise as a consequence of the Strategy; in stage 5 where the objectives and associated indicators are used to monitor the effects of the Strategy.
- 4.3 Sustainability objectives are distinct from the objectives of the JMWMS by virtue of their focus upon outcomes (ends) rather than how they will be achieved (inputs). The JMWMS is concerned with the means of achieving the policy. The Sustainability Appraisal objectives in comparison are more concerned with the ends rather than the means, acting as a methodological yardstick against which the sustainability effects of the Strategy are tested. The ODPM guidance *Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents (2005)* also advises how objectives should be drafted.
- 4.4 It is suggested that between 12 and 25 objectives should be sufficient to cover the range of topics needed for SA.
- 4.5 Sustainability appraisal guidance requires a balance to be met between environmental, social and economic topics. Within this context the selection of objectives has derived from a combination of the following considerations, based on best available information at the time:
- a review of the issues of relevance to Herefordshire & Worcestershire as described within PPP
 - a review of the sustainability characteristics and issues
 - analysis of the opportunities arising from the baseline data
- 4.6 The objectives identified as part of this process are listed below. They have been ranked in order of priority. This was determined with regard to both the extent to which the JMWMS may affect the objective and the relevance of the objective within Herefordshire & Worcestershire at the time. If a conflict were to arise as part of the appraisal process, the sustainability objective higher in the hierarchy would take precedence.
- 4.7 It will be important to bear in mind that due to the breadth of objectives included within the Sustainability Appraisal, the JMWMS will only have limited scope to influence some of the objectives. It will be for other plans, programmes and

policies to secure the sustainable benefits for Herefordshire & Worcestershire where this occurs.

- 4.8 The draft objectives for each of the sustainability issues are set out below. Those objectives that address the required SEA topics are shown in italics.

Issue: Waste

1. Manage the waste streams in accordance with the waste hierarchy, prevention, encouraging reuse, recycling and recovery addressing waste as a resource.

Issue: Climate Change

2. *Reduce causes of and adapt to the impacts of climate change*

Issue: Traffic and Transport

3. To reduce the need to travel and move towards more sustainable travel patterns

Issue: Growth with prosperity for all

4. Develop a knowledge-driven economy, with the infrastructure and skills base whilst ensuring all have access to the benefits, urban and rural

Issue: Participation by all

5. To provide opportunities for communities to participate in and contribute to the decisions that affect their neighbourhoods and quality of life, encouraging pride and social responsibility in the local community

Issue: Technology, innovation and inward investment

6. Promote and support the development of new technologies of high value and low impact, especially resource efficient technologies and environmental technology initiatives

Issue: Energy generation and use

7. Promoting energy efficiency and energy generated from renewable energy and low carbon sources

Issue: Natural resources

8. Protect and improve standards of air, water and soil quality ensuring prudent use of natural resources

Issue: Access to services

9. To improve the quality of and equitable access to local services and facilities, regardless of age, gender, ethnicity, disability, socio-economic status or educational attainment.

Issue: Landscape

10. Safeguard and strengthen landscape character and quality

Biodiversity / Geodiversity / Flora / Fauna

11. To conserve and enhance Biodiversity and Geodiversity

Issue: Health

12. To improve the health and well being of the population and reduce inequalities in health

Issue: Provision of Housing

13. Provide decent affordable housing for all, of all the right quality and tenure and for local needs, in clean, safe and pleasant local environments

Issue: Population 1

14. *To raise the skills level and qualifications of the workforce.*

Issue: Cultural Heritage, architecture and archaeology

15. Conserve and enhance the architecture, cultural and historic environment heritage and seek well designed, resource efficient, high quality built environment in new development proposals

Issue: Material assets

16. Ensure efficient use of land through safeguarding of mineral reserves, the best and most versatile agricultural lands, lands of Green Belt value, maximising use of previously developed land and reuse of vacant buildings, where this is not detrimental to open space and biodiversity interest.

Issue: Population 2

17. Reduce crime, fear of crime and antisocial behaviour

Issue: Flooding

18. Ensure development does not occur in flood prone areas

4.9 It is anticipated that the above objectives will be common to scoping reports for other mineral and waste development documents to be produced by the Councils. The order of priority would however expect to be amended to reflect the sustainability issues specific to the plan under preparation and the extent to which the plan may affect the objective.

4.10 As the process of preparing the sustainability report continues, whereby consultation is undertaken, more baseline data is collected and new issues emerge, the objectives and their associated indicators and targets will be revised. **It is important to note that the list of objectives is necessarily generic at this stage. Those that are found to be irrelevant to the Joint Municipal Waste Management Strategy will become deleted as part of the process while objectives that merit additional detail specific to the Joint Municipal Waste Management Strategy document and any broad options proposed will be supplemented with sustainability sub-objectives.**

4.11 Appendix 6 provides draft details of each objective, its sub-objective, potential indicators to measure achievement and where relevant, any existing targets. The Sustainability Appraisal objectives cited in appendix 6 have been drafted having in mind how sustainability in its widest sense could be furthered within Herefordshire & Worcestershire. The set of sub objectives relate to how the JMWMS could promote these general sustainability objectives. The remaining stages of sustainability appraisal of the JMWMS will largely be driven by the contents of appendix 6, with appendices 2-5 informing appendix 6. As part of the consultation it is hoped that this information will be enhanced.

5. NEXT STEPS

- 5.1 The process of Sustainability Appraisal is very much an iterative process. For example, the collection of baseline data will continue throughout the process, which in turn will help to refine the sustainability objectives and inform the selection of indicators.
- 5.2 However, there are a number of distinguishable stages in the preparation of the Sustainability Appraisal report that are outstanding – see below and Figure 2 (following). The remaining stages are outlined below along with the proposed methodology for their completion.
- 5.3 Consultation on the scoping report is important as it ensures that the SA will be comprehensive and robust in order that it can support the JMWMS, through later stages of consultation, as described above. Consultation at this stage will last for 5 weeks and will be with the three consultation bodies required by the SEA Directive. The three consultation bodies are:

English Heritage
Natural England
Environment Agency

Stage B – Developing, appraising and refining options

- 5.4 During the review of the JMWMS various options will be compared with each other on a basis of their ability to deliver the plan objectives as well as their relative performances against the sustainability benchmark set by the sustainability framework. The options for the JMWMS will be reasonable, realistic and relevant and may include the ‘do nothing’ option as a means to compare what would happen without the JMWMS. Means by which the options can be amended to better account for sustainability will be documented although it is not the role of the SA to select the preferred option for the JMWMS. The consideration of alternative technologies for waste disposal in terms of is it necessary, and if so how should it be done were considered as part of the Best Practicable Environmental Option (BPEO) in 2003. The BPEO strategy establishes the broad mix of technologies for managing waste within the County up to 2015 and has identified the preferred types and numbers of facilities that will be required during the period. Alternative approaches will be required to demonstrate how they are equal to the BPEO. A matrix will be utilised to test the compatibility of each option with the sustainability objectives. Where there is an inconsistency or conflict between the two sets of objectives this will be documented and any changes made as a result will be recorded. The sustainability objectives listed in Para. 4.9 are shown in order of priority and it will be the presumption that the effect on those objectives higher in the hierarchy will be less negotiable.
- 5.5 Where positive or negative effects upon sustainability cannot be predicted or assessed the reason for the uncertainty will be recorded. Should this relate to lack of baseline information for example, measures will be discussed as to how this is to be overcome.
- 5.6 The work involved during this stage will be included in a report that discusses the sustainability credentials of each of the options for the JMWMS. Consultation will take place with the statutory agencies and stakeholders.

Stage C - Appraising in detail the effects of the preferred option and documenting the process in the SA report

- 5.7 This stage will assess and predict in more detail the effect of the preferred option for the JMWMS, taking into account the findings from the consultation in stage B. Any adverse effects that are identified arising from the preferred option will be accompanied with details of the measures of how the negative impacts are proposed to be mitigated against. Likewise where steps can be taken to further enhance positive effects this will be documented.
- 5.8 The prediction and assessment of effects will be undertaken having consideration to the probability, duration, frequency and reversibility of the effect, including cumulative, indirect and synergistic effects. Magnitude and spatial extent of the effect will also be addressed. Assessment in this matter will determine the overall significance of each of the effects.
- 5.9 In carrying out this process it is important to note that in assessing the significance of the effects the Councils will use reasonable time and effort to carry out the assessment and it will be proportionate to the expected severity of the effect. Both qualitative and quantitative data will be used to determine the significance.
- 5.10 The documentation of the work carried out as part of the appraisal will culminate in the SA Report. This will include a table, to demonstrate when the requirements of the SEA Directive have been met. The table shall list the requirement and where it can be located in the document by way of a paragraph number. The SA report will show how the SA process has influenced the development and content of the JMWMS. A post project monitoring report will also be prepared to plan the methods for the future monitoring of the Sustainability Framework.

Stage D - Consulting on SA Report for the Joint Municipal Waste Management Strategy

- 5.11 Consultation will be carried out in accordance with the Councils' Statements of Community Involvement (SCI) and as a minimum the consultation will need to comply with the requirements of the SEA Directive. The SCIs set out for each stage of the process the intended method of consultation and the venues where this information will be held. It is proposed that in order to comply with the SCI the following methods will be utilised, depending on who is being contacted; web and postal surveys, newsletters and citizens panel. Views will be sought at the earliest opportunity and adequate time in which to respond to the consultation will be provided.
- 5.12 If significant changes are made to the preferred option of the JMWMS as a result of the consultation, then the SA report will be amended to take account of the changes.

Stage E – Monitoring and Implementation of the Plan

- 5.14 The post project monitoring report is likely to address the following steps as a minimum:

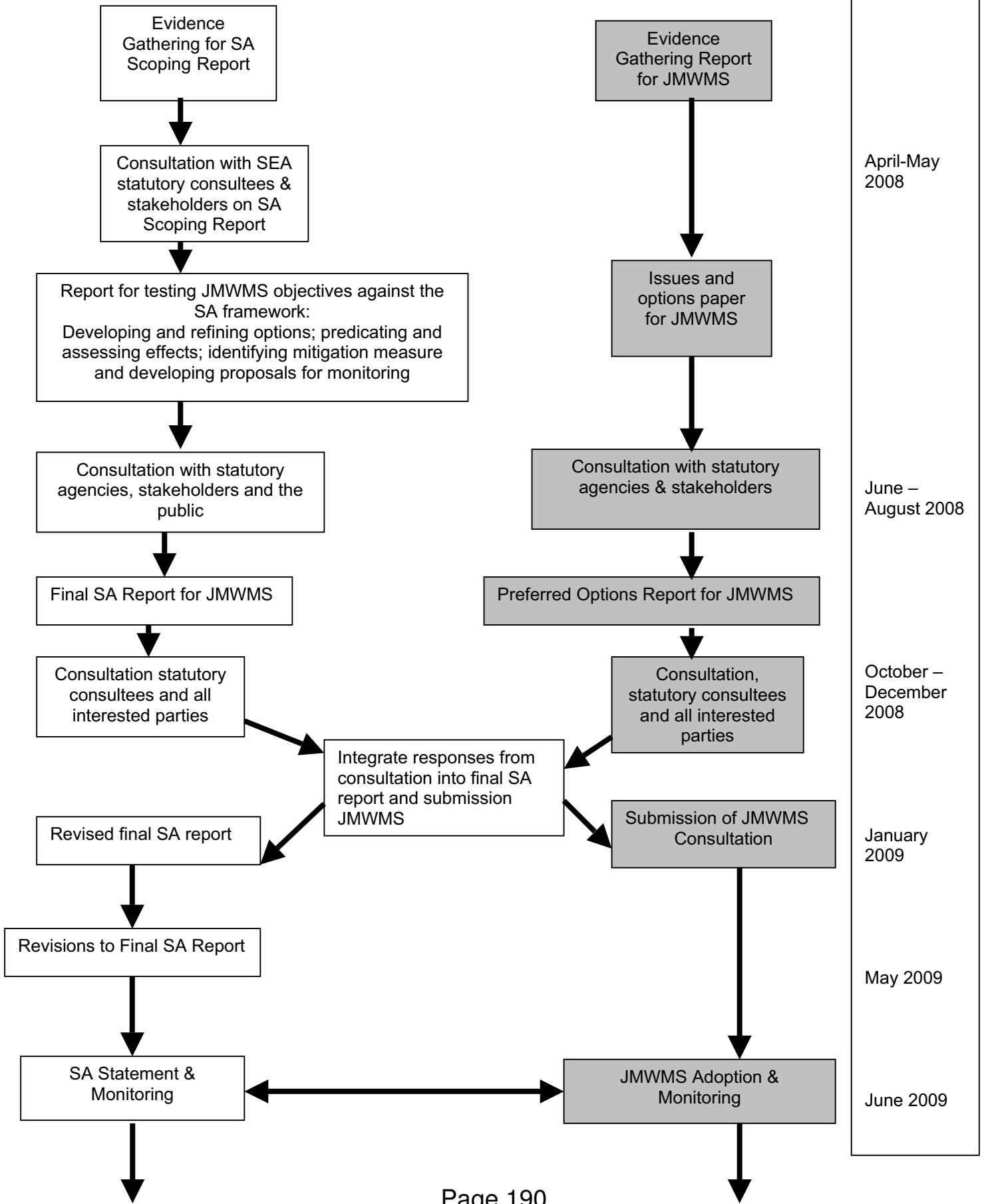
- (1) What needs to be monitored?
- (2) What type and detail of information is required?
- (3) How effective are the existing sources of monitoring information?
- (4) What are the gaps in information, and how can this be addressed?
- (5) What actions will be taken if adverse effects are monitored arising from implementation of the JMWMS?
- (6) Who is responsible and what is the frequency and the spatial extent of the monitoring programme?

Figure 2

Sustainability Appraisal (SA)

Joint Municipal Waste Management Strategy (JMWMS)

Timetable



Appendix 1 - The SEA requirements

SEA requirement for stage A	Location in the Sustainability Appraisal scoping report
An outline of the contents, of the JMWMS the main objectives of plan and the relationship with other plans and programmes.	Para. 1.17 to 1.18
The relevant aspects of the state of the environment are recorded and the likely evolution of these aspects without the implementation of the JMWMS.	Appendix 5
The environmental characteristics of areas in Herefordshire & Worcestershire likely to be significantly affected.	Countywide
Any existing problems, which are relevant to the JMWMS. This may take the form of a particular environmental importance.	Para. 3.10
The international, national and community level, environmental protection objectives, which are relevant to the JMWMS. In addition it will be demonstrate, the way these objectives and any environmental consideration have been taken into account during its preparation.	Appendix 2
Consultation with authorities with environmental responsibility, when deciding the scope and level of detail of the information, which must be included in the environmental report.	Para. 1.16 Para. 5.11

Appendix 2 - Policies, plans and programmes reviewed

International & European

Kyoto Agreement
Landfill Directive
Water Framework Directive
WEEE Directive
ELV Directive
Waste Framework Directive
Ambient Air Quality Directive
European Sustainable Development Strategy

National

PPS 1 Delivering Sustainable Development
Planning Policy Statement: Planning and Climate Change - Supplement to Planning Policy Statement 1
PPG 2 Green Belts
PPS 7 Sustainable Development in Rural Areas
PPS 9 Biodiversity and Geological Conservation
PPS10 Planning for Sustainable Waste Management
PPG 13 Transport
PPG15 Planning and the Historic Environment
PPG16 Archaeology and Planning
PPS 22 Renewable Energy
PPS 23 Planning and Pollution Control
PPG 24 Planning and Noise
PPS 25 Development and Flood Risk
Waste Strategy for England 2007
National Air Quality Strategy
National Sustainable Development Strategy
DETR – A Better Quality of Life
Waste Not, Want Not
Climate Change Bill
Planning White Paper

Regional

Regional Spatial Strategy: West Midlands (Formerly RPG)
Regional Economic Development Strategy
Regional Transport Strategy
West Midlands Regional Waste Planning Strategy, draft
West Midlands Energy Strategy
Regional Sustainable Development Framework
England Rural Development Program, West Midland
Regional Cultural Strategy
Enriching Our Region
West Midlands Counting Consumption
Regional Biodiversity Strategy for the West Midlands

awaiting review

Worcestershire County

Worcestershire County Structure Plan 1996 - 2011
Local Transport Plan
Landscape Character Assessment
Community Strategy (2003 – 2013)

Climate Change Strategy
 Municipal Waste Strategy
 Cotswold Area of Outstanding Natural Beauty Management Plan (2004)
 Malvern Hills Area of Outstanding Natural Beauty Management Plan (2004)
 Minerals Local Plan
 Economic Strategy
 Worcestershire Biodiversity Action Plan
 Worcestershire County Council Statement of Community Involvement
 Worcestershire County Council Waste Core Strategy
 Worcestershire County Council Corporate Plan
 Worcestershire Local Area Agreement (LAA)
 Worcestershire State of the Environment Report awaiting review
 Worcestershire Rural Action Plan awaiting review
 Air Quality Management Areas awaiting review

Herefordshire County

Community Strategy
 Cultural Strategy
 Herefordshire Council Corporate Plan
 Economic Development Strategy (2005 – 2025)
 Herefordshire Council Corporate Environmental Strategy (2005 – 2011)
 Herefordshire Partnership Climate Change Strategy
 Herefordshire Biodiversity Action Plan
 Local Transport Plan
 Carbon Management Plan
 Herefordshire Unitary Development Plan 1996 - 2011
 Herefordshire Local Area Agreement (LAA)
 Wye Valley Area of Outstanding Natural Beauty Management Plan (2004)

Other

West Mercia Constabulary Strategic Plan
 H&W Social Enterprise Strategy
 Local Community Safety partnership Strategies awaiting review

Appendix 3 - Implications arising from the review of PPP

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
Kyoto Agreement	Reduce greenhouse gas emissions by 5% of 1990 levels by 2008-12	Objective relating to the target of reducing climate change gas emissions.
Landfill Directive	To prevent, or reduce, negative effects of waste management on the environment. Targets see waste strategy.	Objective relating to recovery, recycling and reuse of materials and pollution avoidance
Water Framework Directive	All surface and groundwater needs to be of good quality by 2015	Objective relating to water quality to be included
WEEE Directive	Sets measures to <ul style="list-style-type: none"> • Reduce, recycle and recover waste electrical and electronic equipment. • Minimise the risks and impacts to the environment associated with the treatment & disposal of these wastes 	Objective relating to recovery, recycling and reuse of materials and pollution avoidance
ELVs Directive	Main requirements for member states are to ensure that: <ul style="list-style-type: none"> • Producers limit the use of certain hazardous substances in the manufacture of new vehicles and automotive components; • ELV's are subject to de-pollution prior to dismantling, recycling or disposal; • Treatment facilities operate to higher environmental standards and have permits if dealing with under polluted ELVs; • Certain recovery targets are met by 01/01/06 and 01/01/15 and • By 2007, producers pay 'all or a significant part' of the cost of treating negative or nil value ELVs at treatment facilities. 	Objective relating to recovery, recycling and reuse of materials and pollution avoidance
Waste Framework Directive	Waste hierarchy established requiring: <ol style="list-style-type: none"> 1. Prevention or reduction of waste 2. Recovery of waste through reuse, recycling or reclamation 3. Energy recovery from waste 4. Disposal of waste to landfill 	Ensure that sustainability objectives reflect these principles as appropriate

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
EU Ambient Air Quality Directive	New air quality standards	Objective to protect and improve air quality
European Sustainable Development Strategy (2001)	Limit climate change and increase the use of clean energy. Combat poverty and social exclusion Manage natural resources more responsibly Improve the transport system and land use management	To include sustainability objective relating to improving energy efficiency and increasing the use of renewables.
PPS 1 Delivering Sustainable Development	Planning should facilitate and promote sustainable and inclusive patterns of urban and rural development. Reduce the need to travel and encourage accessible public transport provision	To ensure the requirement is reflected in the sustainability objectives
PPG 2 Green Belt	There is a general presumption against development that would harm the purposes of the designation.	To include an objective relating to reuse of previous developed land
PPS 7 Sustainable Development in Rural Areas PPS 195	Amongst the governments objectives for rural areas is: <ul style="list-style-type: none"> • To promote more sustainable patterns of development: <ul style="list-style-type: none"> ○ Focusing development in, or next to, existing towns and villages; ○ Preventing urban sprawl ○ Discouraging the development of Greenfield land; ○ Promoting a range of uses to maximise the potential benefits of the countryside fringing urban area; ○ Providing appropriate leisure uses <p>The conservation of the natural beauty of the landscape and countryside within designated AONB's is given great weight. Within Herefordshire & Worcestershire there are three AONBs – the Cotswolds and Malvern Hills and the Wye Valley.</p>	To include sustainability objective relating to rural regeneration and landscape protection
PPS 9 Biodiversity and Geological Conservation	Key principles include the need for plan policies: <ul style="list-style-type: none"> • To be based upon up-to-date information about the environmental characteristics of their areas and • Should ensure that appropriate weight is attached to designated sites of 	To ensure these requirements are reflected in the sustainability objectives

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
	international, national and local importance and the wider environment.	
PPS 10 Planning for Sustainable Waste management	<ul style="list-style-type: none"> • Protect human health and the environment by producing less waste and by using it as a resource wherever possible. • Drive waste management up the waste hierarchy, address waste as a resource and look to disposal as the last option • Encourage sustainable waste in accordance with the waste hierarchy: <ul style="list-style-type: none"> – Reduce: the most effective environmental solution is often to reduce the generation of waste – Re-use: products and materials can sometimes be used again, for the same or a different purpose – Recycle and compost: resources can often be recovered from waste – Recover: value can also be recovered by generating energy from waste • Dispose: only if none of the above offer an appropriate solution should waste be disposed of 	Objective relating to recovery, recycling and reuse of materials
PPG 13 Transport	<ul style="list-style-type: none"> • Promote more sustainable transport choices for people and for moving freight by shaping the pattern of development and influencing the location, scale, density, design and mix of land uses. • Reduce the need to travel and the length of journeys • Make it safer and easier for people to access jobs, shopping, leisure facilities and services by public transport, walking and cycling. 	Ensure that sustainability objectives reflect these principles as appropriate
PPG 15 Planning and the Historic Environment	Identification and protection of historic buildings, conservation areas, designated historic parks and gardens and other elements of the historic environment.	Ensure that sustainability objectives reflect these principles as appropriate
PPG 16 Archaeology and Planning	Archaeological remains are a finite resource and they should be preserved or recorded both in an urban setting and in the countryside.	Noted
PPS 22 Renewable Energy	<p>10% of UK electricity from renewable energy sources by 2010 and to 20% by 2020. A key principle in realising the target is that:</p> <ul style="list-style-type: none"> • Renewable energy developments should be capable of being accommodated throughout England in locations where the technology is viable and environmental, economic, and social impacts can be addressed satisfactorily. 	To include objective relating to climate change/atmospheric pollution

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
PPS 23 Planning and Pollution Control	Ensure sustainable and beneficial use of land, encourage use of previously developed land in preference to Greenfield sites. Locate facilities so that their adverse effects are minimised and contained within acceptable limits	Ensure that sustainability objectives reflect these principles as appropriate
PPG 24 Planning and Noise	Outlines the considerations to be taken into account in determining planning applications both for noise-sensitive developments and for those activities which will generate noise. The aim of this guidance is to provide advice on how the <i>planning</i> system can be used to minimise the adverse impact of noise without placing unreasonable restrictions on development or adding unduly to the costs and administrative burdens of business.	Noted
PPS 25 Development and Flood Risk	Flood risk is a material issue for the development plan and location of development is to be guided by a risk based approach in which development in flood plains will be exceptional. In the two Counties we are potentially affected by flooding from the rivers Severn, Teme, Avon, Stour and Wye.	To address the issue of economic costs associated with natural hazards
National Waste Strategy	<ul style="list-style-type: none"> • Applies the waste hierarchy (Reduce, Reuse, Recycle, Recover, Dispose) • Annual greenhouse gas emissions – 2020: reduction of 10 million tonnes of CO₂ equivalents. • Household Waste Recycling: <ul style="list-style-type: none"> ○ 2010: 40% ○ 2015: 45% ○ 2020: 50% • Household Residual Waste (reduction from 2000 levels): <ul style="list-style-type: none"> ○ 2010: 29% reduction ○ 2015: 35% reduction ○ 2020: 45% reduction • Municipal Waste Recovery: <ul style="list-style-type: none"> ○ 2010: 53% ○ 2015: 67% ○ 2020: 75% • Commercial and industrial waste landfilled in 2010 expected 20% reduction from 2004 levels. 	To reflect targets

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
National Air Quality Strategy	<p>The Strategy sets objectives for eight main air pollutants to protect health.</p> <p>Within Herefordshire & Worcestershire there are 6 local air quality management (LAQM) zones where this will be monitored.</p>	To ensure that health and pollution objectives are covered
National Sustainable Development Strategy	<p>Four broad objectives</p> <ul style="list-style-type: none"> • Sustainable consumption and production – working towards achieving more with less. • Natural resource protection and environmental enhancement • From local to global, building sustainable communities • Climate change and energy 	Ensure that issues are addressed through objectives.
DETR – A Better Quality of Life, A Strategy for Sustainable Development for the UK	<p>Four main aims</p> <ul style="list-style-type: none"> • Social progress which meets the needs of everyone • Effective protection of the environment • Prudent use of natural resources • Maintenance of high and stable levels of economic growth and employment 	Ensure that issues are addressed through objectives.
Waste Not, Want Not – A Strategy for tackling the waste problem in England	<p>National recycling rate target of 45% by 2015</p> <p>Increase choice for industry, local authorities and household over how waste is managed.</p> <p>Stimulate innovation in waste treatment, reduce damage to the environment whilst increasing resource productivity.</p>	Objective relating to recovery, recycling and reuse of materials
Climate Change Bill	20% reduction in greenhouse gasses by 2020 (against 1990 levels) and a 60% reduction by 2050.	Ensure that sustainability objectives reflect these principles as appropriate
Regional Spatial Strategy: West Midlands (Formerly Regional Planning Guidance - RPG) 11- June 2004	<p>WD1 Development plans should include proposals which will enable the following Regional targets to be met:</p> <ul style="list-style-type: none"> i) To recover value from at least 40% of municipal waste by 2005 45% by 2010 & 67% by 2015. ii) To recycle or compost at least 25% of household waste by 2005; 30% by 2010; & 33% by 2015; and iii) To reduce the proportion of industrial and commercial waste which is disposed of to landfill to at the most 85% of the 1998 levels by 2005. 	Wording of sustainability objectives to ensure that the targets are covered.

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
	<p><i>Needs for future waste Management Capacity in Herefordshire & Worcestershire ('000 tonnes per annum)</i></p> <p>Municipal waste recycling and composting facilities. Annual throughput capacity require by 2020/21 ('000 tonnes) = 159</p> <p>Municipal waste recovery. Annual throughput capacity by 2020/21 ('000 tonnes) = 164</p> <p>Cumulative landfill void capacity required for all waste streams taking into account the target reductions in the National Waste strategy 1998/99 –2020/21 Municipal ('000 tonnes) = 4414 Industrial & commercial ('000 tonnes) = 6883 Construction & demolition ('000 tonnes) = 28 700.</p> <p><i>Additional municipal waste management facilities required by 2021</i></p> <p>Recycling & Composting Additional capacity required by 2021 (annual throughput capacity in '000 tonnes) = 134 = 2.5 facilities @ 50 000 tonnes pa capacity</p> <p>Recovery –either EfW or MRF Additional Capacity required by 2021 (annual throughput capacity in '000 tonnes) = 164 = 0.5 EfW facilities @ 300,000 tonnes pa = 3 MRFs @ 50,000 tonnes pa</p> <p>Policy WD3: Criteria for the location of WMF</p> <p>Policy M3 Minerals – the use of alternative sources of material?</p> <p>Policy EN1Energy Generation?</p>	

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
Regional Economic Strategy and Action Plan (2004 – 2010)	<ul style="list-style-type: none"> • Utilise available opportunities to ensure economic development • Find innovative solutions and create a safe, sustainable, transport system supporting the economy 	Ensure that sustainability objectives reflect these principles as appropriate
West Midlands Regional Waste Planning Strategy (Draft)	<ul style="list-style-type: none"> • The Region must play its part in delivering the targets set in the National Waste Strategy. It is proposed that the national targets are adopted for the West Midlands (See National Waste Strategy, above). • Proximity Principle • Regional Self Sufficiency and County interdependency • Take account of Waste Hierarchy and BPEO • Encourage and promote waste reduction and reuse • Encourage the use of recycled materials in new developments and redevelopments. 	Ensure that sustainability objectives reflect these principles as appropriate
West Midlands Energy Strategy Page 200	<p>The strategy wants to achieve the following</p> <ul style="list-style-type: none"> • Improved energy efficiency • Increased use of renewable energy • Business benefiting from commercial opportunities • Focused and practical delivery 	Ensure that sustainability objectives reflect these principles as appropriate
Regional Sustainable Development Framework	<p>Principals</p> <ul style="list-style-type: none"> • Putting people and the community first • A holistic view • Whole-life costing • Living within our means • The Precautionary Principle • The perpetrator pays • Embracing diversity • Valuing the environment • Consideration beyond the region <p>Objectives</p> <ul style="list-style-type: none"> • Developing thriving sustainable communities • Enhance and protect the environment 	Ensure that sustainability objectives reflect these principles and objectives as appropriate

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
	<ul style="list-style-type: none"> • Ensure prudent and efficient use of natural resources • Develop a flourishing, diverse and stable regional economy 	
England Rural Development Programme – West Midlands Region	<ul style="list-style-type: none"> • Protect & enhance the environment • Improve access and transport infrastructure • Promote & develop sustainable rural communities and businesses 	Ensure that sustainability objectives reflect these principles as appropriate
Regional Cultural Strategy – Cultural Life in the West Midlands (2001 – 2006)	<ul style="list-style-type: none"> • Ensure sustainable development • Promote cross cutting and influence other plans • Championing culture to the regional and national decision makers 	Ensure that sustainability objectives reflect these principles as appropriate
Enriching Our Region: An Environmental Manifesto for the West Midlands	<ul style="list-style-type: none"> • Reduce consumption of natural resources, creative management of waste materials and recognition of the need to recycle • West Midlands to become a leader in energy efficiency • Exploration of new economic sectors • Reclamation of derelict and disused land • Radical improvement in air quality • Recovery of threatened wildlife species, expansion of important habitats • Introduce water conservation measures 	Ensure that sustainability objectives reflect these principles as appropriate
West Midlands Counting Consumption, CO ₂ Emissions, Material Flows and Ecological Footprint of the West Midlands	A factor four increase in resource efficiency, or a 75% reduction in Ecological Footprint, by 2050 in the region. The footprint calculation can be directly effected by construction, transport, energy, waste & industry.	Objectives should address this issue
Regional Biodiversity Strategy for the West Midlands	Maintain and improve the conditions of habitats, species and ecosystems Coping with the impact of climate change	Objective relating to biodiversity and preservation of the landscape
Worcestershire County Structure Plan	Objectives of the plan include: <ul style="list-style-type: none"> • Seek a reduction in the consumption of energy and finite resources through the more efficient use of resources, recycling, the use of renewable sources and the reduction in the amount of waste produced. 	That the SA framework incorporates the land use sustainable development framework.
Local Transport Plan (Worcestershire)	The Freight Strategy seeks to ensure the efficient transportation of freight within the County, so as to support a strong local economy, but not at compromise to existing	Ensure objective relates to the efficient patterns

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA												
	or future needs of society or the environment. This is to be delivered partly through the objective of 'improving efficiencies and timing of distribution; implementing approved freight routes and interchanges where appropriate and minimising pollution and disturbance from freight movements.	of movement												
Landscape Character Assessment (Worcestershire)	Ensure that new development or land use change is informed by and sympathetic to the landscape character of the locality. Within Worcestershire there are identified 22 different landscape types	Include sustainability objectives relate to conservation of landscape quality and character												
Worcestershire Community Strategy	The most pertinent theme of the Strategy is that of providing 'a better environment for today and for our children'. Target include: <ul style="list-style-type: none"> • Increase the amount of the County's household waste recycled or composted from 13% of volume in 2001/2 to 25% of volume by 2005 	To ensure sustainability objectives relate to improving the quality of the environment for people of Worcestershire.												
Worcestershire Climate Change Strategy	Sets the target to reduce climate change causing gas emissions across the County by 10% by 2010 and 20% by 2020 and prepare land uses for adaptation to consequences of climate change.	To have an objective relating to the target of reducing climate change gas emissions.												
Joint Municipal Waste Management Strategy (Worcestershire & Herefordshire)	There are six targets: <ol style="list-style-type: none"> 1. To achieve Government Targets for recycling and composting of domestic waste by the end of 2003/4, 2005/6 and 2010/11 and 2015/16. 2. To reduce the Kg/head collected/disposed to 2001/02 levels by March 2006. 3. By march 2005 Local Authorities will provide a household or kerbside recycling collection to % of their properties as shown below <table border="0" data-bbox="510 1117 963 1324"> <tr> <td>Bromsgrove DC</td> <td>100%</td> </tr> <tr> <td>Malvern Hills DC</td> <td>100%</td> </tr> <tr> <td>Redditch BC</td> <td>92%</td> </tr> <tr> <td>Worcester City</td> <td>96%</td> </tr> <tr> <td>Wychavon DC</td> <td>94%</td> </tr> <tr> <td>Wyre Forest DC</td> <td>84%</td> </tr> </table> 4. The Local Authorities within Herefordshire and Worcestershire will continue to promote and encourage participation in the household collection of Recyclables to 	Bromsgrove DC	100%	Malvern Hills DC	100%	Redditch BC	92%	Worcester City	96%	Wychavon DC	94%	Wyre Forest DC	84%	To include an objective that covers the targets relating to reduction in waste generated and increase proportion recycled
Bromsgrove DC	100%													
Malvern Hills DC	100%													
Redditch BC	92%													
Worcester City	96%													
Wychavon DC	94%													
Wyre Forest DC	84%													

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
	<p>achieve 75% active participation by 2006.</p> <p>5. A minimums of 50% of all waste deposited at Household Waste Sites will be recycled/Composted by 2005/6 and 55% by 2011.</p> <p>6. By 2015 or earlier if practicable, a minimum of 33% of waste to be recycled and/or composted with a maximum of 22% to be landfilled as per the BPEO for Herefordshire and Worcestershire.</p>	
AONB Management Plans (Cotswold & Malvern Hills, Wye Valley)	For AONBs the central aim is the conservation and protection of the landscape. Each AONB has former quarries, which could be used to dispose of waste.	Include sustainability objectives that relate to landscape quality and character
Minerals Local Plan	Hard rock quarries are identified as a potential source for waste disposal, which in turn can aid restoration to former land levels. However only one site remains in operation and other sites have a restoration scheme already in place.	To include an objective relating to reuse of previously developed land.
Economic Strategy	The vision for 2014 is for Worcestershire to be an economic driver for the region – with a prosperous and sustainable economy, driven by technology-led enterprises, offering well-paid and highly skilled jobs and a high quality of life for its residents.	Objective relating to the creation of employment opportunities and economic growth
Worcestershire Biodiversity Action Plan	Contains details of 19 priority habitats and 20 species occurring in the County with typically five year plans for action.	Objective relating to biodiversity and preservation of the landscape
Worcestershire County Council Statement of Community Involvement	There will be a genuine opportunity for all members of the community to have a stake in the decisions that will influence minerals and waste planning within Worcestershire	Scope of consultation process
Worcestershire County Council Waste Core Strategy	Sets out the strategic framework to deliver the waste management facilities needed in the County	Objective relating to waste
Building on Success – Worcestershire County Council Corporate Plan (2005 – 2009)	<p>Vision – A county with safe, cohesive, healthy and inclusive communities, a strong and diverse economy and a valued and cherished environment.</p> <p>Priorities – Improving community safety. Raising standards in schools. Improve highways, footways and transport services. Supporting older people to live independent lives. Strengthening Worcestershire’s economy. Enhancing services for young people.</p>	Ensure that sustainability objectives reflect these principles as appropriate

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
	Aims – To provide an effective voice for the people of Worcestershire. To ensure efficient delivery of cost effective services. To listen to, learn from and communicate with all communities. To be a good employer.	
Worcestershire Local Area Agreements (LAA)	Reduce waste and increase recycling. To reduce the impact of traffic congestion upon Worcestershire	Objective relating to waste Objective relating to transport
Herefordshire Community Strategy	Five Guiding Principles <ul style="list-style-type: none"> • Realise the potential of Herefordshire, its people and communities • Integrate sustainability into all actions • Ensure an equal and inclusive society • Protect and improve Herefordshire’s environment • Build on the achievements of partnership working and ensure continual improvement 	To ensure sustainability objectives relate to improving the quality of the environment for people of Herefordshire.
Herefordshire Cultural Strategy	<ul style="list-style-type: none"> • Improve health for all, provide education and training for all ages • Encourage communities to shape their own future • Protect and enhance Herefordshires environment • Develop an integrated transport system • Support business growth 	To ensure sustainability objectives relate to improving the quality of the environment for people of Herefordshire.
Herefordshire Council Corporate Plan 2005 - 2008	<ul style="list-style-type: none"> • Protect the environment, recycle more, reduce carbon emissions • Improve transport and road safety • Sustain vibrant and prosperous communities with customer focused services • Promote diversity and community harmony 	Ensure that issues are addressed through objectives.
Herefordshire Economic Development Strategy 2005 - 2025	Increase economic development within Herefordshire, attract sustainable high value sectors, enhance community, enhance community based training, improve road investment and reduce congestion.	Objective relating to the creation of employment opportunities and economic growth
Herefordshire Council Corporate Environmental Strategy 2005 - 2011	<ul style="list-style-type: none"> • Make efficient use of natural resources, prevent pollution and minimise environmental risks • Reduce waste, increase recycling, ensure that the disposal of waste is done in a manner that reduces its impact on the environment 	Ensure that sustainability objectives reflect these principles as appropriate

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
	<ul style="list-style-type: none"> • Reduce Carbon emissions • Protect natural habitats and species • Promote the benefits of healthy living and community well being through the environment 	
Herefordshire Partnership Climate Change Strategy 2005/06 – 2011/12	Reduce CO ₂ emissions from council controlled activities by 1.25% per year by 2012. Secure 100% renewable electricity for operational Council properties	Objective relating to the target of reducing climate change gas emissions.
Herefordshire Biodiversity Action Plan	Protect and enhance the biodiversity on Council owned land Improve the condition of Council owned SSSI's	Ensure that issues are addressed through objectives.
Herefordshire Local transport Plan	<ul style="list-style-type: none"> • Increased use of sustainable transport • Reduce congestion • Safer Roads • Better air quality 	Objectives relating to the provision of a sustainable transport system
Herefordshire Carbon Management Plan 2005/06 – 2011/12	Achieve a 12.5% reduction on the 2002 base-line by 2012 and a total of 20% reduction by 2020 Projected emissions from waste management to drop to around 25% of 1990 levels by 2020 Minimum of 10% of electricity to be sourced from renewables by March 2008	Objective relating to the target of reducing climate change gas emissions
Herefordshire Unitary Development Plan 1996 - 2011	Contribute to sustainable development by development of land use policies and proposals	Ensure a balanced approach is taken to new development to ensure sustainability principles are met
Herefordshire Local Area Agreement	Household waste – reduce landfill Reduce traffic volumes on Herefordshires roads	Objective relating to waste Objective relating to transport
West Mercia Constabulary 3 Year Strategic Plan and Joint Policing Plan 2006/07	The Four Better Outcomes: <ul style="list-style-type: none"> • Reassurance • Reduced Crime, increased detections and more offences brought to justice • Reduced disorder and anti-social behaviour 	Ensure that issues are addressed through objectives.

Document	Key objectives / targets / guidance relevant to the plan and SA	Implications for SA
The Social Enterprise Strategy for Herefordshire & Worcestershire 2005-07	<ul style="list-style-type: none"> • Reduced road casualties • Form a sustainable social economy • Increase access to local services • Enable access to quality employment 	Ensure that issues are addressed through objectives.

Appendix 4 - Issues for the Sustainability Appraisal

Key: ! ! = high ! = low o = neutral

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
Waste	N	✓✓	✓✓	Household waste accounts for approximately one third of the waste stream, although 59% of the waste is disposed to landfill in Worcestershire and 73% in Herefordshire; industrial and commercial waste accounting for the remaining material where 64% and 27% was either recycled or reused respectively. At the current rate of input there exists less than 12 years capacity at the landfill site used to dispose of household waste in Herefordshire & Worcestershire.	<p>Figures for generation and disposal of each waste stream within each district.</p> <p>Waste production per capita/yr</p> <p>Waste production per household</p> <p>Location of waste management facilities</p>
Climate Change	Y	✓✓	✓✓	<p>Climate change is probably the most significant environmental challenge facing us. Most scientists now agree that the increased rate of change that we are now experiencing is due to human activities.</p> <p>The extremity of change is expected to depend on future levels of emissions of greenhouse gasses. The more we do now to reduce emissions, the less extreme the expected impact. The climate is expected to change in several ways; predictions include:</p> <ul style="list-style-type: none"> • An increase in average maximum temperature of up to 4.5C by the 2080s • More frequent very hot summers and less frequent very cold winters. 	<p>Emissions of greenhouse gases produced in the County</p> <p>Incidences of floods or disruptions to travels caused by extreme weather.</p> <p>Properties at risk from flooding</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				<ul style="list-style-type: none"> • Summer rainfall to decrease by up to 12% by 2020s and up to 50% by 2080s. • Winter rainfall to increase by up to 23% by 2080s. • More short duration extreme weather events such as storms and floods (The area is particularly vulnerable to flooding). <p>There should be a 10% reduction in gas emissions that cause climate change by 2010 and 20% by 2020. Methane from landfill is 23 times more potent than CO₂. Emissions are also produced by the incineration and transportation of waste.</p>	
Transport		✓✓	✓✓	<p>Transport is responsible for 27% of Carbon Dioxide emissions in Worcestershire and 33% in Herefordshire, these figures are above both the regional and national average. Limited crossing points across the River Severn and Wye have resulted in congestion being focussed on a few key parts of the Counties road network.</p> <p>The movement of freight within and across the two counties is a significant local issue.</p> <p>Any major waste management facility will be served by a significant number of heavy goods vehicles. Unless consideration is given to their positioning relative to the wider road network this could potentially lead to congestion, traffic associated air pollution and impacting on the amenity of local residents.</p>	<p>Traffic modelling/forecasts</p> <p>HGV Journeys</p> <p>Modal split</p> <p>Road congestion</p> <p>Peak/non peak traffic speed.</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				<p>Waste collected by refuse lorries can be compacted into larger quantities at Waste Transfer Stations (WTS) before final transportation on to disposal facilities. This reduces the number of journeys needed to dispose of waste. Therefore reducing traffic congestion and carbon dioxide emissions.</p> <p>Household Waste Sites have the potential to attract larger numbers of people by car or van. Better access to doorstep recycling will mean fewer car trips to household waste sites, thus fewer cars and vans on the road, reducing congestion and carbon dioxide emissions.</p> <p>The proximity principal calls for waste to be treated as close to its source of production as is practically possible.</p>	
Prosperity for all		✓✓	✓✓	<p>The vision for Worcestershire set out by the Economic Strategy 2004 is that: <i>“In ten years time, Worcestershire will be an economic driver for the region – with a prosperous and sustainable economy, driven by technology-led enterprises, offering well paid and highly skilled jobs and a high quality of life for its residents”</i>. This is set against a background in which the Gross Value Added (GVA) per head of population was estimated to be £14,528 in 2004. GVA per head grew within the County by 13.9% between 2002-2004 and per head by 12.6%, a rate of growth outstripping the regional and UK average. However, GVA per head still remains lower than the regional average and significantly lower than the UK average. The major employment sectors within Worcestershire are Retail & Wholesale Trade & Repair, Real Estate & Renting &</p>	<p>Average earnings Employment levels</p> <p>No. of people trained in field over time period</p> <p><i>% increase or decrease in the total number of vat registered business in the area.</i></p> <p><i>GVA per capital</i> <i>GVA per worker</i> <i>% of people employed in different employment</i></p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				<p>Business Activities and Manufacturing.</p> <p>Herefordshire has a relatively fragile economy and must improve its performance if it is to deliver higher incomes and tackle issues of isolation and social exclusion. Growth in GVA has failed to keep up with that for the West Midlands or England. Key objectives are to establish and promote Herefordshire as the leading county for knowledge and education in sustainable development practices, and to incorporate this knowledge into local policy and business support. Manufacturing industries in Herefordshire employ a larger share of the workforce than is the case nationally. The county is weak in the private sector services and knowledge based industries areas and the growth of these businesses will be encouraged</p> <p>Objective 2 area in north west of Worcestershire, 61 wards in Herefordshire</p>	types.
Participation by all/ responsibility		✓✓	✓✓	<p>People/communities should have the opportunity to participate in and contribute to the decisions that effect their neighbourhood and quality of life. Encouraging communities to become involved in the decisions that affect them gives them a sense of community empowerment and ownership. They should shape their future by not only seeking early involvement in issues that affect them, but by also taking responsibility for their actions. For example reducing the amount of waste they produce, increase the amount they reuse, recycle and participating in the planning process.</p>	<p>Response rates to county council consultation events</p> <p>Percentage of kerbside recycling provided for residents of Herefordshire and Worcestershire.</p> <p>Amounts of recycled waste collected from residents' homes and Household</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				<p>One of the aims of both Herefordshire Council and Worcestershire County Council is to provide a voice for the people of the region.</p> <p>41% of Worcestershire residents feel very or fairly well informed about the services and benefits the County Council provides. There is a direct correlation between how well informed people feel and how satisfied they are with the Council. Just 33% of respondents who don't feel well informed are satisfied with the Council, compared to 67% of those who do feel well informed. (BVPI General Satisfaction Survey 06/07).</p> <p>Overall in 2006, 45% of residents felt Herefordshire Council well informed (both very well and fairly well) about the services and benefits it provides.</p>	Waste Sites.
Technology, Innovation & inward investment		✓✓	✓✓	<p>Technology led enterprises are seen as being the key drivers in delivering sustainable economic growth as demonstrated in part by the development of the Central Technology Belt linking Birmingham with Malvern. Coupled with technology advances is investment. Total investment in Worcestershire is projected to increase by 2.4% per annum between 2004 and 2010 (compared to 2.3% in the West Midlands and 3.1% in the UK), and by 2.3% per annum between 2010 and 2015 (compared to 2.2% in the West Midlands and 2.6% in the UK). The recent legislative requirements relating to the diversion of waste away from landfill are likely to rely on innovation and investment in environmental technologies.</p> <p>Herefordshire has entered a period of high investment in employment infrastructure, focused on the Edgar Street Grid in</p>	<i>Business Formation and Survival Rates</i> <i>% Increase or decrease in the total number of VAT registered business in the area.</i>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				Hereford and business parks around the county. Investment will exceed £100M from 2007 to 2017.	
Energy generation & use		✓	✓✓	Energy generation is associated with major environmental problems in both a global and local sense. As fossil fuels become more finite and the demand for energy increases the need to find more environmentally sensitive sources of energy, coupled with energy conservation, increases. A number of potential sources of renewable energy that could supply local or regional needs exist within the two counties, including energy from waste, which may play a key element towards contributing towards national targets.	<p>Emissions of greenhouse gases from energy consumption.</p> <p>Energy consumption per person/per household.</p> <p>% of electricity generated from renewable energy sources and CHP.</p> <p>No of renewable energy generating sites</p> <p>Energy consumption per building and per occupant.</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste		SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
			County	Waste		
Natural Resources	Air	Y	✓	✓	Air pollution is the cause of many health issues as well as a considerable environmental repercussions associated with poor air quality and which may not only affect the immediate vicinity but may also travel long distances in the atmosphere. The principal pollutants in the two counties are from: sulphur dioxide; carbon monoxide, ozone, benzene, particulate matter, nitrogen dioxide, hydrocarbons, lead, acid rain, 1,3 – butadiene and toxic organic micro pollutants. The major threat to air quality is the pollutants associated with traffic emissions, particularly within our urban areas and alongside the M5 motorway. It is still unclear as to the extent and impacts of the atmospheric pollutants from each of the waste disposal options although methane from landfill sites is a recognised significant contributor to air pollution and climate change.	Smog index Air management zones in Herefordshire & Worcestershire Numbers of days of air pollution Achievement of emissions limits values. Number of people living in an Air Quality Management Area. Background levels of main air quality pollutants. Number of poor air quality days. Existing levels of major pollutants in the two Counties
Water		Y	✓✓	✓	Water is a precious natural resource and its sustainable management is essential to protect the water environment and to meet current and future demand. This includes groundwater,	Quality (biology and chemistry) of rivers canals and freshwater bodies.

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				<p>rivers and bodies of standing water.</p> <p>The Water Framework Directive will establish river basin district structures within which demanding environmental objectives will be set and are expected to be achieved by 2015. Potential polluting sources within the basin structures will be identified.</p> <p><i>Relatively high concentrations of contaminants may arise from waste plants but would be very localised to the facilities and if managed properly are unlikely to cause significant harm.</i></p>	<p>River lengths of good or fair chemical quality.</p> <p>River lengths of good of fair biological quality.</p> <p>Incidents of major and significant water pollution.</p> <p>Groundwater quality and quantity (Groundwater Source protection Zones?).</p> <p>Water use and availability Quality as well as drinking water quality.</p> <p>Water consumption per capita</p>
Soil	Y	✓	✓	<p><i>Agricultural activity is seen as a major contributor to impacting upon soil quality. Erosion and degradation of the soil resource depends on the soil type. A secondary effect of soil erosion is siltation of water resources (see above).</i></p> <p>Soil can also absorb pollution, which may go undetected for many years. Despite the critical importance of soil we still know relatively little about soil quality issues. The effect of the application of industrial waste to land and resultant effect on</p>	<p>Waste disposed of in landfill</p> <p>Agriculture land classification</p> <p>Vacant derelict land</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				soil quality has very little data. Interesting to note that option of composting waste may serve to benefit soil quality.	Incidences of pollution Amount of contaminated land in the two counties
Minerals		✓	✓	Quarries provide potential sites for waste stations.	Year's supply of minerals occurring in the two counties.
Access		✓✓	✓	<p>People should have equal access to services and facilities, regardless of location, income, lifestyle or background. Access to services is a key issue for people living in the Herefordshire & Worcestershire, particularly those living in rural areas. Accessibility is hampered in many areas due to poor bus service levels.</p> <p>Nearly 40% of areas in Worcestershire are ranked within the top 20% most deprived areas nationally in terms of the geographical distance to basic services. 45 areas have a ranking within the top 5%. Eight areas in the County have been ranked as in the top 1% of the most deprived areas in England with regard to access to services.</p> <p>Over 60% of areas (Super Output Areas) in Herefordshire are within the 20% most deprived nationally in terms of the geographical distance to services sub-domain of the 2004 Index of Multiple Deprivation</p> <p>People should have access to door step/ kerbside recycling, bring sites and local Household Waste Sites.</p>	<p>The distribution of community services and facilities.</p> <p>Distance of households from key services</p> <p>Perceived access to services.</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				Access to skills/development/employment in waste sector.	
Landscape	Y	✓✓	✓	<p>The protection, enhancement and where necessary the restoration of landscapes and townscapes, local distinctiveness, historic and cultural character and scenic value.</p> <p>Within in the two counties there are three AONBs, the Cotswolds and Malvern Hills and the Wye Valley, that are of national importance and areas designated as Areas of Great Landscape Value which are of regional importance.</p> <p>The scale of visual intrusion of different waste management facilities will depend on the type and size of the facility proposed. Generally small waste management sites are unlikely to cause significant visual intrusion, especially if new facilities can be located within and in conjunction with existing agricultural or light industrial units. Large waste management facilities have the potential to have a dramatic impact on the landscape. Where possible they should be situated on industrial estates and within industrial units.</p>	<p>% of land designated as an AONB or AGLV.</p> <p>Condition of landscape</p>
Biodiversity	Y	✓✓	✓	<p>The two counties are host to much flora and fauna of national importance. However, some species have become extinct. Halting this loss of native species and their natural habitats is the purpose of county-based Biodiversity Action Plans(BAPs). BAPs prioritise species and habitats that require action on account of their threatened status. Loss and degradation of</p>	<p>Achievement of Biodiversity Action Plan targets.</p> <p>Condition of SSSI Area of BAP priority</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				habitat is a key threat. The latter may arise from the accumulation of other effects, which if at all is where waste facilities are most likely to cause harm to biodiversity interest	habitats Priority BAP species population levels What Biodiversity Action Plan (BAP) habitats are present within the two counties and location
Flora & Fauna	Y	✓✓	✓	The County is host to much flora and fauna of national importance and protected by national and European law.	Number and condition of SSSI's Number of protected/threatened species occurring in the two counties Protected species licences issued Which habitats are locally, regionally and nationally important and the condition
Health	Y	✓	✓	The health of Herefordshire & Worcestershire residents is significantly better than the English average for: life expectancy (male & female), death from heart disease, smoking and cancer. Herefordshire residents are also significantly better than the English average on Binge Drinking and Healthy	Health deprivation indices Disease incident reports by location

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				<p>Eating. Worcestershire residents are better than the average in Alcohol related hospital stays, drug misuse treatments and children's tooth decay.</p> <p>Both counties are worse than the English average for people with diabetes.</p> <p>Herefordshire Residents are significantly worse than the English average for obese adults, drug misuse treatments and children's tooth decay. Worcestershire residents for mental health treatment.</p> <p>Connection to waste – , air, dust, odour and noise but long term effects unproven - perceptions</p>	<p>Index of deprivation - % of pop in good health</p> <p>Life expectancy</p> <p>The patterns/levels of allergy related illness including asthma</p>
Provision of housing		✓	✓	<p>This covers housing need; provision of affordable housing and housing types.</p> <p>The average house price in Herefordshire in September 2007 was £220,044, and in Worcestershire it was £210,458, Source (HM Land Registry). The average income for the region was £33,819. This means that the average house price was over six times the average income, which is beyond the spending capacity of individuals on standard mortgage lending terms.</p> <p>More households lead to increases in waste, plus construction and demolition waste from house building.</p>	<p>Provision of affordable housing</p> <p>Proportion of average salary/average house prices</p> <p>Population characteristics of Herefordshire & Worcestershire, its geographic density and how has it changed over time</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste		SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
			County	Waste		
Population	Learning and skills	Y	✓	✓	<p>Learning continues throughout life enhancing our skills and knowledge base. There is a lack of higher-level skills within some sectors of the local economy along with a drain of skilled young people to outside of the County.</p> <p>With regard to education there are 18 areas within the top 5% most deprived areas nationally, 32 areas within the top 10% and 53 in the top 20%.</p> <p>As new waste technologies develop there will be a need to secure and retain skilled operators as well as a wider role in educating the community on their responsibilities in relation to sustainable lifestyles.</p> <p>Herefordshire performs well at GCSE level, however there is limited higher education provision in the county.</p> <p>11% of Herefordshire's SOAs are within the top 20% deprived nationally in terms of the Education, Skills and Training domain</p>	<p>Workforce profile – skills and qualifications</p> <p>Skills shortages</p> <p>Occupations</p> <p>Attendance participation on related courses at Centres of Vocational Excellence (CoVEs)</p>
Cultural Heritage, Built Design and Archaeology		Y	✓✓	0	<p>Over 19,000 known archaeological sites are currently recorded on the Worcestershire Counties Sites and Monuments record, over 20,000 are recorded on the Herefordshire Sites & Monument Record. Of these sites,</p> <p>443 (262 + 181) have been designated as Scheduled Ancient Monuments.</p> <p>211 (64 + 147) Conservation Areas, two Registered Battlefield and one area of archaeological importance.</p> <p>The siting of waste management facilities is a key concern where it could impact on the setting and in-situ conservation of</p>	<p>Number of buildings within the two counties recorded as being “at risk” on District Building at Risk Registers</p> <p>Number, percentage or area of historic assets affected by waste related development</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste	SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
		County	Waste		
				buildings of architectural or historic interests or archaeological sites.	
Material assets (including land use and local amenity)	Y	✓	0	<p>In the sense of considering those things, which are 'materially valued', land and property, values give an appreciation of financial worth. Across the whole of Worcestershire property values stood at an average of £210,458 and £220,044 in Herefordshire against a regional average of £173,941. Average house prices in Herefordshire & Worcestershire in 2007 were significantly greater than the regional average. Worcestershire remains a popular place to buy a house due to the close proximity to the M5 and rail and access links. High demand and increasing property prices have meant it first time buyers are finding it hard to get on the property ladder.</p> <p>The Government is committed to preferring the development of land within urban areas, particularly on previously developed sites, provided that it creates or maintains a good living environment, before considering the development of Greenfield sites. Making the best possible use of previously developed land and existing buildings will contribute to the regeneration of urban areas, by reusing derelict and disused sites; it will avoid contaminated land, derelict land, development in the flood plain-properties at risk. Worcestershire is potentially affected by flooding from the rivers Severn, Teme, Avon and Stour and Herefordshire from the Wye.</p> <p>Local amenity is considered here in terms of the ambient levels of noise, dust, light and odour.</p>	<p>Average property price compared with average earnings.</p> <p>New homes built on previously developed land.</p> <p>Amounts of derelict and contaminated land in the two counties.</p> <p>Land covered by restoration and aftercare conditions</p> <p>Properties at risk from flood</p>

Issues Of importance to Herefordshire & Worcestershire. Ranked in order of significance for waste		SEA topic	Significance for the:		Justification	Potential Baseline data (to inform the identification of indicators)
			County	Waste		
					Although very localised around waste facilities where levels exceed the ambient levels they can become nuisance issues at best which can lead to significant public complaints and concerns relating to residential amenity.	Areas affected by high levels of ambient light pollution Tranquillity Maps
Population	Anti social behaviour & crime litter, graffiti		✓	0	Crime statistics show that Herefordshire & Worcestershire are comparatively safe places to live. However there pervades a fear of crime within our communities. Littering, vandalism, graffiti and other anti social activities have a cumulative negative impact on quality of life. If not controlled litter for example can be a significant issue at waste management facilities.	Recorded crimes per 1,000 population Fear of crime surveys. Incidences of fly tipping, littering, vandalism etc.

Appendix 5

<i>Sustainability Issue: Waste</i>																																											
<i>Characteristics</i>																																											
<p>In 2006-07 378,607 (90774+ 287833) tonnes of household waste was collected in Herefordshire & Worcestershire, this equates to approximately 30% of the total waste stream in the two counties, the remaining material originating from industrial and commercial operations.</p> <table border="1"> <thead> <tr> <th></th> <th>Reuse / Recycle (%)</th> <th>Composted (%)</th> <th>Energy from Waste (%)</th> <th>Landfill (%)</th> <th>Tonnage ('000)</th> </tr> </thead> <tbody> <tr> <td>Herefordshire</td> <td>18.59</td> <td>7.33</td> <td>1.31</td> <td>72.72</td> <td>91</td> </tr> <tr> <td>Worcestershire</td> <td>22.50</td> <td>9.78</td> <td>8.98</td> <td>59.03</td> <td>288</td> </tr> </tbody> </table> <p>It is estimated that the landfill site currently used to dispose of municipal waste collected in Herefordshire and Worcestershire has 12 years of capacity remaining.</p> <p>Commercial & Industrial Waste Herefordshire & Worcestershire 2002/03 http://www.environment-agency.gov.uk/commondata/103601/wm_ci_waste_2003_1323858.xls</p> <table border="1"> <thead> <tr> <th></th> <th>Landfill (%)</th> <th>Reuse / Recycle (%)</th> <th>Thermal Treatment (%)</th> <th>Not Recorded (%)</th> <th>Tonnage ('000)</th> </tr> </thead> <tbody> <tr> <td>Industrial</td> <td>3</td> <td>53</td> <td>7</td> <td>2</td> <td>518</td> </tr> <tr> <td>Commercial</td> <td>62</td> <td>33</td> <td>5</td> <td>0</td> <td>397</td> </tr> </tbody> </table>							Reuse / Recycle (%)	Composted (%)	Energy from Waste (%)	Landfill (%)	Tonnage ('000)	Herefordshire	18.59	7.33	1.31	72.72	91	Worcestershire	22.50	9.78	8.98	59.03	288		Landfill (%)	Reuse / Recycle (%)	Thermal Treatment (%)	Not Recorded (%)	Tonnage ('000)	Industrial	3	53	7	2	518	Commercial	62	33	5	0	397	<p><i>Likely evolution of baseline without implementation of the JMWMS</i></p> <p>There will remain a reliance on landfill, Depositing waste at landfill will become increasingly more expensive, this will mean higher costs, which in turn could lead to higher council tax.</p> <p>The market will lead waste disposal not the Local Authority.</p> <p>Increase in the growth levels of waste production across all waste streams.</p> <p>No opportunity to promote waste as a resource.</p>	<p><i>Potential opportunities for the JMWMS to positively affect the data</i></p> <p>Opportunity to reduce the amount of waste being land filled.</p> <p>Opportunity to slow down the amount of waste that is being produced, through waste minimisation – education/awareness</p>
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Sustainability Issue: Climate Change																							
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>																					
<p>Carbon Dioxide Emissions An estimated 7 million tonnes of CO₂ added to the atmosphere from sources within Herefordshire & Worcestershire as follows:</p> <table border="1" data-bbox="107 480 560 799"> <thead> <tr> <th></th> <th>Heref</th> <th>Worc</th> </tr> </thead> <tbody> <tr> <td>Domestic</td> <td>30%</td> <td>23%</td> </tr> <tr> <td>Commercial / Industrial</td> <td>28%</td> <td>47%</td> </tr> <tr> <td>Transport</td> <td>33%</td> <td>27%</td> </tr> <tr> <td>Waste</td> <td>0%</td> <td>3%</td> </tr> <tr> <td>Land use Change</td> <td>9%</td> <td>0%</td> </tr> <tr> <td>Tonnage ('000)</td> <td>1600</td> <td>5400</td> </tr> </tbody> </table> <p>Regions Climatic Norms 1961-1990 av) Mean max temperature 13.4°C Mean min temp 4.9°C Mean annual rainfall 669mm</p> <p>Predicted changes in climate <i>2020 Temperature</i> Winter max +1.8°C Summer Max +1.4°C <i>2020 Precipitation</i> Winter + 5% Summer -12% <i>2080 Temperature</i> Winter max +1.9 - 3.2°C Summer Max +3.6 - 6.1°C <i>2080 Precipitation</i> Winter +13 - 22%</p>		Heref	Worc	Domestic	30%	23%	Commercial / Industrial	28%	47%	Transport	33%	27%	Waste	0%	3%	Land use Change	9%	0%	Tonnage ('000)	1600	5400	<p>Mitigation of Climate Change If nothing is done to prevent an increase in amount of waste produced and if waste is not managed appropriately there will be an increase in CO₂ emissions attributable to Herefordshire & Worcestershire's waste (including methane).</p> <p>These emissions will contribute towards increased magnitude of the effects of climatic change.</p> <p>Adaptation to Climate Change If the JMWMS does not take predicted climate change into account, flooding, health and safety problems could occur or be exacerbated.</p> <p>e.g. increased risk of pests & disease associated with waste collection & disposal, increased fire, subsidence & instability risk on landfill.</p>	<p>Mitigation of Climate Change</p> <ul style="list-style-type: none"> Promote waste minimisation (reduce, reuse, recycle) Encourage awareness raising & education activities on waste minimisation (including the link between climate change & waste) Collection & combustion of landfill gas for energy Divert waste from landfill Encourage Biodigestion and composting of organic waste Encourage use of waste as a resource Minimise transport of waste <p>Adaptation to Climate Change Factor any predicted climate change effects into Waste Planning e.g.</p> <ul style="list-style-type: none"> Consider need to increase frequency of summer waste collections Consider need for increased pest control at waste collection, treatment & disposal points Ensure condition of landfill sites are monitored & design of future sites takes climate change into account <p>Factor in the impact of future climate change on all sustainability issues listed in the SEA.</p> <p>Waste can be diverted from landfill, which will reduce the amounts of methane being produced.</p>
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Page 23

Summer – 29 - 48%

Likely to be increased incidences of intense rainfall, drought & heat waves in the future leading to increased risk of flooding, subsidence, water shortages, outdoor fires

7.7% of Herefordshire (167 sq.km) and 8.0% of Worcestershire (139 sq.km) fall within a Floodzone 1 Area (1 in 100 year return period)

The Vale of Evesham is among the driest areas of England and Wales. Other areas within the two counties may also potentially be affected by water shortages in the future.

<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>The limited number of crossings is a key cause of congestion in Worcester with 77,000 movements across the City Centre Worcester Bridge and the A440 Carrington Bridge each day. The most problematic congestion points in the County have been determined as: east-west river crossing movements in Worcester, A456 Kidderminster Ring Road, A38 Bromsgrove-M42 junction 7 and A4184 Evesham Town Centre.</p> <ul style="list-style-type: none"> • Roads are far safer now than in 1990s • Worcestershire's roads are generally in good condition and improving further • There is relatively little traffic congestion on the County's road network • Vulnerability to problems with bridges exacerbated by previous lack of investment in maintenance • Poor access to national rail services and poor reliability on local rail services • Potential key rights of way are sometimes unsuitable to provide access for all to the local services that they link to • Currently no major rail freight facilities located within Worcestershire <p>Hereford suffers from limited river crossings and the absence of a</p>	<p>Potential inappropriate use of road network.</p> <p>Congestion in and around waste disposal sites.</p>	<p>Use of other methods to transport waste, such as by rail or water.</p> <p>Reduce congestion in and around Household Waste Site through design.</p>

bypass. During the peaks approximately one-third of vehicle travelling time is spent in congestion. Greyfriars Bridge records an average daily flow of 42,500 vehicles.

In Hereford and Leominster 2 Air Quality Management Areas have been declared, one along the A49 in central Hereford and one in Bargates in Leominster.

However, due the rural nature of Herefordshire and the limited increases in recorded traffic flows, congestion is not an issue for the majority of the county outside the areas referred to above.

<i>Sustainability Issue: Growth with prosperity for all</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>The efficiency of Herefordshire & Worcestershire's labour market when analysed in terms of economic activity rates (calculated as a percentage of working age population in employment) appears better in relative terms than both the West Midlands and England.</p> <p>The employment rate for Herefordshire & Worcestershire (total, male and female working age population) is higher than the regional and national averages. Further analysis at district level reveals Bromsgrove & Malvern Hills have the highest employment rate in Worcestershire (98.3%) and Worcester City the lowest (96.9%, Jan 2007) comparatively Herefordshire has an employment rate of 98.5% (April 2007) against a Regional figure of 95.5% and a National figure of 96.6%.</p>	<p>Minimal impact.</p>	<p>Jobs created through the treatment of waste.</p>

<i>Sustainability Issue: Participation by all</i>																		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>																
<p>One of the aims of Herefordshire Council & Worcestershire County Council is to provide a voice for the people of the two counties.</p> <p>41% of Worcestershire residents feel very or fairly well informed about the services and benefits the County Council provides.</p> <p>There is a direct correlation between how well informed people feel and how satisfied they are with Herefordshire Council. Just 33% of respondents who don't feel well informed are satisfied with the Council, compared to 67% of those who do feel well informed. (BVPI General Satisfaction Survey 06/07) for Herefordshire</p> <p>Provision of Kerbside Recycling Collection</p> <table border="1"> <thead> <tr> <th></th> <th>Coverage 2006/07</th> </tr> </thead> <tbody> <tr> <td>Herefordshire</td> <td>69.36%</td> </tr> <tr> <td>Bromsgrove DC</td> <td>93.44%</td> </tr> <tr> <td>Malvern Hills</td> <td>100%</td> </tr> <tr> <td>Redditch BC</td> <td>94.38%</td> </tr> <tr> <td>Worcester City</td> <td>95.19%</td> </tr> <tr> <td>Wychavon DC</td> <td>93.46%</td> </tr> <tr> <td>Wyre Forest DC</td> <td>96.19%</td> </tr> </tbody> </table>		Coverage 2006/07	Herefordshire	69.36%	Bromsgrove DC	93.44%	Malvern Hills	100%	Redditch BC	94.38%	Worcester City	95.19%	Wychavon DC	93.46%	Wyre Forest DC	96.19%	<p>Lessens the opportunity for promoting waste minimisation</p>	<p>Through SCI the review of the JMWMS will allow for continuous community engagement. Which will mean the percentage rate of those who feel satisfied with the councils services through being kept informed will either remain the same or will rise.</p> <p>Help strengthen participation rates of kerbside recycling.</p>
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<i>Sustainability Issue: Technology, innovations and inward investment</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>The business base of Worcestershire is highly concentrated towards i) hotels, restaurants and distribution and ii) banking, finance and insurance. The two sectors account for a total of 58% of the county's businesses. Employment concentration in distribution, hotels and restaurants type activity is high in Worcestershire at 27% and 30% in Herefordshire, but a much lesser proportion of the local workforce is employed in banking, finance and insurance, highlighting the precedence of small scale firms in the county's banking and services sector. Public administration, health & education also play an important part in the employment structure with over 25% of jobs in Herefordshire falling within this category. Employment in the agricultural sector is also significantly higher in Herefordshire than the regional average at 6%</p> <p>In most respects the employment profile of Worcestershire is similar to that of the West Midlands region, with a very high concentration in distribution industries, public administration education and health and the manufacturing sector.</p>	<p>Policy promotion to develop a resource park will not occur, as there would be no framework in place to promote it. Inward investment with regards to waste may not be attracted if there is no JMWMS in place.</p>	<p>Will provide opportunities to encourage innovative technologies with regard to waste disposal into the two counties</p> <p>Will lead to job creation in the manufacturing sector, with regard to Resource Parks and seeing waste as resource.</p>

<i>Sustainability Issue: Energy generation and use</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>There are a number of industrial and commercial installations in Worcestershire employing wind turbines, combustion of waste materials, biogas and clean biomass but the amount of energy generated is unlikely to currently exceed 10MWe. The largest installations remain those associated with landfill gas generation including at Throckmorton (2MWe) and sites belonging to Biffa & Cleanaway. Feasibility studies are currently being conducted that will increase current installations by approx 25MWe and 80MWt: the first of these plants generating 2.5Mwe and 8MWt is currently awaiting a planning consent. Recent permissions have been granted to begin investigations into hydro-electric schemes for the River Severn</p> <p>New plans for biomass power stations and AD plants will likely result in Worcestershire generating a higher percentage of renewable energy dependent upon progress made in other areas (Staffs now has a 2.5MWe biomass power station). Many micro / mini renewables installations now exist (commercial & domestic) but it is extremely difficult to quantify the total output from these installations. In Herefordshire in 2006/07 planning permission was granted for a biomass</p>	<p>Amount of energy used in Herefordshire & Worcestershire is likely to increase, especially use of fossil fuels.</p> <p>It is likely that opportunities to produce energy from waste will be lost</p> <p>Waste collection & disposal may not be energy efficient</p> <p>It is likely that opportunities to use renewable energy to power waste collection vehicles, recycling & disposal could be lost</p> <p>Amount of waste produced may not be reduced. (Waste reduction is the most energy efficient method of managing waste)</p>	<p>Encourage production of energy from waste e.g. production of biogas, production of biodiesel from waste vegetable oil, electricity generation.</p> <p>Encourage reduction of transport of waste</p> <p>Encourage energy efficiency in facilities and methods used to collect, recycle and dispose of waste</p> <p>Encourage waste reduction as the most energy efficient method of managing waste. (Encourage awareness raising & education activities on this)</p>

power plant with a throughput of 90,000 tonnes pa of woodchip. 5 small- scale wind &/or solar developments were also approved		
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<i>Sustainability Issue: Landscape</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>The landscape character assessments for Herefordshire & Worcestershire both identify and describe 22 different landscape types that occur in each County.</p> <p>Three areas within Herefordshire & Worcestershire are designated as Areas of Outstanding Natural Beauty (AONBs), due to their recognised high landscape interest. These are the Costwolds, the Malvern Hills and the Wye Valley.</p> <p>Additional headline data sets which would be relevant would be:</p> <ul style="list-style-type: none"> i. the visual quality of the landscape ii. tranquillity of the landscape 	<p>The different landscape types are a defined result from a process of assessment, based upon physical factors and cultural evolution. The number of landscapes types and their extent will not change as a result of the JMWMS, or indeed any other strategy or policy document for which an SEA or SA is required. Similarly, the number of AONB's within the county, and their extent, are not going to change as a result of the JMWMS.</p> <p>Landscape character impacts on landscape condition The creation of landfill sites would continue with the associated problems of landscaping. The creation of new, pronounced landforms associated with landfill sites can generally be integrated into the landscape as 'extensions' of similar adjacent topography, providing the appropriate tree cover and hedgerow structures can be introduced to them.</p>	<p>High standards of design for waste management facilities.</p>

<i>Sustainability Issue: Biodiversity, Flora and Fauna</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>77 Sites of Special Scientific Interest (SSSI) of which 19% were in a good condition in Herefordshire. 199 SSSI's of which 72.4% were in a good condition in Worcestershire as of March 2005.</p> <p>There are 6 (4 + 2) Special Area for Conservation (SACs), 7 (3 + 4) National Nature Reserves (NNRs); 31 (7 + 24) Local Nature Reserves. 12,777 ha of ancient semi natural woodland in Herefordshire and 5,848 ha in Worcestershire.</p> <p>The Worcestershire Biodiversity Action Plan provides a plan of action for 8 priority habitats and 16 priority species. In Herefordshire there are 21 UK BAP priority habitats and 156 priority species (59 being UK BAP priorities)</p>	<p>Degradation of wider biodiversity interests arising from direct and indirect impacts of the waste management infrastructure.</p>	<p>Protect existing sites of conservation importance from both direct and indirect impacts of waste management infrastructure.</p> <p>Seek and maximise opportunities to enhance biodiversity interests both as part of restoration of landfill and for new developments.</p>

<i>Sustainability Issue: Natural Resources (air, water and soil)</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>The main soils occurring in Herefordshire & Worcestershire are:</p> <ul style="list-style-type: none"> • Wetland • Gleyed • Clay • Mixed • Brown • Sandy • Impoverished • Shallow • Limestone <p>The majority of land is grade 3 in the agricultural land classification but significant areas of grades 1 and 2 also occur, Herefordshire and Worcestershire containing a disproportionately high quantity of this land compared to the rest of the West Midlands region.</p> <p>Six air quality management areas (AQMA) declared due to poor air quality, all associated with busy arterial and main roads.</p> <p>The water quality of the majority of rivers within Herefordshire & Worcestershire are judged grade B. Kidderminster and Bromsgrove overlie a major aquifer of high vulnerability which spreads south along the line of the Severn, its southern extent is approximately level with Droitwich.</p>	<p>Potential contamination by inappropriate/illegal disposal of waste and contaminants.</p> <p>Without the JMWMS, facilities may be built in urban areas that may give rise to traffic congestion. This in turn could lead to air pollution.</p> <p>Even without the JMWMS pollution controls would largely be met through existing environmental controls and legislation.</p>	<p><i>Protect best and most versatile agricultural lands</i> Promote good soil handling practices</p> <p>Opportunities to increase the amounts of waste being composted and improving the soil by applying the soil conditioner.</p> <p>Soil can be extracted from construction and demolition waste, to be mixed with compost and used again. Diverting it away from landfill and using it as a resource.</p>

<i>Sustainability Issue: Access to services</i>																		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>																
<p>A full range of services and facilities are available to the local population, including various social, leisure, cultural and religious buildings along with schools, health centres, clinics and hospitals.</p> <p>There are 308 Village Halls in Worcestershire.</p> <p>Nearly 40% of areas in Worcestershire are ranked within the top 20% most deprived areas nationally in terms of the geographical distance to basic services. 45 areas have a ranking within the top 5%. Eight areas in the County have been ranked as in the top 1% of the most deprived areas in England with regard to access to services (Interim Economic Assessment, 2004-2005).</p> <p>Over 60% of areas (Super Output Areas) in Herefordshire are within the 20% most deprived nationally in terms of the geographical distance to services sub-domain of the 2004 Index of Multiple Deprivation.</p> <p>Provision of Kerbside Recycling Collection</p> <table border="1"> <thead> <tr> <th></th> <th>Coverage 2006/07</th> </tr> </thead> <tbody> <tr> <td>Herefordshire</td> <td>69.36%</td> </tr> <tr> <td>Bromsgrove DC</td> <td>93.44%</td> </tr> <tr> <td>Malvern Hills</td> <td>100%</td> </tr> <tr> <td>Redditch BC</td> <td>94.38%</td> </tr> <tr> <td>Worcester City</td> <td>95.19%</td> </tr> <tr> <td>Wychavon DC</td> <td>93.46%</td> </tr> <tr> <td>Wyre Forest</td> <td>96.19%</td> </tr> </tbody> </table>		Coverage 2006/07	Herefordshire	69.36%	Bromsgrove DC	93.44%	Malvern Hills	100%	Redditch BC	94.38%	Worcester City	95.19%	Wychavon DC	93.46%	Wyre Forest	96.19%	<p>There will be no incentive for developers to include bring sites within their housing developments.</p>	<p>Opportunity to promote the inclusion of bring sites within the design of new developments.</p> <p>An opportunity at Household Waste sites to promote other council services.</p>
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Sustainability Issue: Health

<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>																																													
<p>Life Expectancy at birth (2004)</p> <table border="1"> <thead> <tr> <th></th> <th>Heref</th> <th>Worc</th> </tr> </thead> <tbody> <tr> <td>Males</td> <td>77.5</td> <td>76.0</td> </tr> <tr> <td>Females</td> <td>82.5</td> <td>80.5</td> </tr> </tbody> </table> <p>The healthy life expectancy of people living in Worcestershire is approximate to the English average whereas that of Herefordshire residents is above average.</p> <p>Self Assessed Health as Resident Population %</p> <table border="1"> <thead> <tr> <th>District</th> <th>Good</th> <th>Fairly Good</th> <th>Not Good</th> </tr> </thead> <tbody> <tr> <td>Herefordshire</td> <td>68.7%</td> <td>23.0%</td> <td>8.3%</td> </tr> <tr> <td>Worcestershire</td> <td>69.7%</td> <td>22.3%</td> <td>8.0%</td> </tr> <tr> <td>Redditch</td> <td>70.2%</td> <td>21.9%</td> <td>8.0%</td> </tr> <tr> <td>Wychavon</td> <td>70.4%</td> <td>22.2%</td> <td>7.4%</td> </tr> <tr> <td>Malvern Hills</td> <td>69.1%</td> <td>22.5%</td> <td>8.4%</td> </tr> <tr> <td>City of Worcester</td> <td>69.9%</td> <td>22.3%</td> <td>7.8%</td> </tr> <tr> <td>Bromsgrove</td> <td>71.1%</td> <td>21.2%</td> <td>7.7%</td> </tr> <tr> <td>Wyre Forest</td> <td>67.5%</td> <td>23.7%</td> <td>8.9%</td> </tr> </tbody> </table>		Heref	Worc	Males	77.5	76.0	Females	82.5	80.5	District	Good	Fairly Good	Not Good	Herefordshire	68.7%	23.0%	8.3%	Worcestershire	69.7%	22.3%	8.0%	Redditch	70.2%	21.9%	8.0%	Wychavon	70.4%	22.2%	7.4%	Malvern Hills	69.1%	22.5%	8.4%	City of Worcester	69.9%	22.3%	7.8%	Bromsgrove	71.1%	21.2%	7.7%	Wyre Forest	67.5%	23.7%	8.9%	<p>People's mental health may decrease if the environment they live in suffers from fly tipping due to insufficient infrastructure being where people can dispose of rubbish.</p>	<p>People's mental health may be improved if the environment in which they live in is free from fly tipping.</p>
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Sustainability Issue: Provision of housing

<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>Number of households with residents 307,200 (76,200 + 231,000).</p> <p>3,075 houses are described as being overcrowded in Herefordshire and 9244 houses in Worcestershire</p> <p>The average household size in Herefordshire is 2.32 persons; in Worcestershire it is 2.39 persons, Regional 2.41, National 2.36.</p> <p>1.0% of households in Herefordshire & Worcestershire do not have their own bath/shower and toilet.</p> <p>16.7% of households in Herefordshire & Worcestershire do not have central heating.</p> <p>72.4% of houses in Herefordshire & Worcestershire are owner occupied, 17.9% are rented from local authorities.</p> <p>7963 (2700 + 5967) Vacant household spaces in Herefordshire & Worcestershire (2001 census).</p>	<p>No impact</p>	<p>Reuse of Construction and demolition waste, for new houses.</p> <p>Bring banks can be incorporated into housing developments.</p> <p>Use of construction materials that have been derived from waste.</p>

<i>Sustainability Issue: Population 1 (learning and skills)</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>Overall in Herefordshire and Worcestershire, the proportion of the economically active population with either a Level 4 or Level 3 qualification is higher than the regional average – 29% and 48% respectively. The proportion with no qualifications is the same as the regional average at 12%. Within Herefordshire and Worcestershire, Malvern Hills and Bromsgrove districts have the highest proportion qualified to levels 3 and 4.</p> <p>Employment projections show that between 2004 and 2014 it is expected there will be steady employment growth in Herefordshire and Worcestershire. The net results of this will be 12,000 additional jobs, an increase of 3.5%. This predicted growth in employment is in line with that estimated for the West Midlands and the national average. The structure of employment by industrial sector is expected to change. Projections indicate that there will be a decline in employment within the primary sectors, including agriculture, engineering and other manufacturing and construction. This will be offset by a major growth in employment in business and other services, distribution (including wholesale and retail), education, health and social care. However, there will be demand for labour in all sectors of the economy due to replacement demands which reflect the need to replace skills that will be lost because of labour turnover as people retire</p>	<p>Without the promotion of new high technology waste management solutions, skills in this sector are unlikely to be affected.</p>	<p>Provide new opportunities for training and skills as new waste technology develop.</p> <p>Opportunity to provide education about more sustainable ways to manage waste.</p>

or leave for other reasons.
At 6%, the proportion of employees in Herefordshire and Worcestershire with skills gaps as a proportion of employment is higher than the regional average (4.6%). Looking at recruitment problems, the sub-region is below the regional average in terms of the proportion of vacancies which are due to skills shortages (skills shortage vacancies 19% against 26%). As of March 2007, 56% of Herefordshire's businesses responding to the Chamber of Commerce Quarterly Economic Survey, reported having trouble recruiting skilled manual/technical workers.

<i>Sustainability Issue: Population 1 (learning and skills)</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
While 10.3% of the economically active population of Worcestershire has no qualifications, (compared to 12.5% for the West Midlands and 9.4% for England), 32.5% have achieved NVQ Level 4+ (or equivalent, which includes first degree or higher qualification). In the West Midlands the comparable figure is 27.5%, while for England as a whole it is 30.8% (APS, 2006). 29% of Herefordshire's 16-74 year old population have no qualifications, equa to the national average. The proportion of Herefordshire's 16-74 year olds with a degree or higher qualification is at a similar level to nationally (2001 Census).	No impact.	Minimal opportunity.

<i>Sustainability Issue: Cultural Heritage, built design and archaeology</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
Over 12,000 (5918 + 6,154) listed buildings, 443 (262 + 181) Scheduled Ancient Monuments, 211 (64 + 147) conservation areas, 2 registered battlefields, 39 (24 + 15) historic parks and gardens, and 19,000 entries on the Worcestershire County Historic Environment record and over 20,000 records on the Herefordshire Sites and Monument Record. 36 (20 + 16) buildings of grade I and II* classified as being at risk (2005). English heritage website	Minimal impact.	Ensure appropriate siting and provide quality design of facilities avoiding damage to cultural heritage assets and their setting. The restoration and re-use of buildings and building materials.

<i>Sustainability Issue: Material assets (including land use & local amenity)</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>Construction aggregates make up most of the mineral output of Worcestershire. The main sand and gravel resources in the County occur in solid deposits in north Worcestershire, terrace deposits along the Rivers Severn and Avon and fan deposits to the south and east of Bredon Hill, close to the County boundary with Gloucestershire. The Abberley/Suckley/Malvern Hills, the edge of the Cotswolds near Broadway, and Bredon Hill contain the hard rock resources of the County, whereas brick clay is found near Hartlebury</p> <p>The known mineral resources in Herefordshire are relatively limited in range, primarily consisting of aggregates. Limestone occurs on the western side of the Malvern Hills and Ledbury, the Woolhope Dome and in the north west of the County in the Presteigne/Aymestry area, south west of Ross-on-Wye and the northern flanks of the Forest of Dean. Igneous and metamorphic rock sources are concentrated upon the Malvern Hills. Sand & gravel can be found in the river valleys of the Wye, Lugg and Arrow as river terrace deposits and in glacial deposits to the north and west of Hereford.</p> <p>Housing developments on previously developed land accounts for 42% of the total land take in Worcestershire and 71%</p>	<p>Use of primary aggregates will continue to increase.</p>	<p>Recycled aggregate will reduce the reliance on virgin aggregates.</p> <p>Use of Brownfield land in preference through the use of the sequential approach.</p>

in Herefordshire.

The enjoyment of the countryside is a key pull factor for many visitors to Herefordshire & Worcestershire.

<i>Sustainability Issue: Population 2 (anti social behaviour, crime, litter and graffiti)</i>		
<i>Characteristics</i>	<i>Likely evolution of baseline without implementation of the JMWMS</i>	<i>Potential opportunities for the JMWMS to positively affect the data</i>
<p>Number of fly tipping incidents recorded under BV199b.</p> <p>Between April 2006 and March 2007, 34,301 crimes were recorded in Worcestershire. The crime levels are highest in urban areas with the highest rate per 1000 population being recorded in Worcester City Centre.</p> <p>The peak month during 2006/07 for crime was March and the lowest number of recorded crimes was in July. There was a 2.1% decrease in recorded crime between 2005/06 and 2006/07.</p> <p>The most common type of crime was Criminal Damage, making up 22.3% of all crime.</p> <p>In Herefordshire the numbers of crime has fallen by 22% over the last 4 years between 2001-02 and 2005-06.</p> <p>In 2004, criminal damage, violent crime and thefts were the largest crime categories across Herefordshire as a whole:</p>	<p>No impact.</p>	<p>Promote level of infrastructure, so that people do not need to fly tip waste.</p>

Appendix 6 - Objectives and Sub Objective

<i>Issue</i>	1. Waste
SA objective	Manage the waste streams in accordance with the waste hierarchy, encouraging reuse and recovery addressing waste as a resource
Indicator & target	% of construction & demolition waste going to landfill % of household waste recycled & composted, sent to energy from waste plants, landfilled. Recycle 30% of household waste by 2010 35% of 1995 levels of biodegradable waste disposed to landfill by 2020
Sub objectives	To minimise the production of waste generated
Indicator & target	Waste per capita/household

<i>Issue</i>	2. Climate Change
SA objective	Reduce causes of and adapt to the impacts of climate change
Indicator & target	CO ₂ emissions by user/sector Reduce climate change causing gas emissions across the county by 10% by 2010 and by 20% by 2020 compared to 2001 levels
Sub objectives	Minimise biodegradable waste going to landfill. Maximise opportunities to generate power from methane at landfill sites.
Indicator & target	Methane emissions from landfill sites.

<i>Issue</i>	3. Traffic & Transport
SA objective	To reduce the need to travel and move towards more sustainable travel patterns
Indicator & target	Road traffic figures – traffic congestion / average speed of flow along principal roads No targets identified
Sub objectives	Ensure the disposal of waste as close to point of origin as practicable and promote transfer of waste by rail or water transport where appropriate.
Indicator & target	Movement of waste by commercial vehicles via tacho-graph mileage records Tonnage of waste moved by mode (road/rail/water)

<i>Issue</i>	4. Growth with prosperity for all
SA objective	Develop a knowledge-driven economy, the infrastructure and skills base whilst ensuring all have access to the benefits urban and rural
Indicator & target	Average earnings / no of people trained in sector / VAT registered business in the area / unemployment levels / skills and qualification levels of workforce % of working population claiming benefits No targets identified
Sub objectives	To encourage business development within the waste sector to achieve Government targets for waste To encourage rural regeneration
Indicator & target	% of people employed in the waste sector Number of VAT registered businesses in the area

<i>Issue</i>	5. Participation by all
SA objective	To provide opportunities for communities to participate in and contribute to the decisions that affect their neighbourhoods and quality of life, encouraging pride and social responsibility in the local community
Indicator & target	Community well being Amount of recycled waste collected from residents homes and Household Waste Sites
Sub objectives	To provide opportunities for communities to participate in and contribute to waste planning decisions within Worcestershire
Indicator & target	Response rates to Minerals and Waste Development Framework consultation events

<i>Issue</i>	6. Technology, innovation & inward investment
SA objective	Promote and support the development of new technologies of high value and low impact, especially resource efficient technologies and environmental technology initiatives
Indicator & target	Business formation and survival rates / Number of VAT registered businesses in the area Enquiries to Business Links Employment land availability CO ₂ emissions in Herefordshire and Worcestershire No targets identified
Sub objectives	To make an economic gain from the recovery and treatment of waste streams wherever this is environmentally acceptable
Indicator & target	Number of businesses and employee numbers involved in waste sector

<i>Issue</i>	7. Energy
SA objective	Promoting energy efficiency and energy generated from renewable energy and low carbon sources
Indicator & target	Proportion of energy generated by renewable sources Energy use by sector/household Energy efficiency 10% of UK electricity from renewable energy sources by 2010 and 20% by 2020
Sub objectives	In accordance with waste hierarchy support the generation of energy from waste
Indicator & target	Amount of energy generated from waste as percentage of total usage

<i>Issue</i>	8. Natural resources
SA objective	Protect and improve standards of air, water and soil quality ensuring prudent use of natural resources
Indicator & target	% of population living within an Air Quality Management Areas Number of days of air pollution Concentrations of selected air pollutants Rivers and canals assessed as good or fair quality Water abstractions by purpose / groundwater quality Water consumption per capita Area of contaminated land All inland waters to achieve good status by 2015 (Water Framework Directive) No targets identified for soil and air
Sub objectives	Minimise the creation of dust, odour and noise and other pollutants in the vicinity of waste station / facilities
Indicator & target	

<i>Issue</i>	9. Access to services
SA objective	To improve the quality of and equitable access to local services and facilities, regardless of age, gender, ethnicity, disability, socio-economic status or educational attainment.
Indicator & target	% of residents within 500m of key local services Perceived access to services Deprivation indices of access to services Amount of completed office development Amount of completed office development in Town Centres Amount of retail development Amount of retail development in Town Centres Amount of leisure development in Town Centres Number of first/middle/high schools, Number of further education colleges Number of community centres Number of libraries
Sub objectives	To improve accessibility to kerbside recycling and Household Waste Sites
Indicator & target	% of residents being offered kerbside recycling

<i>Issue</i>	10. Landscape
SA objective	Safeguard and strengthen landscape character and quality
Indicator & target	Change in condition of landscape character Area of land within the AONB's actively managed under an agri - environment scheme No targets identified
Sub objectives	Encourage design that reduces visual intrusion and is sensitive to the local vernacular, as defined by the county landscape character assessment and conservation area appraisals.
Indicator & target	To be developed

<i>Issue</i>	11. Biodiversity / Geodiversity / Flora / Fauna
SA objective	To conserve and enhance Biodiversity and Geodiversity
Indicator & target	Area of land actively managed under an agri - environment scheme Net change in natural/semi natural habitats Area of land designated as a SSSI which is in 'unfavourable condition' Number of protected species in decline within the County See local Biodiversity Action Plans
Sub objectives	To assist in meeting Biodiversity Action Plan targets during the lifetime of the JMWMS
Indicator & target	Area of priority habitat re-created

<i>Issue</i>	12. Health
SA objective	To improve the health and well being of the population and reduce inequalities in health
Indicator & target	Incidences of respiratory illness by location Access to local greenspace Index of deprivation - % of population in good health Life expectancy No targets identified
Sub objectives	To limit environmental impacts of waste treatment facilities on the local population including pest species at landfill sites. To reduce respiratory diseases/allergy related illness
Indicator & target	Public concern over noise levels and odour

<i>Issue</i>	13. Provision of housing
SA objective	Provide decent affordable housing for all, of all the right quality and tenure and for local needs, in clean, safe and pleasant local environments
Indicator & target	The average house price/ average earnings ratio Provision of affordable housing as % of housing completions
Sub objectives	Encourage the use of sustainable building technologies in new housing developments in particular the re-use of construction and demolition waste. Promote the provision of recycling facilities within new housing developments
Indicator & target	Figures for destination of construction and demolition waste. Number of new housing developments with a Bring Recycling Centre provided.

<i>Issue</i>	14. Population 1 (Learning and skills)
SA objective	To raise the skills level and qualifications of the workforce
Indicator & target	Skills deprivation indices Qualifications of specified groups No targets identified
Sub objectives	To encourage engagement in community/environmentally responsible activities
Indicator & target	Voluntary activity – participation levels in recycling and training opportunities at Centres of Vocational Excellence (CoVEs)

<i>Issue</i>	15. Cultural Heritage, architecture and archaeology
SA objective	Conserve and enhance the architecture, cultural and historic environment heritage and seek well designed, resource efficient, high quality built environment in new development proposals
Indicator & target	Number of buildings on at-risk register Loss or damage to SAM's, historic parks and gardens, conservation areas Re-use and renewal of buildings of historic interest No targets identified
Sub objectives	Promote design concepts for new buildings that are informed by the local vernacular The siting of new waste management facilities should not have a detrimental effect on the setting and in-situ conservation of historic buildings, areas, landscapes or archaeological remains
Indicator & target	Number of buildings on the local at-risk register Loss or damage to SAM's, historic parks and gardens, conservation areas

<i>Issue</i>	16. Material Assets
SA objective	Ensure efficient use of land through safeguarding of mineral reserves, the best and most versatile agricultural lands, lands of green belt value, maximising use of previously developed land and reuse of vacant buildings, where this is not detrimental to open space and biodiversity interest
Indicator & target	Years supply of minerals occurring in the Herefordshire & Worcestershire Loss of grade 1 and 2 agricultural lands The amount of derelict land and contaminated land Green Belt land lost to development 67% of housing development to be on previously developed during 2001 –2011 (RSS)
Sub objectives	To support the reuse of construction materials To protect land from contamination arising from waste. To restore landfill sites to amenity purposes.
Indicator & target	Figures for the recycled and reuse of construction and demolition waste

<i>Issue</i>	17. Population 2 (Anti social behaviour, crime, litter and graffiti)
SA objective	Reduce crime, fear of crime and antisocial behaviour
Indicator & target	Recorded crime levels Fear of crime surveys No targets identified
Sub objectives	Reduce the number of fly tipping incidents
Indicator & target	Number and cost of reported fly tipping incidents.

<i>Issue</i>	18. Flooding
SA objective	Ensure inappropriate development does not occur in high risk flood prone areas and does not adversely contribute to fluvial flood risks or contribute to surface water flooding in all other areas.
Indicator & target	Number of new allocated developments located on the floodplain. % of Herefordshire and Worcestershire covered by a Strategic Flood Risk Assessment. No targets identified
Sub objectives	Ensure development does not occur in flood prone areas
Indicator & target	Number of new waste facilities developed in flood prone areas



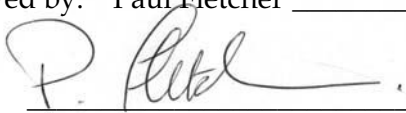
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Assessment of Draft Joint
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Interim Report

Strategic Environmental
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Report*

November 2008

Reference 0087949

For and on behalf of Environmental Resources Management
Approved by: Paul Fletcher _____
Signed:  _____
Position: Partner _____
Date: 28 th December 2008 _____

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EXECUTIVE SUMMARY

This report sets out the results of a Strategic Environmental Assessment of the draft Joint Municipal Waste Management Strategy (JMWMS) for Herefordshire and Worcestershire. This is an interim report based on appraisal of an early draft of the Headline Strategy and associated options for minimisation, recycling and residual treatment, as of 21 November 2008. The purpose is to inform the future development and refinement of the JMWMS by setting out information on the likely effects of implementation and on the relative performance of the options, and making recommendations for improvements to the JMWMS. A full Environmental Report will be produced to accompany the consultation version of the JMWMS due in February 2009.

Draft Headline Strategy

The Strategy has a very strong commitment to promoting the waste hierarchy, promoting greater resource efficiency and a reduction in greenhouse gas emissions. Energy recovery is promoted in preference to landfill, although no particular commitments are made. The Strategy will seek to improve access to waste services and promote greater public participation. It will also indirectly support business growth in the waste sector and the development of new resource-efficient technologies.

The effect of the Strategy on traffic and transport is unclear. Increased recycling and recovery could lead to greater waste transport distances, but the policy on transport is still to be drafted.

Promoting recovery of resources from waste will require construction of new facilities, particularly treatment facilities. The significance of impacts on environmental and historic assets is unknown and depends strongly on local conditions, on planning and development control and on operational standards; factors which are outside the scope of the JMWMS.

Mitigation is recommended to:

- commit to minimising transport distances;
- clarify engagement with commercial sector waste producers and processors;
- promote energy recovery wherever practicable, including from landfill gas;
- commit to ensuring good accessibility to Household Waste Sites across the two counties, providing new sites where required;
- promote the inclusion of bring sites within larger developments;
- seek the provision of recycling facilities in commercial developments; and
- include measures to reduce fly-tipping.

Minimisation Options

Enhancement of home composting activity will produce the greatest sustainability development benefits of the options, providing the greatest degree of minimisation, and in reduction in waste transport and in landfill of biodegradable waste. This scheme involves the greatest amount of participation by the public, and by making alternative soil improvers available it will reduce consumption of natural resources and may help to increase biodiversity. Finally, it is estimated to provide the greatest economic gain.

Efforts to minimise the amount of food waste would also provide a significant range of benefits, although not to the same degree as home composting. The performance of other proposed service enhancements are more mixed.

It is therefore recommended that resources are focused as a priority on enhancing home composting and food waste reduction initiatives, with some additional effort directed to increasing junk mail prevention and promoting smart shopping as a secondary priority. Enhancing reuse initiatives could also be promoted as a third priority for their social benefits.

Recycling Options

Providing the widest possible range of recyclable collection services will secure most sustainability benefits, principally deriving from the recycling of significantly greater tonnages of green and food waste than other options. However, it is expected to incur significant additional costs for food waste collections with additional fleet and manpower requirements.

Of the options which exclude area-wide food waste collections, options which have area-wide green waste collections secure most benefits overall because of the increased tonnages of waste recycled, principally biodegradable waste.

Residual Options

A residual waste solution based on Energy from Waste with combined heat and power (EfW/CHP) provides the greatest sustainability benefits in comparison to the other options, maximising performance against the waste hierarchy and minimising the landfilling of biodegradable waste, while providing the greatest reduction of greenhouse gas emissions and also enabling the generation of renewable energy. It will also minimise the requirements for onward transport of process outputs. Whilst it does not secure the lowest total costs, it compares reasonably favourably to other options on cost.

The overall environmental burden will be reduced with EfW/CHP, although by less than with autoclave or mechanical biological treatment (MBT). Local emissions may give rise to environmental effects with all options, but these could be minimised with autoclave or MBT technologies. However, the

significance of effects is strongly dependent on location and on operational standards.

Exporting waste out of the sub-region to an EfW plant does not provide any benefits over and above those provided by EfW within the sub-region, and performs less well against a number of the appraisal objectives.

1 INTRODUCTION

1.1 BACKGROUND

1.1.1 *The Draft Joint Municipal Waste Management Strategy*

The local authorities that make up the Joint Waste Resource Management Forums for Herefordshire & Worcestershire (namely Herefordshire Council, Worcestershire County Council, Worcester City Council, Bromsgrove District Council, Malvern Hills District Council, Redditch Borough Council, Wychavon District Council and Wyre Forest District Council) are currently in the process of revising their Joint Municipal Waste Management Strategy (JMWMS).

The JMWMS describes current and future arrangements for waste management in Herefordshire and Worcestershire, and will set the strategic approach to municipal waste management for the two counties for the next thirty years. It provides an integrated approach which encompasses both collection and disposal functions, and aims to clarify key issues and give clear direction on waste management. It sets out general principles, policies and targets across all authorities in Herefordshire and Worcestershire.

The JMWMS replaces the original JMWMS for Herefordshire and Worcestershire published in 2004.

1.1.2 *Strategic Environmental Assessment*

Under the *Environmental Assessment of Plans and Programmes Regulations 2004*, the JMWMS must be subjected to a Strategic Environmental Assessment (SEA) before it is adopted. The SEA is a tool for integrating environmental and sustainability considerations into the preparation of the JMWMS, by considering the effects of implementing the plan or strategy during its preparation and before its adoption. The SEA is required systematically to assess the strategy against a list of environmental, economic and social criteria. It should identify, describe and evaluate the likely significant effects of implementing the Strategy, and reasonable alternatives, taking into account the objectives and scope. These issues must be taken into account in the preparation of the JMWMS.

As part of the SEA process, an initial appraisal has been undertaken of the emerging draft JMWMS and options which have been developed by the Joint Waste Resource Management Forums for Herefordshire & Worcestershire. This has identified the key sustainability implications of those issues and options, with the aim of informing the process of development of the Strategy. This document sets out the results of this initial appraisal and highlights the main implications of the options.

1.2 *PROCESS*

1.2.1 *Scoping*

The first step in the SEA work was a scoping stage, to identify the sustainability context for municipal waste management in Herefordshire and Worcestershire.

The scoping stage involved the collection of a wide range of baseline data covering economic, social and environmental issues in order to provide a picture of the current sustainability status of the two counties and to identify emerging trends where possible. The baseline data was analysed to identify the key sustainability issues for the area, within the particular context of municipal waste management.

In tandem with the baseline data collection and analysis, a review was undertaken of the national, regional and local policy framework relevant to sustainable development in Herefordshire and Worcestershire. This involved:

- reviewing key environmental, social and economic documents which set the policy framework governing activities in the sub-region; and
- identifying the sustainable development policy objectives and targets with which municipal waste management in the sub-region must or should conform, and highlighting the key implications for the SEA.

On the basis of this work, a set of relevant sustainable development policy objectives were drawn up against which to appraise the JMWMS.

The results of the scoping stage were set out in a Scoping Report which was issued to key stakeholders for consultation in April 2008. The following stakeholder organisations were consulted:

- Environment Agency
- Natural England
- English Heritage
- Herefordshire Wildlife Trust
- Worcestershire Wildlife Trust
- Worcestershire Primary Care Trust

Six responses were received; one from each of the consultees. The main comments related principally to the coverage of baseline data, key issues (specifically flood risk, waste management, the historic environment and biodiversity), additional documents for the policy review, and the prioritisation of appraisal objectives. Consultation comments have been taken on board and further scoping work undertaken to ensure that the relevant key issues and policies are reflected in the framework.

Draft Headline Strategy and Options

The emerging JWMWS consists of a draft Headline Strategy and three sets of options which underpin the Strategy, on waste minimisation, recycling and composting and residual waste treatment.

The draft Headline Strategy comprises:

- a set of ten principles governing the overall approach to municipal waste management;
- 23 policies and associated targets which aim to implement the principles; and
- supporting text which clarifies the aims and intended outcomes of the policies.

The waste minimisation options look at ways of enhancing each of the existing services currently promoted by the councils:

- Home composting
- Food waste reduction campaign
- Re-use initiatives
- Promoting sink disposal units
- Home shredding service for green waste
- Junk mail reduction campaign
- Real Nappy Project and Real Nappy Incentive Scheme
- Waste collection policies eg side waste restrictions

The recycling and composting options consider different ways of combining the following service enhancements, comparing them to current service performance levels:

- Full core kerbside recycling service
- Green waste collection in Bromsgrove
- Paid-for green waste collection everywhere
- Food waste collection in Wychavon
- Food waste collection everywhere
- Recycling street sweepings

The residual waste treatment options examine and compare the following alternative technologies:

- 1 site EfW
- 1 site EfW with CHP
- 2 site MBT with on site combustion
- 2 site MBT with off site combustion
- 1 site autoclave
- 2 site autoclave
- Out of county EfW

In addition, a sensitivity test was carried out for the EfW option, to examine the effect that a different type of EfW plant would have on the results.

1.2.3 *Initial Appraisal*

The appraisal determined the likely effects arising from the principles, policies and targets of the draft Headline Strategy. It also assessed the minimisation, recycling and residual treatment options to identify the likely effects of each and to compare the alternatives being considered.

This was done by assessing the Strategy and each option against the appraisal objectives in turn. The objectives, developed as discussed above, are listed in *Table 1.1*.

Table 1.1 *Appraisal Objectives*

1. Waste
Manage the waste streams in accordance with the waste hierarchy, encouraging reuse and recovery addressing waste as a resource
To minimise the production of waste generated
2. Climate Change
Reduce causes of and adapt to the impacts of climate change
Minimise biodegradable waste going to landfill
Maximise opportunities to generate power from methane at landfill sites
3. Traffic & Transport
To reduce the need to travel and move towards more sustainable travel patterns
Ensure the disposal of waste as close to point of origin as practicable and promote transfer of waste by rail or water transport where appropriate
4. Growth with prosperity for all
Develop a knowledge-driven economy, the infrastructure and skills base whilst ensuring all have access to the benefits urban and rural
To encourage business development within the waste sector to achieve Government targets for waste
To encourage rural regeneration
5. Participation by all
To provide opportunities for communities to participate in and contribute to the decisions that affect their neighbourhoods and quality of life, encouraging pride and social responsibility in the local community
To provide opportunities for communities to participate in and contribute to waste planning decisions
6. Technology, innovation & inward investment
Promote and support the development of new technologies of high value and low impact, especially resource efficient technologies and environmental technology initiatives
To make an economic gain from the recovery and treatment of waste streams wherever this is environmentally acceptable
7. Energy
Promoting energy efficiency and energy generated from renewable energy and low carbon sources
In accordance with waste hierarchy support the generation of energy from waste
8. Natural resources
Protect and improve standards of air, water and soil quality ensuring prudent use of natural resources
Minimise the creation of dust, odour and noise and other pollutants in the vicinity of waste station / facilities
9. Access to services
To improve the quality of and equitable access to local services and facilities, regardless of age, gender, ethnicity, disability, socioeconomic status or educational attainment
To improve accessibility to kerbside recycling and Household Waste Sites

10. Landscape
Safeguard and strengthen landscape character and quality
Encourage design that reduces visual intrusion and is sensitive to the local vernacular, as defined by the county landscape character assessment, county historic landscape characterisation and conservation area appraisals
11. Biodiversity / Geodiversity / Flora / Fauna
To conserve and enhance biodiversity and geodiversity
To assist in meeting Biodiversity Action Plan targets during the lifetime of the JMWMS
12. Health
To improve the health and well being of the population and reduce inequalities in health
To limit environmental impacts of waste treatment facilities on the local population including pest species at landfill sites
To reduce respiratory diseases/allergy related illness
13. Provision of housing
Provide decent affordable housing for all, of all the right quality and tenure and for local needs, in clean, safe and pleasant local environments
Encourage the use of sustainable building technologies in new housing developments in particular the re-use of construction and demolition waste
Promote the provision of recycling facilities within new housing developments
14. Learning and skills
To raise the skills level and qualifications of the workforce
To encourage engagement in community/environmentally responsible activities
15. Cultural heritage, architecture and archaeology
Conserve and enhance the architecture, cultural and historic environment heritage and seek well designed, resource efficient, high quality built environment in new development proposals
Promote design concepts for new buildings that are informed by the local vernacular
The siting of new waste management facilities should not have a detrimental effect on the setting and in-situ conservation of historic buildings, areas, landscapes or archaeological remains
16. Material assets
Ensure efficient use of land through safeguarding of mineral reserves, the best and most versatile agricultural lands, lands of green belt value, maximising use of previously developed land and reuse of vacant buildings, where this is not detrimental to open space, biodiversity interest or the historic environment
To support the reuse of construction materials
To protect land from contamination arising from waste
To restore landfill sites to amenity purposes.
17. Crime
Reduce crime, fear of crime and antisocial behaviour
Reduce the number of fly tipping incidents
18. Flooding
Ensure inappropriate development does not occur in high risk flood areas and does not adversely contribute to fluvial flood risks or contribute to surface water flooding in all other areas
Ensure development does not occur in flood risk areas

An assessment was made of the likely effects of the options and the draft Headline Strategy, with reference where relevant and possible to the baseline data from the Scoping Report. For the Strategy, the assessment was largely qualitative in nature. For the three sets of options, quantitative data was available from the technical options appraisal carried out separately for the JMWMS by ERM and by in-house staff of Worcestershire County Council and reported in separate reports. The quantitative information from these reports was supplemented with other more qualitative assessments to ensure complete coverage of the appraisal objectives.

The effects were also rated for their significance in terms of the importance for achieving each appraisal question within the context of the SA objective. The factors were:

- the expected scale of the effects or the degree to which the effects are likely to contribute to the achievement of the appraisal objective in the sub-region overall;
- the certainty or probability that the effect is likely to occur as a consequence of the policies or options;
- whether the effects would be permanent or reversible;
- whether or not the effect will occur as a direct result of the option or policy, in other words whether the policies or options are key for achieving or controlling effects;
- whether the effect is more strongly dependent on other interventions or other factors;
- how important the objective is in differentiating between options.

The initial appraisal of the principles of the JMWMS was undertaken according to the recommendations in government guidance, by undertaking a compatibility assessment of the objectives against the SEA appraisal objectives. The purpose of this is to identify the positive compatibilities between the two sets of objectives and also where there are potential conflicts.

The main conclusions of the appraisal are set out in *Sections 2 and 3*.

1.2.4 *Future Steps*

Over the period from December 2008 to February 2009 the draft JMWMS will be amended and refined taking into account views and inputs from Members, Officers, residents' focus groups and the SEA.

The SEA will undertake further appraisal of the draft JMWMS to respond to any revisions made to it, and a full Environmental Report will be produced to accompany the public consultation on the draft JMWMS which is scheduled to begin in February 2009. The aim of the Environmental Report is to inform the public consultation so that the predicted effects of the JMWMS can be better understood.

In addition to the information produced for this Interim Report, the Environmental Report will be fully compliant with the requirements of legislation and guidance. In particular, recommendations will be developed and proposed for monitoring the effects of implementing the JMWMS.

2.1 INTRODUCTION

This section sets out the results of the initial appraisal of minimisation, recycling and residual treatment options, showing the assessment of the effects of each of the options against the objectives of the appraisal framework. It summarises the key findings which have emerged from the appraisal where significant effects are predicted.

The following symbols have been used in to indicate the broad nature of the predicted effect:

- + effect likely to be positive
- effect likely to be negative
- 0 no significant effect
- ? effect unknown

Multiple symbols have been used (eg ++) to indicate a different scale of impact relative to the other options, in other words where the impacts of an option are *significantly* better or worse than others.

The *Tables* include an assessment of where particular options perform notably well relative to the other options:

	Option performs well relative to the others
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Full detailed results of the options appraisals showing the assessment against the full set of appraisal objectives will be provided in the final version of this report which will accompany the consultation version of the draft Headline Strategy in February 2009.

2.2 MINIMISATION OPTIONS

2.2.1 *The Options*

In Herefordshire and Worcestershire, a range of initiatives are already in place for minimising the amount of waste generated in the two counties. In considering further options for waste minimisation, the Joint Forums have therefore examined the potential for enhancements to the current initiatives to achieve improved performance. The aim is to identify where resources can be focused in order to achieve the best overall result.

Enhancements were considered for the following initiatives:

- Home composting

- Food waste reduction campaign
- Re-use initiatives
- Promoting sink disposal units
- Home shredding service for green waste
- Junk mail reduction campaign
- Real Nappy Project and Real Nappy Incentive Scheme
- Waste collection policies e.g. side waste restrictions

2.2.2

Appraisal Results

Table 2.1 shows how the different options perform against those appraisal objectives where there is a significant effect. For several of the objectives, the minimisation options have no effect or the effect would be insignificant.

The results show that enhancement of home composting activity (option A) would produce the greatest benefits against a large number of sustainable development objectives. It will enable the greatest degree of minimisation, allowing the greatest reduction in waste transport and in landfill of biodegradable waste. This scheme involves the greatest amount of participation by the public, and by making alternative soil improvers available it will reduce consumption of natural resources and may help to increase biodiversity. Finally, it is estimated to provide the greatest economic gain.

Additional efforts to minimise the amount of food waste (option H) would also provide a significant range of benefits, although not to the same degree as home composting. It produces the second highest reduction in waste, reducing the need for waste transport and landfill, while also providing a large economic gain.

The performance of the other proposed service enhancements are more mixed. Enhancing reuse initiatives (option G) provides good opportunities for participation and access to services, and while it provides a degree of minimisation, it has a small net cost and is outperformed by other options against other sustainability criteria. Preventing junk mail (option E) and promoting smart shopping (option F) provide a similar level of minimisation to option G, while also helping to reduce waste transport and landfill of biodegradable waste and also providing an economic gain.

It is recommended that resources are focused as a priority on enhancing home composting and food waste reduction initiatives, with some additional effort directed to increasing junk mail prevention and promoting smart shopping as a secondary priority. Enhancing reuse initiatives could also be promoted as a third priority for their social benefits.

Table 2.1 Significant Effects of Minimisation Options

Appraisal objectives:	A Home composting	B Real nappies	C Sink Your Waste	D Home shredding	E Junk mail prevention	F Smart shopping	G Reuse initiatives	H Food waste	Comments
Implement the waste hierarchy	+++	+	+	+	++	++	++	+++	Option A provides the greatest opportunities to minimise waste, and option D the smallest. All options will achieve a smaller degree of minimisation in the short term.
Reduce causes of climate change	+++	++	++	++	++	+	0	+++	All options will reduce the emissions of CO ₂ from waste transport, and from landfill (with the exception of option G). Options A and H will minimise emissions.
Minimise landfill of biodegradable waste	+++	+	+	+	+	+	0	++	Options A and H give the greatest minimisation of landfill of biodegradable waste, although most options provide some reduction with the exception of option G.
Reduce the need to travel	+++	+	+	+	+	++	0	++	Options A, H and F contribute the greatest to reducing the need for waste transport by minimising the amount of waste to be collected. Option G will not remove the need for waste transport, and option B may not depending on the type of reuse schemes adopted by parents.
Make economic gain from waste	+++	-	+	-	+	++	-	+++	Options A and H provide the greatest estimated overall economic gain, followed by options F and E. Options B, D and G each have a small net cost.
Prudent use of natural resources	++	0	0	+	+	+	+	+	Green waste recycling will help to conserve natural resources by producing alternative soil improvers.
Improve access to services	0	0	0	+	0	0	++	0	Options D and G will make a small contribution to improving access to waste services. Option G can help to improve access to low-cost goods for disadvantaged individuals, groups, schools and charities.
Conserve and enhance biodiversity	+++	+	+	+	+	+	0	++	Increased composting will increase the availability of alternative soil improvers, so helping to reduce peat use and possibly improving garden biodiversity.
Encourage engagement in environmentally responsible activities	++++	+++	++	+	+++	+++	++++	+++	Options A and G provide the greatest opportunities to encourage engagement in responsible activities, by enabling, engaging, encouraging and exemplifying environmentally responsible behaviour.

2.3 *RECYCLING OPTIONS*

2.3.1 *The Options*

Existing recycling services in Herefordshire and Worcestershire consist of a range of kerbside collection services in the different authorities, including some green waste and food waste collections, together with recycling at bring sites and at Household Waste Sites. The recycling and composting options looked at different ways of enhancing those services, by combining the following service enhancements in different ways and comparing them to current service performance levels:

- Full core kerbside recycling service, involving collection of glass, paper and card, foil, cans and plastics across all authorities;
- Green waste collection in Bromsgrove;
- Paid-for green waste collection everywhere;
- Food waste collection in Wychavon;
- Food waste collection everywhere;
- Recycling street sweepings.

The following options have been devised:

Table 2.2 *Recycling Options*

	A	B	C	D	E	F	G	H	I
Status quo - current service levels	✓								
Full core kerbside recycling service		✓	✓	✓	✓	✓	✓	✓	✓
Green waste collection in Bromsgrove		✓							
Green waste collection everywhere			✓			✓	✓		✓
Food waste collection in Wychavon									✓
Food waste collection everywhere				✓		✓			
Recycling street sweepings					✓	✓	✓		✓

2.3.2 *Appraisal Results*

Table 2.3 shows how the different options perform against those appraisal objectives where there is a significant effect. For several of the objectives, the recycling options have no effect or the effect would be insignificant.

The option which includes the widest possible range of services (option F) secures most sustainability benefits, principally deriving from the recycling of significantly greater tonnages of biodegradable waste than other options, with collections of green and food waste across the whole of the two counties. However, it is expected to incur significant additional costs for food waste collections with additional vehicle fleet and manpower requirements.

Of the options which exclude area-wide food waste collections, options which have area-wide green waste collections (options C, G and I) secure more benefits overall than other options because of increased tonnages of waste recycled, principally biodegradable waste. Option I performs slightly better

than option G due to the additional food waste collection in Wychavon which secures slightly greater reductions of biodegradable waste, although this also has additional costs with additional vehicle fleet and manpower requirements.

It is worth noting that option D, the other option which includes food waste collection apart from F, does not achieve significantly greater benefits than options C, G or I.

Table 2.3 Significant Effects of Recycling Options

Appraisal objectives:	A Status quo	B Core + Broms green	C Core + paid green	D Core + food	E Core + street	F Core + paid green + food + street	G Core + paid green + street	H Core, no green	I Core + paid green + street + Wych food	Comments
Implement the waste hierarchy	+	++	++	++	++	+++	++	+	++	Option F recycles 38% more waste than the status quo. The next best performer is option I which recycles 25% more than the status quo (food collection only in Wychavon).
Minimise waste production	0	++	++	0	++	0	++	++	+	Options without a food collection will include schemes to encourage additional waste minimisation.
Reduce causes of climate change	+	++	++	++	++	+++	++	+	++	Options with higher recycling levels will contribute more to reducing greenhouse gas emissions through greater resource efficiency, although the difference in tonnages will mean a small difference in climate effects.
Minimise landfill of biodegradable waste	0	+	++	++	0	+++	++	0	++	Option F diverts 70% more biodegradable waste from landfill than the next best performing option (D), and over twice as much as option I (food collection only in Wychavon).
Encourage business development	0	+	+	++	+	++	+	+	++	Increased core recyclables collection services and food collection will indirectly help to encourage new businesses in waste recycling/processing.
Support development of new technologies	+	+++	+++	+++	++	+++	+++	++	+++	All options will indirectly help to promote technologies which increase resource efficiency, although these are not usually either high value or low impact. The main benefits will arise from increased core recyclables collections and diversion of biodegradable waste from the waste stream.
Make economic gain from waste	-	---	---	-----	--	-----	---	--	----	All basic collection services have a cost, however figures are not available for the expected cost of the various new services. Green waste collections will have some cost-recovery, although will still involve some costs to the counties. Food waste collections will involve significant cost by requiring additional fleet and manpower, estimated at 50% increase in costs. Recycling of street sweepings will involve minimal additional cost.
Prudent use of natural resources	0	+	++	++	0	+++	++	0	++	Green waste recycling will help to conserve natural resources by producing alternative soil improvers.
Improve access to services	0	++	++	+++	+	++++	++	+	++	All options apart from the status quo will increase kerbside recycling services. Food waste collections aim to secure 55% participation while green waste recycling will achieve around 10% participation.
Conserve and enhance biodiversity	0	+	++	++	0	+++	++	0	++	Increased recycling of green and food waste will increase the availability of alternative soil improvers, so helping to reduce peat use.
Encourage engagement in environmentally responsible activities	+	++	++	++	++	++	++	++	++	Provision of kerbside collection services encourages engagement in environmentally responsible activities. Additional core recyclables collections will increase basic participation, although additional collections of food and green waste are not likely to increase the number of households participating in recycling activities in addition to those separating recyclables for core services.

2.4 RESIDUAL TREATMENT OPTIONS

2.4.1 *The Options*

For residual waste treatment, a long list of generic technology types was considered, taking account of the range of possible technologies at various stages of development and implementation worldwide. This was then narrowed down taking account of the likely deliverability and appropriateness of the various technologies for the particular context in Herefordshire and Worcestershire.

In addition, consideration was given to the potential number and scale of facilities, in particular the possibility of delivering a residual treatment solution with smaller facilities on more than one site. An option for three or more facilities was dismissed as it was not considered appropriate for the capacity required in terms economies of scale and the risks associated with site availability and deliverability.

Currently the Partnership export residual waste to EfW facilities in the West Midlands. There are a number of operating and planned waste treatment facilities in the areas surrounding Worcestershire and Herefordshire. It was therefore deemed necessary to assess an option that utilises waste treatment capacity outside the Partnership area. This option was subjected to a sensitivity test to determine the extent to which its performance was affected by the nature of EfW plant rather than its location.

The final options considered for residual treatment technology are set out in the table below.

Table 2.4 *Residual Treatment Technology Options*

Option	Description
A	1 site Energy from Waste (EfW)
B	1 site EfW with Combined Heat and Power (CHP)
C	2 site Mechanical Biological Treatment with on-site combustion
D	2 site Mechanical Biological Treatment with off-site combustion
E	1 site autoclave
F	2 site autoclave
G	Out of county EfW
G2	Out of county EfW (alternative plant type)

2.4.2 *Appraisal Results*

Table 2.4 shows how the options compare in terms of relative performance to each other, for those appraisal objectives where the effects are significant and help to differentiate between the options. It should be noted that each of the technology options perform well against some objectives and less well against others, but that no one option performs better than the others consistently for all objectives.

However, the results show that a residual waste solution based on Energy from Waste with CHP (option B) provides the greatest sustainability benefits in comparison to the other options, maximising performance against the waste hierarchy and minimising the landfill of biodegradable waste, while providing the greatest reduction of greenhouse gas emissions and also enabling the generation of renewable energy. It will also minimise the requirements for onward transport of process outputs. Whilst it does not offer a solution with the lowest total costs, it compares reasonably favourably to other options on cost.

The overall environmental burden will be reduced with option B, although not by as much as with autoclave (options E and F) or MBT (options C and D). Local emissions may give rise to environmental effects with all options, including effects on vegetation and ecosystems, but these could be minimised with autoclave or MBT technologies. However, the significance of any effects is strongly dependent on choice of location and on operational standards.

An option whereby waste is exported out of Herefordshire and Worcestershire to an EfW plant does not provide any benefits over and above those provided by EfW within the sub-region, and performs less well against a number of the appraisal objectives.

A solution involving autoclave technology will maximise performance against the waste hierarchy to a similar degree as EfW with CHP, while minimising the risk to the environment from emissions. However, autoclave performs less well against a number of other objectives including transport, climate change and energy generation.

Mechanical Biological treatment performs less well than either EfW or autoclave, and the effects vary depending on whether the output is burnt on- or off-site. However, like autoclave, it minimises the risk to the local environment from emissions.

Table 2.5 Significant Effects of Residual Treatment Options

Appraisal objectives	A: 1 site EfW	B: 1 site EfW with CHP	C: 2 site MBT (on site combustion)	D: 2 site MBT (off site combustion)	E: 1 site autoclave	F: 2 site autoclave	G: Out of county EfW	G2: Out of county EfW (sensitivity test)	Comments
Implement the waste hierarchy	++	+++	+	+	+++	+++	++	++	Options B, E and F perform best in terms of managing waste as high up the hierarchy as possible. Options C and D perform least well.
Reduce causes of climate change	+	+++	+	++	++	++	+	+	Option B makes the greatest contribution to reducing greenhouse gas emissions, with the largest net negative balance of all the options. Option G has a significant positive balance of greenhouse gas emissions, however all options are likely to reduce emissions of greenhouse gases from waste management, because of the increased levels of recycling and recovery involved.
Minimise landfill of biodegradable waste	+++	+++	+	+	++	++	+++	+++	Options A, B, G and G2 minimise the landfill of biodegradable waste. All options would meet the joint Herefordshire and Worcestershire LATS targets for 2020.
Reduce the need to travel	-	-	--	--	--	--	--	--	Options A and B require the smallest amount of waste transport, because they involve the smallest amount of onward transport of outputs to other destinations. Option F requires a relatively large amount of waste transport because of the large amounts of recyclate to be transported from more than one facility. NB current levels of waste transport are unknown, but all options are likely to increase waste transport because of the need for onward transport of process outputs.
Ensure disposal close to origin	+	+	+	-	n/a	n/a	-	-	Neither options D, G or G2 will ensure disposal of waste as close to its origin as practicable, as it will be exported out of the sub-region for combustion. NB this assumes the definition of disposal to include EfW.
Economic gain	+++	++	+	+	++	++	++	++	Option A has the lowest total cost and options C and D the highest. However, figures do not include any income generated as it is impossible to make reliable future predictions.
Promote renewable energy generation	0	++	+	0	0	0	0	0	Option B will qualify for more Renewables Obligation Certificates than option C. No other options will generate energy which qualifies, other than from landfill gas. However, this will reduce over time with the increased diversion which each option allows, and furthermore the eligibility of landfill gas for ROCs will also reduce.
Support energy generation from waste	++	+++	++	+++	+	+	++	++	Option D recovers the most energy, closely followed by option B. These two recover significantly more energy than the other options.
Protect and improve environmental quality	-	+	++	++	+++	+++	--	--	Options E and F make the largest contribution to improving environmental standards, as they produce the largest net reductions in aquatic ecotoxicity, eutrophication and acidification. Options C and D also have a relatively large net reduction in aquatic ecotoxicity and acidification, but increase eutrophication. Options A, G and G2 are net contributors to acidification as well as eutrophication.

Appraisal objectives	A: 1 site EFW	B: 1 site EFW with CHP	C: 2 site MBT (on site combustion)	D: 2 site MBT (off site combustion)	E: 1 site autoclave	F: 2 site autoclave	G: Out of county EFW	G2: Out of county EFW (sensitivity test)	Comments
Minimise local emissions	--	--	-	--	-	-	---	--	Options C, E and F produce the lowest levels of NO _x and PM ₁₀ s, minimising the emission of these key pollutants in the vicinity of waste facilities. Options D and G produce the highest levels of emissions.
Conserve and enhance biodiversity	--	--	-	--	-	-	---	--	Options C, E and F minimise emissions of nitrogen oxides, which in some parts of Herefordshire and Worcestershire are predicted to be above the standard for the protection of vegetation and ecosystems in 2010. Option G produces significantly higher levels of NO _x emissions than the other options, although not all of these will be emitted in Herefordshire and Worcestershire.

3.1 INTRODUCTION

This section sets out the results of the initial appraisal of the draft Headline Strategy as at 21 November 2008. It summarises the results of the assessment of principles, policies and targets, making a prediction of the likely effects of the draft strategy. Recommendations are made where appropriate for amendments to the strategy in order to mitigate the likely negative effects or maximising the opportunities for benefits.

3.2 APPRAISAL OF PRINCIPLES

3.2.1 Process

Government guidance recommends that the SEA should undertake a compatibility analysis between the aims of the draft Headline Strategy and the SEA appraisal objectives. This has been undertaken and the results are set out in detail in *Annex A* and summarised here.

The purpose of the exercise is to determine whether the objectives of the draft Headline Strategy will contribute to sustainable development, and to identify any potential incompatibilities between the principles of the strategy and sustainable development policy objectives. To do this, the principles have been compared with each of the SEA appraisal objectives and an assessment made of the likelihood that the draft Strategy will contribute to the achievement of each objective for sustainable development.

3.2.2 Results

There are a small number of incompatibilities between the principles of the draft Strategy and the appraisal objectives, although it is not recommended that any action is taken to address this. Specifically, reducing the landfill of biodegradable waste will reduce opportunities to generate energy from landfill gas. However, diversion from landfill should not be avoided because diversion gives rise to a number of benefits.

There are a number of areas of uncertainty arising out of the compatibility assessment. The main reason for this is that the appraisal objectives are more detailed and specific than the principles of the Strategy, which are expressed in more general terms. It is therefore not known whether or not there are likely to be specific sustainability impacts. It is only possible to make a meaningful appraisal by assessing the detailed policies and targets of the Strategy. Amendments to the overarching principles are therefore not recommended. The areas of uncertainty specifically relate to transport impacts, energy recovery, and specific environmental impacts including biodiversity, historic assets, landscape and other land-based assets.

There are a number of sustainability objectives which are not dealt with or affected in any foreseeable way by the strategic principles, but in each case the objectives are largely outside of the scope of the JMWMS and therefore no recommendations are made for additional principles to cover these objectives. These relate to design issues, Biodiversity Action Plan targets, the provision of decent and affordable housing, use of sustainable construction techniques, raising workforce skills and qualifications and restoration of landfill sites.

3.3 APPRAISAL OF POLICIES AND TARGETS

The detailed policies and their associated targets have been appraised against the framework of sustainable development objectives, taking into account the additional information provided in the supporting text as context to the policies. Results, policy by policy, are set out in *Annex B*.

The following symbols have been used to indicate the broad nature of the predicted effect:

+	Effect likely to be positive
-	Effect likely to be negative
0	No significant effect
?	Effect unknown
Ø	Not relevant

An assessment is also made of the significance of effects based on a number of criteria (see *Section 1.2.3*), and is indicated by colour:

	Not relevant
	No significance
	Medium significance
	High significance

A summary of the overall effects of implementing the draft Headline Strategy is set out in *Table 3.1*, and recommendations made for mitigating negative effects or maximising opportunities for benefits.

The full detailed results of the policy appraisal will be provided in the final version of this report which will accompany the consultation version of the draft Headline Strategy in February 2009.

Table 3.1 Summary of Significant Effects of Draft Headline Strategy

Appraisal objectives	Assessment	Mitigation
Promoting the waste hierarchy	+ The Strategy has a very strong commitment to promoting the waste hierarchy, with a range of policies and targets addressing all aspects of the hierarchy.	None
Reducing the causes of climate change	+ The Strategy has a clear commitment to reducing greenhouse gas emissions from waste management activities. It will achieve this through greater prevention, reuse, recycling and treatment, and by adopting a target for reducing emissions from waste collection. It will also reduce the landfill of biodegradable waste through prevention and recycling measures. It does not require energy generation from landfill gas, however this is already required by the Environment Agency unless there are exceptional circumstances.	None
Reducing traffic and transport	? Through increased waste prevention the Strategy will reduce the need for waste to be transported. However, increased recycling and treatment may result in greater amounts of waste transport overall as it will increase the tonnages of recyclables to be delivered to appropriate facilities, and also increases the onward transport of process outputs.	<p>The transport policy is still to be drafted, but should contain a commitment to minimising waste transport distances by the appropriate choice of location for facilities, and by promoting local recycling/composting capacity where this is practicable.</p> <p>Choices for location of facilities should take into account the potential impacts on waste transport, and waste transport should be minimised where practicable. Alternatives to road should be promoted.</p> <p>Bring facilities should be located close to centres of population and other local facilities.</p>
Encouraging business development	+ There is a clear commitment to working with other organisations such as the voluntary and community sectors and contractors in order to support markets for recycled products. The Strategy will also indirectly support business development by increasing the need for waste management facilities to be provided. It also encourages reuse and recycling by the commercial sector, although it is not clear whether this will be directed at waste producers or waste processors. The supporting text indicates that the councils will seek greater recycling by the commercial sector.	The strategy should give a clearer commitment to commercial sector engagement, both producers and processors. In particular, there should be a clear policy to promote increased recycling by commercial waste producers, as well as support and engagement with waste processors.
Participation in decision-making	0 The Strategy is unlikely to significantly affect public participation in decision-making, although this is largely outside its remit. However, adopting a transparent approach to performance monitoring may indirectly support community participation in decision-making by providing knowledge and information in support of that.	None
Promoting	+ Moving the management of waste up the waste hierarchy is likely to require new economic	The strategy should give a clearer commitment to

new technologies		enterprises in waste recycling and treatment within the counties and elsewhere. This may help to support the development of new methods of managing waste which will enable greater resource efficiency, and to make an economic gain from marketing recycled products. It may also allow LATS permits to be sold, enabling an economic gain to be made from the recovery and treatment of waste. The Strategy also encourages reuse and recycling by the commercial sector, although it is not clear whether this will be directed at waste producers or waste processors. If waste processors, then this may help to promote the development of new technologies.	commercial sector engagement, both producers and processors. In particular, there should be a clear policy to promote increased recycling by commercial waste producers, as well as support and engagement with waste processors.
Energy efficiency and generation	?	The Strategy commits to the waste hierarchy, including the promotion of energy recovery in preference to landfill. In addition, promoting greater waste minimisation will help to reduce the demand for energy for waste transport and processing. However, there is no other reference to the recovery of energy where practicable. In order to achieve the targets for recovery and to reduce CO ₂ emissions the strategy may promote energy recovery, although this is not explicit .	Include policy or supporting text to promote energy recovery wherever practicable, including from landfill gas.
Protecting natural resources	+/?	Promoting the waste hierarchy will help to promote more sustainable use of natural resources by reducing the demand for virgin materials and avoiding the need for extraction and processing. Greater minimisation, reuse and recycling may also help to reduce the risk of pollution in the vicinity of waste management facilities although this is more strongly dependent on operational standards. However, promoting recovery of resources from waste will require construction of new treatment facilities which are likely to be within Herefordshire and Worcestershire, which will increase emissions in the vicinity of facilities. The significance of the impacts of these emissions depends on local conditions and on operational standards. Some areas particularly within Bromsgrove and Wychavon have poor air quality that exceeds standards for NO _x for protection of vegetation and ecosystems.	Ensure that the location and design of waste treatment facilities takes account of local environmental conditions and prevents adverse impacts on air, water and soil.
Improving access to services	+	The Strategy contains a range of commitments which will improve the quality and accessibility of services, including waste minimisation, kerbside recycling and bring sites. Household Waste Sites are likely to provide improved facilities although their accessibility is unlikely to change. Implementing minimisation initiatives will also increase access to low-cost goods for disadvantaged individuals, groups, schools and charities. However, the Strategy also plans to restrict residual waste collection services which can be perceived as a reduction in service availability.	The strategy should commit to ensuring good accessibility to Household Waste Sites across the two counties, providing new sites where required.
Protecting landscape	?	Increasing recycling and recovery will require new waste management facilities to be constructed. These may have effects on landscape character, depending on where they are located and standards of design. However, this is principally a matter for planning and development control.	Ensure land use plans take account of landscape impacts in identifying locations for facilities and require high standards of design.
Conserving and	+/?	Reducing the need for landfill by implementing the waste hierarchy will help to reduce the risk of water pollution which may have local benefits for aquatic biodiversity, although this	Potential biodiversity sensitivities should be taken into account in selection of suitable sites, and EIAs should

enhancing biodiversity and geodiversity		is also dependent on operational standards. Increased home composting may help to increase garden biodiversity. However, developing new recycling and residual treatment capacity may have adverse impacts in terms of increased air emissions and landtake, although the significance of effects is unknown and dependent on locations and types of technology employed. Higher tonnages sent for recycling and treatment is also likely to increase emissions from waste transport, although this is unlikely to be significant in terms of transport overall in Herefordshire and Worcestershire. Some areas particularly within Bromsgrove and Wychavon have poor air quality that exceeds standards for NOx for protection of vegetation and ecosystems.	assess the impacts of air emissions and disturbance on biodiversity.
Protecting and improving health	+	By aiming to move waste management up the hierarchy, the strategy is likely to ensure any risks to human health are minimised by reducing the quantity of waste requiring disposal. New recycling and treatment facilities will need to be constructed, however exposure to risks is unlikely to be significant and it is primarily dependent on operational standards at individual facilities. Current pollution control techniques and standards should ensure that developments pose a very small or no risk to human health.	None
Promoting facilities within new developments	+	The Strategy explicitly seeks to provide minimisation and recycling facilities in new developments. This could incorporate bring sites, although this is not explicitly promoted by the policy.	Supporting text to policy 21 could promote the location of bring sites within larger developments. The Strategy could also seek the provision of facilities in commercial developments.
Raising skills and encouraging participation	+	Promoting more minimisation and recycling and improving the quality and accessibility of services will require the councils to encourage engagement in environmentally responsible activities, and this is actively promoted by the Strategy. In addition, by supporting reuse of goods and materials, the policy can make an indirect contribution to developing skills in product reconditioning and refurbishment. The adoption of sustainable procurement will help to promote more environmentally responsible activities by council staff, and potentially also by suppliers.	None
Protection of built and historic environment	?	Achieving the targets for recovery will require new treatment facilities to be constructed within Herefordshire and Worcestershire. It may also require new recycling and composting facilities including bring sites. New facilities and sites could have a detrimental effect on the historic environment and landscapes depending on where they are situated and standards of design and construction. However, this falls within the remit of planning and development control.	Ensure planning policy takes appropriate account of the historic environment in location and design and that sites and facilities do not negatively affect historic assets or their setting.
Efficient use of land-based assets	?	By reducing the landfill of waste, the policy will ensure the most efficient use of landfill space, which will help to protect land-based assets in the two counties. Increased recovery will require new facilities to be constructed but these will have a much smaller footprint than landfill sites. A new facility could have effects on land-based assets such as green belt or on use of previously developed land, but this depends on location and design which are principally a matter for planning and development control.	Ensure land use plans take account of the type and value of land in identifying locations for facilities and require high standards of design.

Reducing fly-tipping	?	By providing improved quality of some services such as at Household Waste Sites and to continue to provide bulky waste collections and promote their use, the Strategy may help to reduce the incidence of fly-tipping. Promoting awareness of waste issues may also indirectly help to reduce fly-tipping by changing attitudes to waste and its impacts. However, restricting residual waste collections may increase the incentive for householders to fly-tip waste.	The strategy should include measures to reduce fly-tipping, for example by making reference to such measures in supporting text.
Avoiding flood risk	?	Reducing the landfill of waste by increasing recovery will require new treatment facilities to be built. The location of this may affect flood risk depending on location and standards of design but this is a matter for planning and development control.	Ensure land use plans take account of flood risk in identifying locations for facilities and require high standards of design.

The Strategy has a very strong commitment to promoting the waste hierarchy, with a range of policies and targets addressing all aspects of the hierarchy. This will enable it to promote greater resource efficiency and to contribute to a reduction in greenhouse gas emissions from waste management activity, which will be partially reinforced by the adoption of a target for emissions from collection. As a component of the hierarchy, energy recovery will be promoted in preference to landfill, although no particular commitments are made to energy recovery in the Strategy.

In order to achieve the waste hierarchy, the Strategy will seek to improve access to waste services and promote greater public participation in environmentally responsible activities. It will also indirectly support business growth in the waste sector and the development of new resource-efficient technologies.

The effect of the Strategy on traffic and transport is unclear. Increased recycling and recovery could lead to greater waste transport distances, but the policy on transport is still to be drafted.

Promoting recovery of resources from waste will require construction of new facilities, particularly treatment facilities which are likely to be within Herefordshire and Worcestershire. This will increase emissions in the vicinity of facilities and may have effects on environmental and historic assets. The significance of these impacts is unknown and depends strongly on local conditions, on planning and development control and on operational standards, factors which are outside the scope of the JMWMS.

Annex A

Compatibility of Principles and Appraisal Objectives

INTRODUCTION

As recommended by government guidance, the principles of the draft Headline Strategy have been tested against the appraisal objectives to ensure compatibility with sustainable development objectives.

The strategic principles are set out in *Table A.2* and the results of the compatibility test in *Table A.3*.

Table A.2 *Summary of Principles*

Principle One	Meeting the challenge of climate change by viewing waste as a resource
Principle Two	Commitment to the waste hierarchy of which waste prevention is the top
Principle Three	Influencing Government, waste producers and the wider community
Principle Four	Continued commitment to re-use, recycling and composting
Principle Five	Minimising the use Of landfill
Principle Six	Partnership
Principle Seven	Monitoring and review
Principle Eight	Customer focus
Principle Nine	Value for money
Principle Ten	Consideration of social, environmental and economic impacts

Table A.3 Assessment of Strategic Objectives against SA Objectives

Key:
 ✓ Positive compatible
 ✖ Possible conflict
 ? Uncertain
 Ø Neutral

Objectives	Principles										Comments
	1	2	3	4	5	6	7	8	9	10	
1. Waste											
Manage the waste streams in accordance with the waste hierarchy, encouraging reuse and recovery addressing waste as a resource	✓	✓	✓	✓	✓	Ø	Ø	✓	Ø	Ø	
To minimise the production of waste generated	✓	✓	✓	Ø	Ø	Ø	Ø	✓	Ø	Ø	
2. Climate Change											
Reduce causes of and adapt to the impacts of climate change	✓	✓	✓	✓	✓	Ø	Ø	✓	Ø	?	Principle 10 states that environmental impacts will be considered together with social and economic impacts. The effect of this on greenhouse gas emissions is unclear.
Minimise biodegradable waste going to landfill	✓	✓	✓	✓	✓	Ø	Ø	✓	Ø	Ø	
Maximise opportunities to generate power from methane at landfill sites	?	✖	?	✖	✖	Ø	Ø	✓	Ø	Ø	Diversion of biodegradable waste from landfill will reduce opportunities, but diversion should not therefore be avoided.
3. Traffic & Transport											
To reduce the need to travel and move towards more sustainable travel patterns	?	✓	?	?	?	Ø	Ø	Ø	Ø	?	Transport will be reduced by minimisation but may increase with greater recycling and if waste is exported for treatment. Considering environmental impacts may or may not result in reduction of waste transport. Issue will be examined in more detail in the policies although the transport policy is yet to be drafted.
Ensure the disposal of waste as close to point of origin as practicable and promote transfer of waste by rail or water transport where appropriate	?	Ø	Ø	Ø	?	Ø	Ø	Ø	Ø	?	Exporting waste will not ensure its disposal close to its origin although environmental soundness will be taken into account and this should include consideration of transport impacts. Issue is examined in more detail in the residual options appraisal. Considering environmental impacts may or may not result in reduction of waste transport. Issue will be examined in more detail in the policies although the transport policy is yet to be drafted.
4. Growth with prosperity for all											
Develop a knowledge-driven economy, the infrastructure and skills base whilst ensuring all have access to the benefits urban and rural	Ø	Ø	Ø	Ø	Ø	✓	Ø	Ø	Ø	Ø	

Objectives	Principles										Comments	
	1	2	3	4	5	6	7	8	9	10		
To encourage business development within the waste sector to achieve Government targets for waste	∅	∅	∅	?	∅	✓	∅	∅	∅	∅		Aiming to achieve targets may indirectly encourage development of the waste sector in order to achieve the targets.
To encourage rural regeneration	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅		
5. Participation by all												
To provide opportunities for communities to participate in and contribute to the decisions that affect their neighbourhoods and quality of life, encouraging pride and social responsibility in the local community	∅	✓	✓	∅	∅	∅	∅	?	∅	∅		Designing systems around customers in order to meet their needs may involve their participation in decisions, although this is largely outside the remit of the JMWMS.
To provide opportunities for communities to participate in and contribute to waste planning decisions	∅	∅	∅	∅	∅	∅	∅	?	∅	∅		
6. Technology, innovation & inward investment												
Promote and support the development of new technologies of high value and low impact, especially resource efficient technologies and environmental technology initiatives	?	∅	✓	✓	✓	✓	✓	∅	∅	∅		Greater resource efficiency through improved waste management practices may indirectly help to promote the development of new technologies.
To make an economic gain from the recovery and treatment of waste streams wherever this is environmentally acceptable	✓	∅	∅	✓	✓	∅	∅	?	✓	✓		Seeking to deliver services at an affordable cost may indirectly help to promote economic gain from waste management where possible.
7. Energy												
Promoting energy efficiency and energy generated from renewable energy and low carbon sources	?	✓	∅	∅	?	∅	∅	∅	∅	?		Implementing the waste hierarchy may result in energy recovery, but this is not explicitly sought.
In accordance with waste hierarchy support the generation of energy from waste	?	✓	∅	∅	?	∅	∅	∅	∅	?		
8. Natural resources												
Protect and improve standards of air, water and soil quality ensuring prudent use of natural resources	✓	✓	✓	✓	✓	∅	∅	∅	∅	?		Environmental impacts will be considered holistically with economic and social impacts, which may or may not improve environmental quality.
Minimise the creation of dust, odour and noise and other pollutants in the vicinity of waste station / facilities	?	✓	∅	∅	✓	∅	∅	∅	∅	?		Environmental impacts will be considered holistically with economic and social impacts, which may or may not reduce emissions from facilities.
9. Access to services												
To improve the quality of and equitable access to local services and facilities, regardless of age, gender, ethnicity, disability, socioeconomic status or educational attainment	∅	✓	?	?	∅	∅	∅	✓	∅	∅		Aiming for increased recycling and composting should promote better access to services, although this is not explicitly sought.
To improve accessibility to kerbside recycling and Household Waste Sites	∅	✓	?	?	∅	∅	∅	✓	∅	∅		

Objectives	Principles										Comments	
	1	2	3	4	5	6	7	8	9	10		
10. Landscape												
Safeguard and strengthen landscape character and quality	?	∅	∅	∅	∅	∅	∅	∅	∅	∅	?	Environmental impacts will be considered holistically with economic and social impacts, which may or may not safeguard landscapes, although this is largely within the remit of planning and development control.
Encourage design that reduces visual intrusion and is sensitive to the local vernacular, as defined by the county landscape character assessment, county historic landscape characterisation and conservation area appraisals	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	Design issues are normally beyond the scope of principles for a MWMS.
11. Biodiversity / Geodiversity / Flora / Fauna												
To conserve and enhance biodiversity and geodiversity	?	∅	?	∅	?	∅	∅	∅	∅	∅	?	Increasing minimisation, recycling and composting may indirectly help to reduce pressures on biodiversity and geodiversity. Environmental impacts will be considered which may or may not ensure conservation and enhancement of biodiversity and geodiversity.
To assist in meeting Biodiversity Action Plan targets during the lifetime of the JMWMS	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	BAP targets are normally beyond the scope of principles for a MWMS.
12. Health												
To improve the health and well being of the population and reduce inequalities in health	✓	✓	∅	✓	✓	∅	∅	∅	∅	∅	?	Environmental and social impacts will be considered holistically with economic impacts, which may or may not help to improve health. Reduction of landfill through increased minimisation and recovery will help to minimise a potential source of health impacts.
To limit environmental impacts of waste treatment facilities on the local population including pest species at landfill sites	✓	✓	∅	✓	✓	∅	∅	∅	∅	∅	?	
To reduce respiratory diseases/allergy related illness	?	∅	∅	∅	?	∅	∅	∅	∅	∅	∅	Increased recovery has an uncertain effect on emissions and health. This is examined in more detail in the options appraisal.
13. Provision of housing												
Provide decent affordable housing for all, of all the right quality and tenure and for local needs, in clean, safe and pleasant local environments	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	Outside the remit of the JMWMS
Encourage the use of sustainable building technologies in new housing developments in particular the re-use of construction and demolition waste	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	Outside the remit of the JMWMS
Promote the provision of recycling facilities within new housing developments	∅	∅	∅	?	∅	∅	∅	?	∅	∅	∅	Increased recycling and ensuring services meet customer needs may indirectly help to promote the provision of facilities in new housing developments, but this is not inevitable.
14. Learning and skills												

Objectives	Principles										Comments	
	1	2	3	4	5	6	7	8	9	10		
To raise the skills level and qualifications of the workforce	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	?	Considering the business case in waste management may indirectly help to promote better workforce skills/qualifications, but this is not certain.
To encourage engagement in community/environmentally responsible activities	∅	✓	✓	✓	∅	✓	✓	✓	∅	∅		
15. Cultural heritage, architecture and archaeology												
Conserve and enhance the architecture, cultural and historic environment heritage and seek well designed, resource efficient, high quality built environment in new development proposals	?	∅	∅	∅	?	∅	∅	∅	∅	∅	?	Considering environmental impacts may or may not result in conservation of assets.
Promote design concepts for new buildings that are informed by the local vernacular	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	Design issues are normally beyond the scope of principles for a MWMS.
The siting of new waste management facilities should not have a detrimental effect on the setting and <i>in situ</i> conservation of historic buildings, areas, landscapes or archaeological remains	?	∅	∅	∅	✓	∅	∅	∅	∅	∅	?	Considering environmental impacts may or may not result in conservation of assets.
16. Material assets												
Ensure efficient use of land through safeguarding of mineral reserves, the best and most versatile agricultural lands, lands of green belt value, maximising use of previously developed land and reuse of vacant buildings, where this is not detrimental to open space, biodiversity interest or the historic environment	∅	∅	∅	∅	?	∅	∅	∅	∅	∅	?	Considering environmental impacts may or may not result in efficient use and conservation of land-based assets.
To support the reuse of construction materials	∅	∅	✓	∅	∅	∅	∅	∅	∅	∅	∅	
To protect land from contamination arising from waste	✓	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	
To restore landfill sites to amenity purposes.	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	Outside the scope of the JMWMS
17. Crime												
Reduce crime, fear of crime and antisocial behaviour	∅	∅	?	∅	∅	∅	∅	?	∅	?		Increased awareness, customer focus and consideration of social impacts may indirectly help to reduce fly-tipping incidents, although this is not explicitly sought.
Reduce the number of fly tipping incidents	∅	∅	?	∅	∅	∅	∅	?	∅	?		
18. Flooding												
Ensure inappropriate development does not occur in high risk flood areas and does not adversely contribute to fluvial flood risks or contribute to surface water flooding in all other areas	∅	∅	∅	∅	?	∅	∅	∅	∅	∅	?	Consideration of environmental, social and economic impacts and exporting where environmentally sound may indirectly help to avoid pressures to develop in flood risk areas, although this is not inevitable.
Ensure development does not occur in flood risk areas	∅	∅	∅	∅	?	∅	∅	∅	∅	∅	?	

Annex B

Summary Assessment of Policies

Table B.1 Detailed Assessment of Policies

Key:

+	effect likely to be positive		Not relevant
-	effect likely to be negative		No significance
0	no significant effect		Medium significance
?	effect unknown		High significance
∅	not relevant		

Appraisal objectives	Policies																						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
1. Waste <ul style="list-style-type: none"> Manage the waste streams in accordance with the waste hierarchy, encouraging reuse and recovery addressing waste as a resource To minimise the production of waste generated 	+	∅	+	+	+	∅	∅	+	+	+	+	+	+	+	+	+	+	+	∅	+	+	∅	+
2. Climate Change <ul style="list-style-type: none"> Reduce causes of and adapt to the impacts of climate change Minimise biodegradable waste going to landfill Maximise opportunities to generate power from methane at landfill sites 	+	∅	+	+	+	∅	+	+	+	+	+	+	+	+	+	+	+	+	∅	+	+	∅	+
3. Traffic & Transport <ul style="list-style-type: none"> To reduce the need to travel and move towards more sustainable travel patterns Ensure the disposal of waste as close to point of origin as practicable and promote transfer of waste by rail or water transport where appropriate 	?	∅	?	?	0	∅	+	?	+	+	+	0	?	?	?	?	?	?	∅	?	?	∅	?
4. Growth with prosperity for all <ul style="list-style-type: none"> Develop a knowledge-driven economy, the infrastructure and skills base whilst ensuring all have access to the benefits urban and rural To encourage business development within the waste sector to achieve Government targets for waste To encourage rural regeneration 	+	∅	+	+	+	∅	∅	+	0	0	0	+	+	0	+	+	+	+	∅	?	∅	∅	0

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Appraisal objectives	Policies																						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
5. Participation by all <ul style="list-style-type: none"> To provide opportunities for communities to participate in and contribute to the decisions that affect their neighbourhoods and quality of life, encouraging pride and social responsibility in the local community To provide opportunities for communities to participate in and contribute to waste planning decisions 	0	∅	?	0	∅	+	∅	0	0	0	0	∅	0	∅	∅	∅	∅	0	∅	∅	∅	∅	0
6. Technology, innovation & inward investment <ul style="list-style-type: none"> Promote and support the development of new technologies of high value and low impact, especially resource efficient technologies and environmental technology initiatives To make an economic gain from the recovery and treatment of waste streams wherever this is environmentally acceptable 	+	+	+	+	+	∅	∅	+	0	0	+	0	+	+	+	+	+	+	∅	?	0	∅	+
7. Energy <ul style="list-style-type: none"> Promoting energy efficiency and energy generated from renewable energy and low carbon sources In accordance with waste hierarchy support the generation of energy from waste 	+/?	∅	0	0	0	∅	?	0	+	+	+	0	?	0	0	?	?	∅	∅	∅	∅	∅	?
8. Natural resources <ul style="list-style-type: none"> Protect and improve standards of air, water and soil quality ensuring prudent use of natural resources Minimise the creation of dust, odour and noise and other pollutants in the vicinity of waste station / facilities 	+	∅	+	+	+	∅	∅	+	+	+	+	+	+	+	+	+/?	+/?	+	∅	+	+	∅	+
9. Access to services <ul style="list-style-type: none"> To improve the quality of and equitable access to local services and facilities, regardless of age, gender, ethnicity, disability, socioeconomic status or educational attainment To improve accessibility to kerbside recycling and Household Waste Sites 	+	∅	+	+	∅	∅	∅	+/?	+	∅	∅	+	+	+	+	∅	+	+/?	∅	+	+	∅	0
10. Landscape <ul style="list-style-type: none"> Safeguard and strengthen landscape character and quality Encourage design that reduces visual intrusion and is sensitive to the local vernacular, as defined by the county landscape character assessment, county historic landscape	?	∅	∅	?	∅	∅	∅	∅	∅	∅	∅	∅	?	0	0	?	?	∅	∅	∅	∅	∅	0

Appraisal objectives	Policies																						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
characterisation and conservation area appraisals																							
11. Biodiversity / Geodiversity / Flora / Fauna <ul style="list-style-type: none"> To conserve and enhance biodiversity and geodiversity To assist in meeting Biodiversity Action Plan targets during the lifetime of the JMWMS 	+/?	∅	∅	+/?	∅	∅	+	∅	∅	+	0	∅	+/?	∅	∅	+/?	+/?	∅	∅	∅	∅	∅	0
12. Health <ul style="list-style-type: none"> To improve the health and well being of the population and reduce inequalities in health To limit environmental impacts of waste treatment facilities on the local population including pest species at landfill sites To reduce respiratory diseases/allergy related illness 	+	∅	∅	+	∅	∅	∅	+	+	+	0	0	+/0	0	0	+	+	0	∅	0	0	∅	+
13. Provision of housing <ul style="list-style-type: none"> Provide decent affordable housing for all, of all the right quality and tenure and for local needs, in clean, safe and pleasant local environments Encourage the use of sustainable building technologies in new housing developments in particular the re-use of construction and demolition waste Promote the provision of recycling facilities within new housing developments 	∅	∅	∅	∅	∅	∅	∅	0	∅	0	∅	∅	∅	?	∅	∅	∅	∅	∅	∅	∅	+	∅
14. Population 1 (Learning and skills) <ul style="list-style-type: none"> To raise the skills level and qualifications of the workforce To encourage engagement in community/environmentally responsible activities 	+	∅	+	+	+	∅	∅	+	+	+	∅	+	+	+	+	+	+	+	+	+	+	∅	0
15. Cultural Heritage, architecture and archaeology <ul style="list-style-type: none"> Conserve and enhance the architecture, cultural and historic environment heritage and seek well designed, resource efficient, high quality built environment in new development proposals Promote design concepts for new buildings that are informed by the local vernacular <p>The siting of new waste management facilities should not have a detrimental effect on the setting and in-situ conservation of historic buildings, areas, landscapes or archaeological remains</p>	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	?	?	0	?	?	∅	∅	∅	∅	∅

Appraisal objectives	Policies																						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
16. Material Assets <ul style="list-style-type: none"> • Ensure efficient use of land through safeguarding of mineral reserves, the best and most versatile agricultural lands, lands of green belt value, maximising use of previously developed land and reuse of vacant buildings, where this is not detrimental to open space, biodiversity interest or the historic environment • To support the reuse of construction materials • To protect land from contamination arising from waste • To restore landfill sites to amenity purposes. 	∅	∅	∅	∅	?	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	?	+	∅	∅	∅	∅	∅	∅
17. Population 2 (Anti social behaviour, crime, litter and graffiti) <ul style="list-style-type: none"> • Reduce crime, fear of crime and antisocial behaviour • Reduce the number of fly tipping incidents 	∅	∅	∅	∅	∅	∅	∅	?	∅	∅	∅	+	∅	∅	∅	?	∅	∅	?	∅	∅	∅	∅
18. Flooding <ul style="list-style-type: none"> • Ensure inappropriate development does not occur in high risk flood areas and does not adversely contribute to fluvial flood risks or contribute to surface water flooding in all other areas • Ensure development does not occur in flood risk areas 	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	∅	?	?	∅	∅	∅	∅	∅

Achievements so far

1.0 Since the Strategy was adopted in November 2004 we have:

- Stopped the growth in waste arisings in the two counties – waste is now starting to decline;
- Increased the active participation of our communities in more sustainable waste management with greater numbers of households recycling regularly each week and dealing with their waste at home by composting and shredding.
- Achieved 2005/6 Statutory Performance Standards for recycling/composting in Worcestershire, Herefordshire, Bromsgrove, Malvern and Wyre Forest.
- Achieved Statutory Performance Standards for recycling/composting in 2006/07 and 2007/08 in all authorities;
- Improved our recycling/composting and landfill diversion performance year on year;
- Diverted waste away from landfill by utilising regional Energy from Waste plants;
- Increased average recycling performance at Household Recycling Centres to over 69%;
- Continued to invest in infrastructure;
- Obtained planning permission to construct a Commingled Materials Recycling Facility ('EnviroSort');
- Obtained planning permission to construct autoclave facilities;
- Introduced an alternate weekly wheeled bin collection of residual and commingled recyclables (the 'Vision') in Redditch and Worcester and significantly increased recycling rates;
- Introduced an alternate week wheeled bin collection of residual and green waste and an alternating collection of kerbside sorted recyclable material in Bromsgrove, achieving a 41% recycling and composting rate.
- Won a prestigious National Green Award in 2006 for the "Mission Impossible" Action Pack;
- Achieved 'Beacon' Council status for Sustainability in Worcestershire;
- Won a Green Apple Award in 2007 for Malvern Hills' Recycling for Schools scheme;
- Sold over 79,000 low cost compost bins have been sold across the two counties since 2004;
- Established the Social Enterprises in Waste and Recycling Forum to work in partnership with the community and voluntary sector;
- Continued to work with WRAP (Waste Resources Action Programme) and utilise other government initiatives to improve services provided for our residents;

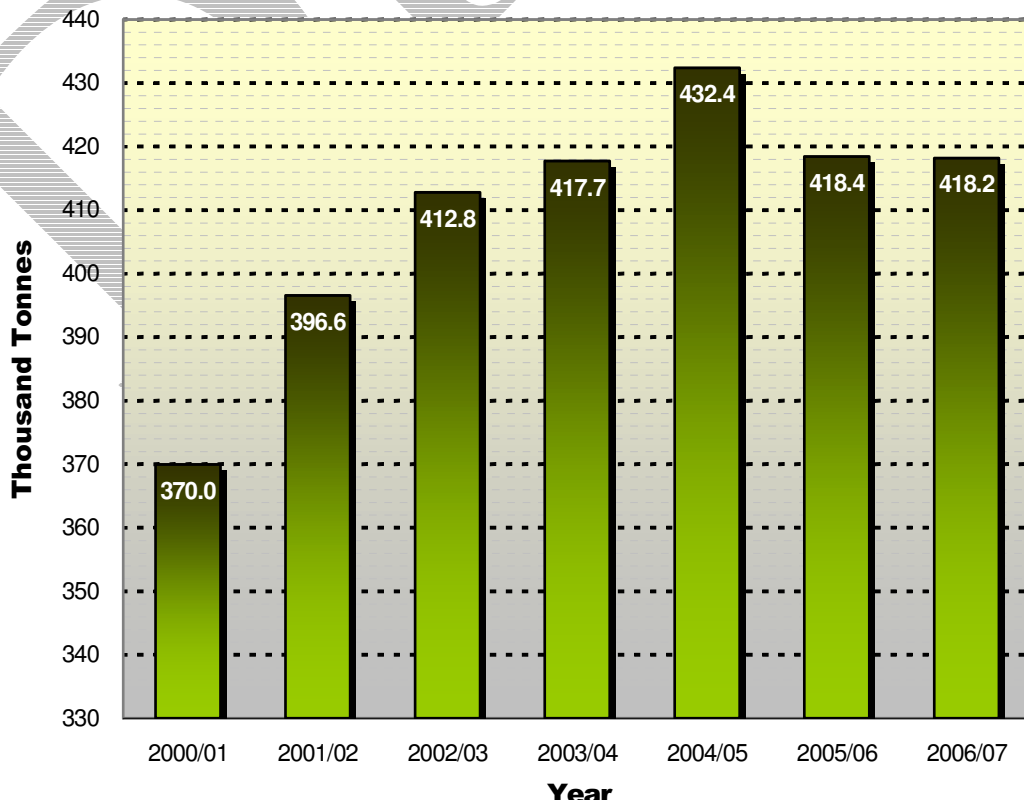
- Landfilled less than our combined allowances under the Landfill Directive for 2005/06 and 2006/07;
- Improved recording of waste data through the Waste Data Flow information system;
- Established 209 Eco-schools within Worcestershire and 92 within Herefordshire;
- Established recycling collections in around 250 schools across Herefordshire and Worcestershire.
- Completed a waste composition analysis during 2007 to enable us to target publicity and collection schemes to certain waste streams in the future.

2.0 Waste Growth

2.1 The Government states that waste growth nationally has grown significantly less than GDP since 2000. Municipal waste increased at about 3.5% per year up to the millennium, but average growth over the past five years has been less than 0.5% per annum.

2.2 From 2000/01 municipal waste continued to grow in Herefordshire and Worcestershire at an annual average growth rate of 4.22% per annum. Waste growth peaked in 2004/05 and since the strategy was launched, there has been a reduction of 3.29% over 2005/06 and 2006/07, equating to an annual **decrease** of 1.64%. 2.3 **Figure 3.1** below shows municipal waste growth/reduction across the two counties over the last seven years.

2.3 **Figure 3.1 Graph showing Municipal Waste Growth/Reduction from 2000/01 to 2006/07 and 2007/08**



- 2.4 These considerable year on year increases to 2004/05 can be attributed to a number of factors including:
- The growth in the number of households: between 2000 and 2006 the number of households in Worcestershire grew at 2.2% from 226,000 to 231,000, whereas in Herefordshire the growth rate was 11.6%, from 69,000 to 77,000;
 - The continued growth in economic prosperity and changing lifestyles, resulting in an increase in the waste being produced by the average household;
 - The introduction of the Landfill Tax by the Government in 1996 may have resulted in more commercial waste being diverted into the municipal waste stream.
- 2.5 As a result of the waste prevention measures introduced as part of the Strategy in 2004, the growth in municipal waste arisings in the two counties has stopped and waste is now starting to decline.
- 2.6 Other statistical key data relating to waste management Best Value Performance Indicators for the two counties for 2000/01, 2001/02, 2002/03, 2003/04, 2004/05, 2005/06 and 2006/07 are shown in Appendix 1.
- 2.7 Disposal points for all municipal waste and recyclables collected by the Authorities are shown in Appendix 2.

3.0 Partnerships

- 3.1 Partnership working has been established as one of the main principles upon which this Strategy is built. The Authorities are continuing to work together to deliver more sustainable and cohesive waste management services across the counties and to implement this Strategy. A Joint Members Waste Forum (now called the Joint Members Waste Resource Management Forum) was established in October 2001. This Forum oversees the review and implementation of the Joint Municipal Waste Management Strategy. The Forum is supported by an Officers Group and a number of sub groups that meet to develop specific policies and projects. These groups meet regularly to share best practice and also maintain close links with other departments having related responsibilities such as Street Scene, Environmental Health, Planning and Trading Standards.
- 3.2 All Local Authorities have dialogue and work with other interest groups such as Parish Councils, statutory bodies such as the Police and Fire Service, the Environment Agency, DEFRA and other Government departments.
- 3.3 Contractors are also considered to be partners in developing the best waste management systems to implement this Strategy.
- 3.4 The Counties have developed closer working relationships with neighbouring County Councils including Warwickshire and Shropshire to share good practice around publicity and awareness raising and to carry out joint campaigns.
- 3.5 The authorities have worked in partnership with the local PCT to set up a sharps 'take back' scheme to reduce the risk of sharps being disposed of with other household waste.

4.0 Performance monitoring and meeting our targets

4.1 Monitoring reports on performance against strategy targets are reported to all of the Joint Members Waste Resource Management Forum meetings. These regular updates allow the Forum to check on performance. The Partnership's performance since the start of the Strategy against all targets is outlined below.

4.1.1 **Target 1 – To achieve Government Targets for recycling and composting of domestic waste by the end of 2003/04, 2005/06, 2010/11 and 2015/16 as a minimum.**

Authority	2004/5	2005/6	2006/7	2007/8
Bromsgrove District Council	24.21	40.57	41.23	43.41
Malvern Hill District Council	21.50	23.68	25.29	25.50
Redditch Borough Council	15.92	17.04	20.51	32.00
Worcester City Council	17.20	19.89	26.21	33.00
Wychavon District Council	15.15	19.10	21.90	23.75
Wyre Forest District Council	24.30	25.00	28.00	29.00
Worcestershire County Council	23.83	31.37	33.58	38.01
Herefordshire Council	21.72	25.61	28.39	30.50

4.1.2 **Target 2 – To reduce the kg/head collected/disposed to 2001/02 levels by March 2006 and then for the life of the Strategy.**

Authority	Target	2004/5	2005/6	2006/7	2007/8
Bromsgrove District Council	405.90	409.87	468.79	424.23	434.00
Malvern Hill District Council	323.00	312.00	313.00	319.88	318.00
Redditch Borough Council	436.00	415.00	414.00	408.00	375.00
Worcester City Council	357.00	362.00	355.80	349.00	327.00
Wychavon District Council	405.76	382.50	354.40	362.60	365.00
Wyre Forest District Council	402.00	360.70	356.10	354.00	353.00
Worcestershire County Council	532.00	542.00	526.29	517.96	495.00
Herefordshire Council	493.70	528.03	506.00	528.00	496.00

4.1.3 **Target 3 – By 31 March 2005 the Local Authorities will provide a household or kerbside recycling collection to % of their properties as shown in the table below:**

Authority	Target	2004/5	2005/6	2006/7	2007/8
Bromsgrove District Council	90	92.63	91.84	94.12	94.00
Malvern Hill District Council	100	100.00	100.00	100.00	100.00
Redditch Borough Council	92	67.00	83.00	93.97	96.00
Worcester City Council	96	95.20	95.30	95.20	96.00
Wychavon District Council	94	94.00	94.00	94.00	94.00
Wyre Forest District Council	84	81.40	97.50	88.40	99.00
Herefordshire Council	59	60.28	60.28	70.00	72.00

4.1.4 **Target 4 – The Local Authorities within Herefordshire and Worcestershire will continue to promote and encourage participation in the household collection of recyclables to achieve 75% active participation by 2006.**

Authority	2004/5	2005/6	2006/7	2007/8
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Bromsgrove District Council	80.52	80.52	80.52	81.00
Malvern Hill District Council	74.00	74.00	83.50	84.00
Redditch Borough Council	69.00	68.00	64.00	75.00
Worcester City Council	45.30	59.40	88.10	96.00
Wychavon District Council	69.70	70.00	77.28	70.00
Wyre Forest District Council	85.00	85.00	85.00	80.00
Herefordshire Council	64.00	65.00	68.00	70.00

4.1.5 **Target 5 – A minimum of 50% of all waste deposited at Household Waste Sites will be recycled/composted by 2005/06 and 55% by 2010/11.**

Authority	2005/6	2006/7	2007/8
Worcestershire County Council	53.32	65.83	63.68
Herefordshire Council	61.25	67.15	66.67

4.1.6 **Target 6 – By 2015 or earlier if practicable, a minimum of 33% of waste to be recycled and/or composted, 45% of waste to be recovered, with a maximum of 22% to be landfilled as per the Best Practicable Environmental Option for Herefordshire and Worcestershire.**

Disposal Route	2007/8
Recycling and Composting	37.56
Recovery	46.89
Landfilled	56.11

4.1.7 **Target 7 – To achieve the requirements of the Household Waste Recycling Act 2003 by 31st December 2010.**

We are currently on track to meet this target.

4.1.8 **Target 8 – The Authorities will work together to achieve the Landfill Directive targets for 2009/10, 2012/13 and 2019/20.**

We are currently on track to meet the 2009/10 target.

5.0 **Infrastructure Investment through the PFI Integrated waste management contract**

5.1 Since the Contract has been signed considerable progress has been made in providing additional and improving existing infrastructure across the two counties. This has included the construction of:

- Transfer and Bulking Stations;
- New Bulking Bays for recyclable materials;
- Two Materials Reclamation Facilities (MRFs);
- Refurbishment of two existing Transfer Loading Stations;
- Refurbishment and relocation of a Transfer Loading Station and Household Waste Site;
- Refurbishment of 11 Household Waste Sites;

- In addition to this, considerable capital investment has been made in vehicles, plant and the green waste composting site and the landfill site at Hill & Moor near Pershore;
- Improved access road to landfill site has enabled improved household waste site availability.

6.0 Material Reclamation Facilities (MRFs) and Bulking Facilities

- 6.1 MRFs to deal with pre-sorted recyclables are located at Hill & Moor near Pershore and Rotherwas in Hereford. In line with the Strategy and the move to the Core Collection Service, which requires the treatment of commingled recyclables, the EnviroSort facility is now under construction in South Worcestershire.
- 6.2 Five bulking facilities for recyclables are located in Bromsgrove, Hill & Moor, Kidderminster, Redditch and Rotherwas, Hereford.

7.0 Transfer Loading Stations

- 7.1 There are currently three compaction style Transfer Loading Stations located within the counties; two in Herefordshire, at Rotherwas in Hereford and at Leominster, and one in Worcestershire, at Redditch. A Transfer and Bulking Station has been built in Bromsgrove to handle the demountable body refuse collection system.

8.0 Household Waste Sites

- 8.1 Sixteen Household Waste Sites are provided across the counties. As well as providing householders somewhere to take their larger waste items free of charge, these local facilities already contribute significantly to the amount of waste recovered in the counties for recycling and composting.

9.0 Centralised Composting Sites

- 9.1 A green waste centralised composting site is already operational at Hill & Moor near Pershore. Green waste collected by Bromsgrove District Council and collected at the Household Waste Sites is taken for processing in windrows and is converted into a soil conditioner which is then offered for sale at the sites, closing the recycling loop. We are currently using additional 3rd party green waste composting sites but there are plans to build a centralised composting site in Herefordshire.

10.0 Bring Recycling Sites

- 10.1 A significant amount of the recyclable material collected in Herefordshire and Worcestershire continues to be recycled through the Bring Recycling Sites that are located across the two counties. Glass, paper and card, textiles, cans and other materials like shoes and books can be recycled at the bring sites. These sites rely on the public taking their materials to them and they are frequently located in car parks near to local shops and amenities.

11.0 Waste Prevention Projects, Awareness Raising And Publicity

- 11.1 In recognising that Herefordshire's and Worcestershire's waste affects all residents, the Authorities have been working together on waste prevention, reduction, re-use and recycling schemes and to promote initiatives at public events.
- 11.2 "Mission Impossible" has been developed as our local brand to call people to action and give practical advice on how to reduce, re-use and recycle. A dedicated 'Mission Impossible' website has also been developed. Extensive media campaigns are run through both Counties, incorporating billboards, bus advertising, radio and TV.
- 11.3 Since 2004 the Authorities have worked in partnership with WRAP on its home composting initiative and before this had promoted home composting for a number of years. As part of the WRAP scheme, over 79,000 low cost compost bins have been sold. Promotion has been through the employment of dedicated composting advisors, compost clinics, and through a 'Master Composter' scheme using volunteers to promote home composting and give advice. In addition to this we promote the use of home garden waste shredders, the output of which can be used as a mulch or to make better compost.
- 11.4 Each year in the UK we throw away about one third of the food we buy and at least half of this food could have been eaten. In the UK, the vast majority of food waste ends up in landfill. As food rots in landfill it can produce methane, one of the most potent greenhouse gases and a significant contributor to climate change. When we throw food away, we also waste all the carbon generated as it was produced, processed, transported and stored. Apart from the damage to the environment, throwing away food that could have been eaten is also a considerable waste of money. WRAP's figures suggest each week a typical household throws away between £4.80 and £7.70 of food that could have been eaten: this equivalent to £250 - £400 a year or £15,000 - £24,000 in a lifetime. A food waste reduction initiative, "Love Food, Hate Waste", developed by WRAP, is now in place and the authorities are supporting this initiative.
- 11.5 In some areas a low cost green waste home shredding service is being provided.
- 11.6 Herefordshire Council and Worcestershire County Council have researched and developed the concept of promoting kitchen food waste disposers (FWD) as a viable solution to disposing of food waste. A 'cash back' scheme for the purchase and installation of a FWD has been devised as an incentive for householders and property developers. We see this as a complimentary project to home composting and an option for those residents who are not able/do not wish to compost.
- 11.7 In 2007 a campaign to reduce unsolicited (junk) mail was launched. The 'Jilt the Junk Mail' project encourages people to register with the Mailing Preference Service and Royal Mail's Door to Door service in a bid to help them reduce the amount of unsolicited mail that they receive.
- 11.8 Awareness of using 'real' nappies has been raised throughout the counties through a series of campaigns, working in partnership with 'real' nappy companies and the social enterprise sector. A "real" nappy incentive scheme has been devised.
- 11.9 As part of the introduction of household and kerbside collections of recyclables, all authorities have worked together to use standard imagery, where practicable to

give a consistent message and image linking in with WRAP's 'Recycle Now' campaign.

- 11.10 The authorities were also successful in gaining funding through DEFRA's Household Incentive Pilot Scheme (HIPS) in 2005 to explore ways of incentivising people to recycle more materials more often.
- 11.11 Good media relationships have been established by all Local Authorities in promoting waste awareness and recycling.
- 11.12 The Mission Impossible action pack, delivered to all households across the counties, won a national 'Green Award' in November 2006.
- 11.13 The authorities undertake awareness raising and education work in schools on the theme of waste prevention, recycling and composting.

12.0 Third Sector

- 12.1 In recognising the important role that the third sector has to play in delivering sustainable waste management, Herefordshire Council and Worcestershire county council have employed a dedicated re-use officer to work with this sector to share good practice and co-ordinate joint working where possible.
- 12.2 Through providing low cost furniture and appliances, third sector organisations not only provide environmental benefits but a range of social benefits including supporting low income families, employment and training opportunities.
- 12.3 A local forum of voluntary and community organisations ('Social Enterprises Involved in Waste and Recycling') has been established since July 2005 to work in partnership with the local authorities to develop re-use and recycling initiatives. Consultation with the sector has resulted in reuse credits being paid for items diverted from disposal and a stronger and effective partnership has been established with this sector, for example in promoting the work that they do, including design, production and printing of promotional literature.
- 12.4 The Third Sector are actively involved at many local bring sites, particularly in relation to clothing, footwear and book re-use and recycling. This builds on the extensive re-use facilities through the network of well established charity shops.

13.0 Enforcement

- 13.1 The Clean Neighbourhoods and Environment Act 2005 has provided local authorities increased powers to take enforcement action in order to manage waste. Consequently some authorities have increased levels of resources in this area for example Malvern Hills' Street Scene Team, Community Support Officers funded by Worcester City Council and dedicated enforcement officers employed by Redditch Borough Council and Wychavon District Council.
- 13.2 The authorities are taking an increasingly proactive approach in the use of these powers for ensuring that waste is treated correctly. The issuing of Fixed Penalty Notices for littering, permit schemes at Household Waste Sites and investigation into fly-tipping resulting in fines or prosecution, are being used as valuable tools in achieving better environmental management.

GLOSSARY OF TERMS

Anaerobic Digestion (AD) – a waste treatment process where biodegradable material is encouraged to break down in the absence of oxygen. It produces methane and soil improver.

Best Practicable Environmental Option (BPEO) – a process carried out by the Planning Authority to determine the option that provides the most benefits or least damage to the environment as a whole, at acceptable cost, over the longer term as well as the short term for waste management.

Best Value – The Local Government Act 1999 places a duty on local authorities to deliver services by the most effective, economic and efficient means available.

Best Value Performance Indicators – A number of key indicators used to monitor Local Authority performance.

Biodegradable Waste – waste that will decompose over time through the action of bacteria, fungi or algae, with or without oxygen.

Bring Recycling Centres – sites for recycling bottles and jars, paper and textile banks, often situated in car parks and lay-bys.

Bulky Waste – generally any item which does not fit, or cannot be fitted, into a typical domestic dustbin.

Centralised Composting – large-scale composting site which handles garden waste from Household Waste Sites and green waste household collection schemes. Shredded waste is placed in elongated heaps, called windrows, normally outdoors. The windrows are turned mechanically to periodically aerate the composting waste. The process takes at least 16 weeks, at the end of which the compost represents about half the weight of the input material.

Civic Amenity Sites – now referred to as Household Waste Sites.

Clinical Waste – also known as healthcare waste, it is waste arising from medical, nursing, dental, veterinary, pharmaceutical or similar practices, which may present risks of infection.

Commercial Waste – waste arising from premises which are used wholly or mainly for trade or business, sport, recreation or entertainment. The full definition can be found in the Controlled Waste Regulations 1992.

Composting – an aerobic (in the presence of air) biological process in which organic wastes, such as garden and kitchen waste, are converted into a material which can be applied to land to improve soil structure and enrich the nutrient content.

DEFRA – Department for the Environment, Food and Rural Affairs.

DTI – Department of Trade and Industry

Energy from Waste – the combustion of waste under controlled conditions in which the heat released is recovered to provide hot water and steam (usually) for electricity generation.

Environment Agency – established in April 1996, combining the functions of the former local waste regulation authorities, the National Rivers Authority and Her Majesty's Inspectorate of Pollution. Intended to promote a more integrated approach to waste management and consistency in waste regulation. The Agency also conducts national surveys of waste arisings and waste facilities.

Gasification – a process where waste is heated by a low-oxygen atmosphere to generate a low heat content gas for burning in an engine or turbine.

Home Composting – compost can be made at home using a traditional compost heap, a purpose designed container or a wormery.

Household Waste – this includes waste from household collection rounds, waste from services such as street sweepings, bulky waste collection, litter collection, hazardous household waste collection and separate garden waste collection, waste from civic amenity sites and wastes separately collected for recycling or composting through bring or drop-off schemes, kerbside schemes and at civic amenity sites.

Household Waste Sites – sometimes described as Civic Amenity Sites, these are places provided by the Unitary and County Councils where the public can dispose of their own household waste, free of charge. The waste they receive generally consists of bulky items such as beds, cookers and garden waste as well as materials intended for recycling.

Incineration – more properly known as mass-burn incineration, is the controlled burning of waste, either to reduce its volume or its toxicity. Energy recovery from incineration can be made by utilising the calorific value of paper, plastic, etc to produce heat or power. Current flue-gas emission standards are very high. Ash residues still tend to be disposed of to landfill.

Integrated Waste Management – involves a number of key elements, including: recognising each step in the waste management process as part of a whole; involving all key players in the decision making process; and utilising a mixture of waste management options within the locally determined sustainable waste management system.

Kerbside Collection – any regular collection of recyclables from households.

Landfill Directive – adopted by the Member States during 1999, is intended to reduce the environmental effect of the landfilling of waste by introducing uniform standards throughout the European Union. The main objectives are to stimulate recycling and recovery of waste, and to reduce emissions of methane (a powerful greenhouse gas). The Directive requires the UK to reduce the proportion of biodegradable municipal solid waste going to landfill to 35% (by weight) of the 1995 level by 2020.

Landfill with Energy – a landfill site which harnesses the methane generated within the site and turns this into electricity through generators.

Landfill Sites – are areas of land in which waste is deposited. Landfill sites are often located in disused quarries or mines. In areas where there are limited or no ready-made voids, the practice of land-raising is sometimes carried out, where waste is deposited above ground and the landscape is contoured such as at Hill & Moor near Pershore.

Landfill Tax – introduced in October 1996, this tax is levied on landfill operators with the explicit environmental objective of reducing the UK's reliance on landfill as a means of disposal. Increased to £12 a tonne from April 2001, the level of tax will escalate by £1 a tonne until it reaches £15 from April 2004. There are no official indications of future levels beyond that date.

LDA – Large Domestic Appliance, e.g. washing machine or cooker.

Materials Reclamation Facility (MRF) – a specialised building which separates, processes and stores recyclable materials which have been.

Municipal Waste – is household waste and any other wastes collected or managed by either a Waste Disposal Authority or a Waste Collection Authority in carrying out their duties. It is mainly comprised of “dustbin” waste and waste received at the Household Waste Sites, but also includes street cleansing waste, waste resulting from the clearance of fly tipped material and any commercial and industrial waste for which the Waste Collection Authority takes responsibility.

Proximity Principle – the proximity principle (as applied to wastes) is that they should be treated or disposed of as near to their place of origin as possible so as to minimise the distance that they are moved.

Pyrolysis – a process where waste is heated to high temperature in the absence of oxygen to produce a secondary fuel product.

Recovery –.

Recyclables – materials that can be recycled.

Recycling – involves the reprocessing of wastes, either into the same product or a different one.

Residual Waste – the elements of the waste stream that remain after recyclable or compostable materials have been separated or removed.

SDA – Small Domestic Appliance e.g. hairdryer or vacuum cleaner.

Self Sufficiency – dealing with wastes within the region or county where they arise.

Statutory Performance Standards –

Street Sweepings – consist of material collected through street cleansing operations and includes a large amount of detritus made up of grit, silt and other organic material which is mainly removed through mechanical sweeping operations.

Sustainable Development – development which is sustainable is that which can meet the needs of the present without compromising the ability of future generations to meet their own needs.

Transfer Station – a facility to which waste is delivered before being compacted and transported onward for treatment or disposal.

Unitary Authority – a local authority which has the responsibility of being both a Waste Collection Authority and a Waste Disposal Authority. Herefordshire Council is a Unitary Authority.

Unitary Development Plan – prepared by a Unitary Authority containing policies equivalent to those in both a Structure and Local Plan.

Waste – is the wide ranging term encompassing most unwanted materials and is defined by the Environmental Protection Act 1990. Waste includes any scrap material, effluent or unwanted surplus substances or articles that require to be disposed of because the material is broken, worn out, contaminated or otherwise spoiled. Explosives and radioactive wastes are excluded.

Waste Arisings – the amount of waste generated in a given locality over a period of time.

Waste Collection Authorities (WCA's) – the six District and Borough Councils of Worcestershire are the Waste Collection Authorities (WCA's) for their residents. They have a statutory responsibility to provide a waste collection service to householders and, on request, to local businesses. WCA's also collect bulky items of household waste and carry out street cleansing activities.

Waste Disposal Authority (WDA) – Worcestershire County Council is the WDA for Worcestershire and Herefordshire Council is the WDA for Hereford. Amongst other functions, it is legally responsible for the safe disposal of household waste collected by the WCA's, and the provision of Household Waste Sites.

Waste Hierarchy – a framework for managing waste giving an order of preference for the treatment methods to be used.

Waste Local Plan – a statutory framework document for the County that facilitates the provision of sites for waste management facilities that will be required to meet Worcestershire's needs.

Waste Reduction – “waste reduction” is *action to prevent waste being produced*. Reducing or minimising waste saves not only on collection and disposal costs, but also on the cost of raw materials and their use together with production costs.

Waste Retention – dealing with waste at home, ie home composting.

Waste Reuse – reusing material or items such as old furniture, clothes and bric-a-brac by either selling or donating them to others through special collection services, charity shops, car boot sales etc.

Waste Stream – wastes generated from different sources.

WEEE – Waste Electrical and Electronic Equipment.

WRAP

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BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

3RD FEBRUARY 2009

AIR QUALITY - REVIEW

Background

The former Scrutiny Steering Board established the Air Quality Task Group in June 2007 and Councillor P. M. McDonald was appointed Chairman.

The Task Group's terms of reference, which were compiled by the Task Group Chairman, were approved at the subsequent Board meeting held in July 2007. In brief the Task Group was expected to do the following:

“To carry out a scrutiny exercise to examine air quality issues in Bromsgrove District and identify actions which can be taken to address the issues.”

Membership of the Task Group was agreed at the same Board Meeting which included the following Members: Councillors P. M. McDonald (Chairman), E. J. Murray, D. L. Pardoe, C. R. Scurrall and S. P. Shannon.

The first Air Quality Task Group Meeting was held in July 2007 and the scrutiny report with recommendations was approved by the Task Group in November 2007. The Scrutiny Steering Board approved the Scrutiny Report in December 2007 and it was then considered by Cabinet at its meeting in January 2008.

At the Cabinet Meeting it was recorded in the minutes that: *“The Leader acknowledged the detailed work undertaken by the Task Group together with the excellent quality of the final report. He thanked the Chairman of the Task Group for its efforts in undertaking the exercise...”*

At the Scrutiny Steering Board Meeting held in February 2008, the relevant Portfolio Holder (which at that time was Councillor Mrs. J. Dyer M.B.E.) presented the Cabinet's response to each recommendation contained within the Air Quality Scrutiny Report. It was noted that the majority of recommendations put forward had been approved, however, there was some discussion in relation to the Cabinet's response to recommendation 1 (further details on this are outlined in page 2 of this report).

Since that time, the former Scrutiny Steering Board, until October 2008, and Overview Board thereafter have been responsible for monitoring the implementation of the Cabinet approved recommendations relating to Air Quality.

Review

One year on from when the Cabinet considered the findings of the Air Quality Task Group, it is now time for a Review to be undertaken. The reason for a Review is to provide Overview and Scrutiny Members the opportunity to find out what progress has been made over the past 12 months in relation to the recommendations that were approved.

The Chairman of the Board (who was also the Chairman of the Air Quality Task Group) agreed that, due to the interest shown by the Overview Board in this topic, it would be appropriate for both the Board and Task Group Members to undertake this Review at the next Board Meeting.

To assist, on the following pages is a summary of each recommendation, the Cabinet's response in **green** and a current update.

For some recommendations "further background information" has been supplied to help put the recommendation into context. However, it is strongly advisable that all Members of the Overview Board read the original Air Quality Scrutiny Report in conjunction with this document, particularly those Members who were not involved in the investigation. This can be found on the Council's website: www.bromsgrove.gov.uk/scrutiny under "Overview and Scrutiny Investigations".

Please note that all those consulted (including Worcestershire County Council's Highways, Primary Care Trust (PCT) and the Highways Agency) were sent a copy of the final report with recommendations over 12 months ago, as a matter of course.

Recommendation 1 - Low Emission Zones

This Council considers applying to Worcestershire County Council for certain roads to be made low emission zone roads therefore limiting access to certain types of vehicles which reduce air quality. Specifically, the Task Group believe the following roads/areas should be low emission due to high NO₂ levels:

- Approximately a 2 mile radius around Bromsgrove town centre
- A38 Bypass in Rubery
- All roads in Rubery with a weight restriction
- A456 in Hagley
- A491 in Hagley

Initially, the Cabinet resolved that this recommendation be deferred until further information was available regarding the results of the scheme which is shortly to be introduced in London. The Cabinet felt they did not have enough information regarding how such a scheme would operate in practice and how the results would be monitored. In addition it was felt that the impact on the surrounding road network as a result of motorists attempting to avoid the Low Emission Zones could make the situation worse.

However, Members of the former Scrutiny Steering Board questioned how the Cabinet could come to that conclusion with no supporting evidence and therefore requested the Cabinet to reconsider its response.

The Cabinet did reconsider its response in March 2008 and agreed:
“that the relevant Portfolio Holder, in conjunction with the Chairman of the Air Quality Task Group (should the Task Group Chairman so wish), take this matter forward with the appropriate officers of the County Council...”

UPDATE

On behalf of Members, the Executive Director – Partnerships and Projects, sent a letter to Worcestershire County Council’s Highways Unit in April 2008 asking them to explore designation of roads as low emission zones. Since that time, officers have contacted the Highways Unit again requesting a response. A further follow-up letter was sent early 2009 and the Worcestershire County Council’s Highways Unit has been requested to respond as soon as possible.

Action taken in relation to Recommendation 1 but response from County awaited

Recommendation 2 – Bromsgrove Railway Station Improvements

The Council remain committed to improving Bromsgrove Railway Station including the Park and Ride facility as this will encourage the public to use public transport and therefore reduce the numbers of cars on the roads which are having a negative impact on air quality.

The Cabinet approved this recommendation.

UPDATE

A letter was sent to the Railway Station Working Group in March 2008 to ensure they were aware of the approved scrutiny recommendations, highlighting the issue of adequate car parking and traffic management in the Aston Fields area with regard to access and egress from the car park.

Recommendation 2 implemented

Recommendation 3 – Public Transport – Buses Scrutiny Task Group

Support be given to any recommendations relating to the work of the Public Transport – Buses Scrutiny Task Group which relate to improving local bus services as this will (similar to improving Bromsgrove Railway Station) encourage the public to use public transport, therefore reduce traffic congestion and improve air quality.

The Cabinet resolved that whilst they were minded to support the future recommendations of the Public Transport – Buses Scrutiny Task Group which relate to the improvement of local bus services, they would need to give full consideration to the recommendations when they were received and in particular would have to consider the recommendations in the light of any financial implications. The Cabinet felt they would need to be fully aware of the recommendations before giving a commitment to acceptance.

UPDATE

No update required as recommendation not approved by Cabinet.

Recommendation 3 rejected by the Cabinet

Recommendation 4 – Traffic Signals near the Air Quality Management Area (AQMA)

- (a) Request that Worcestershire County Council's Highways alter the traffic signals on the A38 North into Bromsgrove so to reduce exit blocking and improve traffic flow near the AQMA; and
- (b) Request that both Worcestershire County Council's Highways and this Council's Environmental Health Team monitor the area before and after the alterations in order to obtain evidence to prove whether or not the alteration have been successful.

The Cabinet approved this recommendation subject to the request in (a) being considered by the appropriate authority as there was some doubt as to whether it would be the responsibility of the County Council or of the Highways Agency. The Cabinet also wished the appropriate authority to consider making the operation of the traffic signals part time as for example during the night, the traffic was much lighter and this would reduce the amount of stationary traffic and therefore improve air quality.

Further Background Information

As indicated above, there is one Air Quality Management Area (AQMA) in Bromsgrove District which is located at Lickey End, M42 Junction 1. It was necessary to declare an AQMA at this location due to the exceedences of the annual mean objective for nitrogen dioxide (NO₂) and the AQMA came into force in July 2001.

UPDATE

It was reported to the relevant Portfolio Holder in February 2008 that, as stated within the Scrutiny Report, the appropriate authority was Worcestershire County Council (as the Highways Authority) and therefore, it was the County Council which was responsible for the particular set of traffic signals referred to in the recommendation.

The Executive Director – Partnerships and Projects sent a letter to Worcestershire County Council in March 2008 requesting the traffic lights be altered as requested and also asked the County Council to indicate when they would undertake the work to enable Environmental Health to monitor before and after the alteration.

Furthermore, Environmental Health had discussions in November 2008 with a representative the AmeyMouchel (the contractors for the Highways Agency). AmeyMouchel are equally keen to progress this issue and therefore, they have also contacted the County Council's Highways in the hope this matter can move forward.

It is possible that there could be some road safety issues in relation to traffic signals being operated on a part time basis which relates to what the Cabinet

suggested. However, as agreed, Worcestershire County Council's Highways have also been asked to take this proposal into consideration.

Further officer investigation has revealed the critical nature of air quality around junction 1 of the M42 and in order to explore this, the Executive Director – Partnerships and Projects has proposed a high level technical meeting between key interested parties (including representatives from the County Council's Highways and Environmental Health, Highways Agency, Primary Care Trust and West Mercia Police)

*Action taken in relation to Recommendation 4 but response from County awaited
(High level officer meeting has been proposed to progress matters)*

Recommendation 5 – Yellow Box Markings at Junction 1 M42

Request that Environmental Health monitor the AQMA before and after the Highways Agency have added and amended yellow box markings on the roundabout at M42 Junction 1 at gridlock (which is hoped will improve the flow of traffic) to investigate whether or not there has been a reduction in air pollution.

The Cabinet approved this recommendation and it was also resolved that the Police be requested to monitor the misuse of the yellow boxes as it was felt some motorists were not complying with the markings.

UPDATE

The yellow boxes were repainted and monitoring of the air quality is continuous by Environmental Health. However, no significant differences in air quality have been noted.

West Mercia Police were contacted in March 2008 requesting the yellow boxes were monitored and any misuse addressed. A response was received by the Chief Inspector in June 2008 stating that the local policing team would monitor the situation for the next 3 months on an informal basis. A further letter has been written to discover the outcome of the monitoring.

Please also note the proposed high level officer meeting with key interested parties to discuss the AQMA, as mentioned in the update to recommendation 4.

Recommendation 5 implemented

Recommendation 6 – M42 Westbound to M5 Scheme

Request that the Highways Agency monitor the area of the M42 Westbound to M5 to find out if this scheme has been successful in reducing the number of incidents (which has often led to traffic congestion and therefore impacted on the AQMA) and communicate their findings to the Environmental Health Team.

The Cabinet approved this recommendation.

UPDATE

The Highways Agency was contacted in March 2008 requesting this information. A response was received and the Highways Agency confirmed that it will be reviewing the scheme as requested. It was explained that collision data would need to be taken from a 12 month period after the scheme is completed. Also, as data will come from a variety of sources, it will need to be validated before it is made available to the Highways Agency. Therefore, it is anticipated that the review will be complete by Spring 2009 and the results will then be communicated to the Environmental Health Team.

Recommendation 6 implemented and results due later in 2009

Recommendation 7 – Town Centre Redevelopment

The Town Centre Redevelopment Steering Group (LSP Theme Group) be requested to consider air pollution caused by traffic congestion when looking at redeveloping the town. This would include the Group looking at the possibilities of having vehicle access to The Strand from Birmingham Road (by Davenal House) and investigate, in partnership with Worcestershire County Council Highway's, whether or not it might help decrease traffic congestion and therefore lower the air pollution at this location which has high NO₂ levels.

The Cabinet approved this recommendation.

Further Background Information

Air quality at this location is specifically mentioned as the Task Group were informed that although it has not been declared as an AQMA, there are air quality issues in the vicinity of Davenal House, Birmingham Road, Bromsgrove.

UPDATE

Previous updates given in tracker reports to Members stated that the road management arrangements around The Strand, Stourbridge Road and Birmingham Road junction are a significant consideration for the Town Centre Steering Group. The County Council and District Council commissioned

Halcrow, Transport Engineers, to submit proposals for improvements to the road junction. The issue of air quality will form part of the criteria for determining the most appropriate road junction arrangements.

Members were also informed last year that plans were drawn up August 2008 for changes to the road junction at Birmingham Road and Stourbridge Road. The plans propose changes to the filtering arrangements and fundamental changes to the traffic management around the Strand and Queens Head public house. A meeting was held in October 2008 with interested parties to discuss plans for road changes and improvements.

It is anticipated that there will be a retail development that will affect the volume of usage at the Birmingham Road / Stourbridge Road junction and as a consequence, proposals are being prepared for improvements to the junction that will, in part, be funded by the retailer.

Recommendation 7 implemented and work continuing

Recommendation 8 – High Street and The Strand

- (a) Request that Worcestershire County Council review the timing of the traffic signals located at the top end of the High Street by The Strand with a view to reducing the build up of standing traffic;
- (b) If (a) is agreed and County Council decide to amend the timing of the traffic signals, request that they monitor the traffic congestion before and after making the alteration to measure whether the action has had a positive impact; and
- (c) If (a) is agreed, request Environmental Health monitor air quality around Davenal House, Birmingham Road before and after the alteration to measure whether it has helped improve air quality (which is known to be poor at this location).

The Cabinet approved this recommendation.

UPDATE

Please refer to the update under recommendation 7.

Recommendation 8 implemented and work continuing

Recommendation 9 – Property Development

- (a) The Head of Planning and Environmental Health Services be requested to consider the best ways to discourage development within an AQMA; and
- (b) An air quality guidance note for developers be drafted by the Planning and Environmental Health Officers to try and control and mitigate the impact property development has on air quality.

The Cabinet approved this recommendation.

UPDATE

With regards to recommendation 9 (a), the Planning and Environment Services Department test all development proposals against local policies and government guidance as such policies and guidance constitute material considerations in the determination of planning applications. With a proposal within an AQMA Officers would apply Government Guidance as set out within Planning Policy Statement 23 (PPS23) - Planning and Pollution Control, in addition to other policies and documents relevant to the proposed development. The only AQMA in Bromsgrove at present is at Junction 1 of the M42 at Lickey End and involves some 30 odd residential properties all of which are in the urban area where a presumption exists in favour of development unless material considerations indicate otherwise. In dealing with any proposed development it would have to be demonstrated that the proposal would not be making the air quality situation worse than it is already.

In relation to 9 (b), the local authorities of Worcestershire and Herefordshire Council, whilst fulfilling their statutory responsibilities and obligations under the Local Air Quality Management regime within the Environment Act 1995, have also recognised a need to develop a more holistic and unified approach to managing local air quality across the two Counties. The Herefordshire and Worcestershire Pollution Group have therefore initiated the preparation of a cross-County Herefordshire and Worcestershire Air Quality Strategy (AQS). The improvement of air quality requires input from a wide range of planning and other professions. Therefore this AQS identifies commitments, particularly for communication and co-operation within and between local authorities, external organisations and the community. It is to be considered by Cabinet in February 2009 and if adopted it will be placed on the Council's website to ensure developers have access to this information.

Recommendation 9 – work ongoing

Recommendation 10 – Communication with Local Residents

- (a) There is ongoing communication with local residents who own and/or reside in a property located in the AQMA to ensure they are fully aware of the situation. (The Task Group will be ensuring the households affected receive a copy of this report for their information.); and
- (b) A sign be erected (by the County Council) in the AQMA to inform the public that it is an AQMA and that the District Council is working with other agencies to reduce air pollution in the vicinity. The sign should also pose the question “Is your journey necessary?” to encourage the public to think about their travel habits and the impact it has on air pollution.

The Cabinet approved this recommendation.

UPDATE

As a first step, officers concentrated on ensuring the website provided adequate information as it was recognised that improvements were needed.

Environmental Health has been enhancing the information on the website over the past 12 months and officers have been using this as the basis for providing further information to households in the AQMA.

During 2008, the latest Defra Reports were added to the website and further background information uploaded to ensure that comprehensive information was available to the public by the end of last year. It should be noted that these particular web pages are receiving a high number of hits. (A link to the web pages on air quality and air pollution can be found under Environmental Health if you click on the ‘Living’ tab on the homepage.)

The next step is for Environmental Health to send a letter to local residents living in the immediate vicinity of the AQMA directing them (in the first instance) to the website for further information. Now that the quality of information on the website has been improved, it is planned that this letter will be sent out by the end of January 2009.

In relation to recommendation 10 (b), a Meeting with Worcestershire County Council has not yet convened, however, initial discussions about arrangements has commenced. No response has been received regarding the signage, however, this item will be discussed at the proposed high level officer meeting mentioned within the update for recommendation 4.

Recommendation 10 – work ongoing

Recommendation 11 – Web Site

Environmental Health be requested to update information on the Council's website as soon as possible and ensure it is regularly updated.

The Cabinet approved this recommendation.

UPDATE

See first part of response to recommendation 10 which states:

'Environmental Health has been enhancing the information on the website over the past 12 months and officers have been using this as the basis for providing further information to households in the AQMA.

During 2008, the latest Defra Reports were added to the website and further background information uploaded to ensure that comprehensive information was available to the public by the end of last year. It should be noted that these particular web pages are receiving a high number of hits. (A link to the web pages on air quality and air pollution can be found under Environmental Health if you click on the 'Living' tab on the homepage.)'

As a minimum, the web pages relating to air quality are reviewed and updated (as necessary) on an annual basis, in line with Defra requirements. However, if legislative requirements demands, the website will be updated more frequently.

Recommendation 11 implemented

Recommendation 12 – Health of Local Residents

- (a) The Environmental Health Team be requested to work in partnership with Worcestershire PCT (and local GP surgeries) and ensure they are kept up to date in regards to which areas are known poor air quality areas to help investigate further the correlations between poor air quality areas and respiratory illnesses such as asthma; and
- (b) Request that Worcestershire PCT work closely with GPs to ensure the criteria used for diagnosing and recording data relating to asthma is standardised wherever possible to enable the analysis of data to be more meaningful.

The Cabinet approved this recommendation.

Further Information

The Task Group heard from two representatives from the Primary Care Trust: Ms. L. Altay, Consultant in Public Health and Ms. H. Mossop, Speciality Registrar in Public Health.

To assist Board Members who were not involved in the investigation itself, here is an extract from the approved minutes which relates to discussions with the PCT:

“...It was explained (by PCT representatives) that there had been a number of systematic reviews carried out on the effect of transport related air pollution and asthma...It was explained that there was some evidence for a causal association between asthma and living in close proximity to traffic and there appeared to be more evidence coming forward to support this link, however, the evidence was not conclusive, with inconsistent results from different studies.”

The Task Group was supplied with data relating to numbers of asthma cases by GP practice in Bromsgrove District (rather than postcode as requested due to the timescales involved). Members questioned the asthma prevalence for GP practices in certain areas that appeared significantly higher than other parts of the District, however, Ms. Altay stated that it was her professional opinion that they were not “statistically significant” as there were other factors that would need to be taken into consideration such as other characteristics of those particular individuals, including age and whether they smoked. There was also a concern that the figures were reliant on GPs diagnosing and recording the data which led to recommendation 12 (b).

As stated within the final report, although the PCT could not categorically state that poor air quality caused respiratory illnesses such as asthma, it was agreed that poor air quality could exacerbate such illnesses.

UPDATE

There is an Air Quality Steering Group that includes the PCT. However, this only meets once a year so the issue was also raised at both the LSP Better Environment Theme Group and the Health and Well Being Theme Group in March and April 2008.

In addition, the Executive Director – Partnerships and Projects sent letters and an email earlier in 2008 to the Public Health Officer at PCT regarding outcomes of Air Quality Scrutiny.

At the LSP Theme Group Meetings, these issues were discussed and it was understood that differences in diagnosing and recording asthma data was a national issue. The PCT did not feel there was anything the LSP Theme Groups could do except to keep a watchful eye on asthma admissions and levels. However, in relation to recommendation 12(b), the PCT confirmed that work is being undertaken with GPs to ensure that their registers are accurate and up to date.

Communication between this Council and the PCT has been poor in the past. However, due to the proposal of a Countywide Air Quality Strategy, communication is improving and it is expected that this will continue. Please also note the proposed high level officer meeting with key interested parties mentioned in the update for recommendation 4. This will involve the PCT.

Recommendation 12 implemented and continuing

Recommendation 13 – Bonfires

- (a) The Environmental Health Team be requested to actively discourage bonfires (with the exception of social events on and around 5th November) through promotion, similar to Birmingham City Council; and
- (b) Ensure that members of the public are aware how to report bonfires if they are a nuisance.

The Cabinet approved this recommendation.

UPDATE

A press release regarding bonfires was published on 31st July 2008 and reference was made to the District Council and County Council websites regarding discouragement to bonfires. Information on how to report nuisance bonfires was included. An article was also published in the Together Bromsgrove magazine with the same information later in 2008.

In 2009 and future years, officers will continue to issue press releases and publish articles in Together Bromsgrove to actively discourage bonfires and remind the public how to report bonfires if they are a nuisance. In addition, the Council is also working towards amending conditions attached to allotment holders to include bonfire control measures.

Recommendation 13 implemented and work continuing

Recommendation 14 – Street Scene and Waste Management Vehicles

The Head of Street Scene and Waste Management be requested to further investigate and assess options available (such as using bio fuel in refuse and recycling vehicles) which could assist the Council in contributing to improving air quality.

The Cabinet approved this recommendation.

UPDATE

The current cost of bio fuel is currently more expensive than the traditional fuel that we purchase and we have been advised by our supplier that the quality of the fuel cannot be guaranteed. There are also environmental concerns about the current availability of such fuels and whether they have a beneficial affect on the environment. This is still under investigation and we are awaiting further reports about its long term viability.

It was reported in a Society of Motor Manufacturers and Traders Limited (SMMT) newsletter during 2008 that a debate in Westminster Hall in June 2008 concluded

that the potential effect of supporting bio fuels was not properly thought out before the Government introduced its Renewable Transport Fuels Obligation (RTFO). The debate followed publication of the House of Commons Environmental Audit Committee's Report: 'Are bio fuels sustainable?' Jim Fitzpatrick MP, Transport Minister defended the RTFO but suggested the Government's 'policy of caution'. As yet, there is no firm conclusion from the Government report.

At recent discussions with vehicle manufacturers, we are still being advised caution with bio-fuels. Manufacturers are now trialing gas engines as an alternative but only demonstration vehicles will be available this year.

At present, it is not considered appropriate for the Council to enter into a long term commitment to use bio fuels. However, Street Scene and Community officers are continually monitoring options for alternative fuel usage and environmental impact of current services.

Recommendation 14 implemented and situation continually being monitored

Recommendation 15 – Staff Travel Plan

It is requested that the newly established Energy Efficiency Project Group progress the Council's Staff Travel Plan as a matter of urgency and work together with the LSP Better Environment Theme Group.

The Cabinet approved this recommendation.

UPDATE

The demand for a meaningful Travel Plan is supported by the Corporate Management Team (CMT). The travel plan proposal went to CMT late May and Cabinet in July 2008. It was agreed that with the assistance of the County Council the existing travel plan prepared in 2005 will be refreshed.

A travel survey was carried out at the end of 2008 to enable officers to investigate CO₂ emission reduction incentives such as home working, car sharing and alternative travel options. It is anticipated that a revised travel plan will be submitted to the Cabinet mid 2009. This is also being linked to the Council's performance as required by national indicators.

Recommendation 15 – work ongoing

Recommendation 16 – Training/Briefing

- (a) To help the Council lead by example to other agencies, training be offered to all Members and staff (including those based at the Depot) on air quality (and other green issues) to improve their awareness of the impact their behaviour at home and at work can have on air quality;
- (b) As part of that training, it is suggested that the film “An Inconvenient Truth” relating to the work of the 2007 Nobel Peace Prize winner Al Gore be shown at the Council House; and
- (c) The Head of Street Scene and Waste Management ensure specific training is provided to refuse and recycling crews relating to where refuse vehicles should be parked (to avoid causing traffic congestion) with engines turned off during breaks.

The Cabinet approved this recommendation.

UPDATE

Showings of the film ‘An Inconvenient Truth’ by Al Gore were held during September 2008 in the Spadesbourne Suite for both Councillors and staff. The purpose was to raise awareness on the issues of sustainability. The film is a polemic and there was other information available to present alternative views at each of the sessions. The sessions were facilitated by one of the Executive Directors.

Refuse and recycling crews are instructed as part of their induction training to avoid causing unnecessary obstruction when operating service vehicles. This instruction will be reiterated on a regular basis as a reminder and in July 2008 Street Scene and Waste Management developed a weekly briefing for crews which includes this instruction along with other service specific issues.

Recommendation 16 implemented

Recommendation 17 – Taxi Drivers

The Licensing Section be requested to remind taxi drivers not to leave their engines running whilst waiting for the next fare at a taxi rank. As an incentive to change their behaviour, it should be pointed out that (a) it will save fuel; and (b) it is an offence to leave a vehicle running when not in the vehicle and any person doing so is at risk of receiving a fixed penalty notice. This information could be included in a newsletter for example.

The Cabinet approved this recommendation.

UPDATE

As agreed, a Newsletter incorporating this information was sent to all taxi drivers and taxi operators in February 2008.

Recommendation 17 implemented

Recommendation 18 – Car Sharing Scheme

- (a) To ensure car parking spaces are reserved for those who join the car sharing scheme (which could act as an incentive);
- (b) Through various forms of publicity, the Communication Team ensure that staff are frequently reminded and encouraged to join the Car Sharing Scheme and encouraged to use other alternatives to travel to work such as walking, cycling or public transport; and
- (c) The numbers of staff from Bromsgrove District Council joining the car sharing scheme be monitored.

The Cabinet approved this recommendation.

UPDATE

Car sharing is one of the actions contained in the travel plan. Therefore, please refer to the update under recommendation 15 for more information on the travel plan and the associated survey.

Presently, the car sharing scheme has not been actively pursued. However, as part of the analysis of the current travel plan, postcode areas will be identified and information will be disseminated detailing concentrations of employees by postcode area. It is anticipated that three spaces will be designated for car sharing by May 2009 and use of spaces will be monitored.

Recommendation 18 – work ongoing

Recommendation 19 – Essential and Casual Car Users

Further investigations be carried out by the Human Resources Section into the possibility of having: (a) a pool of Council owned environmentally friendly cars for essential and casual car users; or (b) a loan/lease scheme to assist and encourage staff to convert their own car to alternative fuel.

The Cabinet approved this recommendation.

UPDATE

The review of car allowances is being addressed through Single Status and it is proposed that a new set of criteria is developed for determining which posts attract the allowance going forward.

It was agreed in principle that this review will take place during 2008/09, and that any individual members of staff who were found to no longer undertake sufficient business miles to receive the allowance should be protected for 2 years, in accordance with the same principle for Job Evaluation protection. This is to minimise the potential effect upon individual members of staff who may be

financial losers through both Job Evaluation and the review of car allowances. The possibility of having environmentally friendly pool cars and loan/leasing scheme will be included in this process.

The delays in implementing Job Evaluation has had a knock on effect on the overall timetable, including the review of car allowances. However it is still planned to review car allowances in the current year. Members are asked to note that the principle of reviewing the Essential and Casual Car User Scheme will now also form part of the pursuit of the national indicator which requires this Council to reduce its carbon emissions within its own estate (i.e. buildings, vehicles and employees). This will cover both recommendation 19 (a) and 19 (b) as well as recommendation 20.

Recommendation 19 – work ongoing

Recommendation 20 – Car Allowance Pay Scales

The Council considers revising the current car allowance pay scales and not pay more to those who are potentially the worst polluters. Instead, base the car allowance pay scales on the Vehicle Exercise Duty (VED) Rates (attached as Appendix 5) to ensure payment is based on CO₂ emissions. (Alternatively, the Council could as a minimum follow the example of other local authorities who have introduced a flat rate for all users (regardless of engine size) as this method would indirectly benefit those employees with smaller engine sized cars as these use less fuel per mile.)

The Cabinet resolved that investigations be undertaken into the revision of the current car allowance pay scales to include the possibility of paying a flat rate for all users regardless of engine size. It was felt that the payment of a flat rate may discourage the use of vehicles with larger engines.

UPDATE

Members are asked to note that in accordance with current contractual arrangements the Council currently applies the nationally negotiated car allowances which are based upon engine c.c. and actual car miles undertaken. The allowance is reviewed annually.

We are aware that discussions are taking place amongst the NJC (National Joint Council) at national level in connection with the potential review of nationally negotiated terms and conditions of employment, and that this may include a review of car allowances. We are keeping a watching on how these discussions are developing as it may be more beneficial the Council to rely on changes that are negotiated nationally than to introduce changes at local level.

Recommendation 20 – work ongoing

Recommendation 21 – Home Working Policy

Support be given to a Home Working Policy as reducing the number of times staff need to travel to and from the office will help reduce the number of cars on the road and this will help towards improving air quality. Therefore, a report from the Head of Human Resources and Organisational Development should be submitted to the Corporate Management Team without delay.

The Cabinet approved this recommendation.

UPDATE

It has already been reported to Members that a report was submitted to Corporate Management Team (CMT) in January 2008 and CMT is generally supportive of the principle of a Home Working Policy. However, CMT is mindful of the wider context, such as: office accommodation; asset management; technological capabilities; resources; health and safety; insurance; and financial implications of working from home. Consequently, CMT do not feel able to implement the policy at present. Currently, there is a pilot within Revenues and Benefits to ensure that the technology to allow for home working is correct. Although a formal Home Working Policy has not yet been adopted corporately, Heads of Services can allow ad hoc/infrequent home working when appropriate, providing that it does not extend to become a contractual arrangement.

The matter of home working was considered by CMT again in January 2009. It was noted that whilst the technological capabilities to enable home working have advanced since CMT considered the proposed home working policy in January 2008, the other areas of concern listed above remain unchanged. Consequently, a formal home working policy is not likely to be adopted in the immediate future. However, it was agreed that colleagues within Financial Services would issue a template to all Heads of Service with a view to calculating the potential costs to each service if a corporate home working policy were to be accelerated.

Recommendation 21 – work ongoing

Abbreviations:

AQMA = Air Quality Management Area
AQS = Air Quality Strategy
CMT = Corporate Management Team
CC = Cubic Capacity
CO₂ = Carbon dioxide
JE = Job Evaluation
LSP= Local Strategic Partnership
NJC = National Joint Council
NO₂ = Nitrogen dioxide
PCT = Primary Care Trust

PPS = Planning Policy Statement
RTFO = Renewable Transport Fuels
Obligation
SMMT = Society of Motor Manufacturers
and Traders Limited
VED = Vehicle Exercise Duty

BROMSGROVE DISTRICT COUNCIL

SCRUTINY BOARD – 27TH JANUARY 2009

OVERVIEW BOARD – 3RD FEBRUARY 2009

JOINT COUNTYWIDE SCRUTINY REPORT ON FLOODING

Responsible Portfolio Holder	Councillors Mrs. J. M. L. A. Griffiths and P. J. Whittaker
Responsible Head of Service	Executive Director – Partnerships and Projects Head of Street Scene and Community Head of Planning and Environment Services
Task Group Chairman	Councillor M. King (Wychavon District Council)
Our Representatives	Councillors P. M. McDonald and D. L. Pardoe

1. SUMMARY

- 1.1 The Joint Countywide Flooding Scrutiny Report was presented to Members at the joint meeting of the Overview Board and Scrutiny Board in December. Members are now requested to consider the implications to the recommendations made by the Joint Countywide Flooding Task Group, as detailed in Appendix 1.

2. RECOMMENDATIONS

- 2.1 Consider the financial and other implications for this Council in relation to the implementation of the recommendations, as set out in Appendix 1;
- 2.2 In the light of 2.1 above, consider whether to recommend that the Cabinet approve the Joint Countywide Flooding Scrutiny Report; and
- 2.3 Subject to the outcome of 2.2 above, recommend to the Cabinet that officers who form the current watercourses officer group be requested to revise its terms of reference and composition in order to address the implications for the District of any Cabinet approved recommendations contained within the Joint Countywide Scrutiny Flooding Report.

3. BACKGROUND

- 3.1 At the Joint Meeting of the Overview Board and Scrutiny Board held on 2nd December 2008, Members discussed the findings and recommendations put forward by the Joint Countywide Flooding Task Group. Members will remember that several comments were made and questions raised which were answered at the meeting relating to a number of issues including: riparian ownership; enforcement and prosecution; recommendations coming out of the Pitt Review; flash flooding; drainage responsibility; flood defence measures; role of County Council, District Council and Parish Councils; responsibilities of other agencies such as Severn Trent, Environment Agency and Highways Agency; emergency planning and sustainability; clearing and maintaining ditches and culverts; role of elected Members; and Gold Command.
- 3.2 The Overview Board and Scrutiny Board agreed that, in relation to Gold Command, the Task Group (when it next meets) should be requested to investigate the possibility of elected Members being appointed as 'Gold' representatives to assist them in providing Community Leadership (and help cascade up to date information to local residents).
- 3.3 Members will also remember that the Overview Board and Scrutiny Board agreed that there is a need for effective communication between all agencies, as identified within the scrutiny investigation.
- 3.4 However, there was some concern regarding resource implications and such implications are not detailed within the joint scrutiny report. Therefore, it was agreed that the Executive Director – Partnerships and Projects should be requested to investigate the financial and other implications before the report was considered by the Cabinet. It is hoped this will enable the Cabinet to make a more informed decision (due to be taken in March 2009). As requested, this information is provided within Appendix 1. Members are asked to consider this information and then decide whether or not to recommend that the Cabinet approves the Joint Countywide Flooding Scrutiny Report.
- 3.5 It is also proposed in this report that, if approved, the implications of the Joint Countywide Scrutiny Report be addressed through the watercourses officer group. This officer group has already given some consideration to flooding issues as it forms an integral aspect of the District's watercourses. However, it is proposed that the terms of reference and the composition of the watercourses officer group are revised to include flooding and the pursuit of the recommendations contained in the Joint Countywide Flooding Task Group.

4. FINANCIAL IMPLICATIONS

- 4.1 The implications for this Council of the Joint Countywide Flooding Task Group Report are detailed in Appendix 1. The financial implications are referred to following each recommendation.
- 4.2 The majority of the recommendations would impact on officer time in development and implementation rather than direct costs.
- 4.3 A small number of recommendations would require further specialist research and development which would require consultancy support or the services of an additional drainage engineer for investigation. These are identified at Appendix 1.

5. LEGAL IMPLICATIONS

- 5.1 The implications for this Council of the Joint Countywide Flooding Task Group Report are detailed in Appendix 1. The legal implications are referred to following each recommendation.

6. COUNCIL OBJECTIVES

- 6.1 The attached report relates to Council Objectives 'Improvement' and 'Environment' and relates to the Council Priority 'Climate Change'.

7. RISK MANAGEMENT

- 7.1 The risks for the District vary according to the various implications and recommendations.

8. CUSTOMER IMPLICATIONS

- 8.1 The customer implications vary according to the pursuit of each recommendation. However, there are various common themes around communication, preparation and advice directed towards customers. It is implicitly acknowledged that flooding cannot be prevented, but households and businesses can be given warning, advised on reducing the impact of flooding and informed of their responsibilities.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

- 9.1 Vulnerable people can be more severely affected by the impact of flooding. The report contains reference to vulnerable people and the need to provide advice and support to these people in the case of flooding affecting their homes.

10. VALUE FOR MONEY IMPLICATIONS

10.1 Implications for value for money are addressed following those recommendations where this is particularly relevant.

11. OTHER IMPLICATIONS

Procurement Issues – None
Personnel Implications – There are implications for training.
Governance/Performance Management – The role of the parish forum is particularly important in examining the implications for parishes of the report.
Community Safety including Section 17 of Crime and Disorder Act 1998 – None
Policy – None
Environmental – Flooding is a key environmental issue and links to climate change and land drainage matters in relation to care of watercourses and ditches.

12. OTHERS CONSULTED ON THE REPORT

Portfolio Holders	Yes
Chief Executive	Yes
Executive Director - Partnerships and Projects	Yes
Executive Director - Services	Yes
Assistant Chief Executive	Yes
Head of Service	Yes
Head of Financial Services	Yes
Head of Legal, Equalities & Democratic Services	Yes
Head of Organisational Development & HR	Yes
Corporate Procurement Team	No

13. WARDS AFFECTED

All Wards.

14. APPENDICES

Appendix 1 - Implications of recommendations for Bromsgrove District Council

Appendix 2 - Letter regarding Pitt Review on Flooding from Department for Communities and Local Government

15. BACKGROUND PAPERS

None.

CONTACT OFFICERS

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Joint Countywide Flooding Scrutiny

Implications associated to Recommendations

Please note that the following recommendations relate specifically to the District Council. The recommendations have not been numbered within the main report, however, for ease of reference, they have been numbered in this document only. The paragraph reference (in brackets following each recommendation) refers to paragraphs contained within the Joint Countywide Scrutiny Report.

Recommendations 1 to 7 refer to the Local Resilience Forum (LRF) Partners

Recommendations 8 to 22 refer to County and District Councils

Recommendations 23 to 27 refer to Parish Councils

Recommendations 28 refer to the Joint Scrutiny Task Group

RECOMMENDATION 1:

The Group therefore recommend that partner organisations of the LRF should review how they communicate with each other, paying particular attention to the relationship between 24/7 organisations and non routinely 24/7 organisations. Protocols and procedures reflecting agreed ways of working should, in future, be included in the LRF communications plan, and widely communicated to ensure future clarity. Exactly who attends the LRF routinely and who attends Gold command in an emergency should be clearly identified from each member organisation. [paragraph 4.7]

Operational Implications:

The communication group of the Local Resilience Forum will need to devise a protocol and procedures for means of communication between the agencies that form part of the LRF and how they communicate with Parish Council's and voluntary sector bodies. The Council needs to be represented at these meetings.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications for the District Council; the existing LRF already complies with the provisions of the Civil Contingencies Act 2004.

RECOMMENDATION 2:

The Group recommend that the LRF takes the opportunity as part of future training events to ensure that there is a full understanding of the role of its partner organisations and their relationship with each other. [paragraph 4.9]

Operational Implications:

Bromsgrove's emergency planning officer and other Council staff with key responsibilities in an emergency will need to attend training where a clear understanding about roles and responsibilities in an emergency of the various partner organisations can be established.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications for the District Council.

RECOMMENDATION 3:

The Group recommend that local radio car/s should be physically stationed in close proximity to Silver Control so that updates on a situation can be delivered immediately where appropriate and ensure the broadcasting of consistent messages. As part of this the Group also recommend that the legitimate needs of other media organisations are not overlooked and that arrangements are also put in place to disseminate information provided to other appropriate media providers. [paragraph 4.19]

Operational Implications:

Bromsgrove's emergency planning officer and other Council staff with key responsibilities in an emergency will need to attend training where a clear understanding about roles and responsibilities in an emergency of the various partner organisations can be established.

In order to benefit from this form of communication it is important that Bromsgrove's emergency planning team have access to a radio. Furthermore, the communication officer needs to ensure that they convey an agreed and consistent message to local press as well as offering feedback to local radio.

Financial Implications:

There would need to be expenditure on the purchase of a radio to be stored in the emergency planning room, (estimated cost £200) there are no other direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications for the District Council.

RECOMMENDATION 4:

The Group therefore recommend that the LRF review how it provides information to the public via the media, recognising the role of local radio in keeping the public informed and prioritising information to local radio in advance of the national media where appropriate. [paragraph 4.23]

Operational Implications:

Bromsgrove will need to review its emergency plan communication arrangements so that it is confident that it can provide information to the public via the media.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications for the District Council.

RECOMMENDATION 5:

The Group also recommend that a system is developed, whereby each Category 1 Responder organisation can post relevant public information on (or linked to) a designated space on the same web-site, so that details of road closures, the location of rest centres, evacuations, public transport (for example) can be more easily checked by the public and other organisations. [paragraph 4.25]

Operational Implications:

Bromsgrove will need to ensure it has staff aware and trained in providing information to a 'same web-site' and that information on road closures and rest centres can be conveyed easily to the public.

Financial Implications:

There are implications for the provision of training and officer time to enter information on the 'same website'. It will also be necessary to make arrangements for this information to be collected.

Legal Implications:

There are no legal implications.

RECOMMENDATION 6:

The Group recommend that during a flooding emergency a single point of contact should be available to parishes to enable them to report local conditions (such as road conditions). Further, the LRF should consider the benefits and practicality of communicating with parish councils and how this might be included in the LRF Communications Plan. [paragraph 4.32]

Operational Implications:

The Joint Countywide Task Group Report on Flooding needs to form part of a parish forum agenda. The recommendations for parish's need to be considered in some detail and the idea of a flood warden or single point of contact in a parish will be proposed. Details of the contact will need to be included in the district council's emergency plan and the role of the contact developed and negotiated. Furthermore, parish councils will need to be provided with the emergency planning officer duty rota.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications.

RECOMMENDATION 7:

The Group recommend that in addition to the Highways Agency and Government talking to the major voluntary services, the LRF also be asked to consider in more detail, the production of plans to support people who become stranded on motorways. [paragraph 4.38].

Operational Implications:

Bromsgrove Compact group needs to be made aware of the Joint Countywide Task Group Report on Flooding and the role of the voluntary sector needs to be discussed. Methods of communication and the role of the voluntary and community sector should be incorporated into the district council's emergency plan.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications.

RECOMMENDATION 8

The Group recommend that the further development of this approach (including their staffing and location) should form a key part of the County Council's response to any future emergency. To maximise their effectiveness 'hublets' would need to be established and fully operational as quickly as possible as an emergency develops. [paragraph 5.7]

Operational Implications:

The issue of 'hublets' needs to form an item for future development at County level. A protocol for staffing and establishing 'hublets' needs to be formulated and Bromsgrove needs to be involved in those negotiations. However, Bromsgrove CSC needs to brief staff on the concept of 'hublets' and establish arrangements for staffing and operating the 'hublet' in parts of the district in the event of an emergency. A procedure for setting up a 'hublet' and its operation will need to be formulated by CSC management.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications.

RECOMMENDATION 9:

The Group recommend that it should be made clear to Councillors how they will be briefed on a developing emergency and how Councillors can find out what is happening. [paragraph 5.10]

Operational Implications:

A section in the emergency plan is devoted to communicating with ward councillors. However, this needs to be strengthened and arrangements need to be introduced that guides the briefing of elected members and provides them with relevant points of contact in cases of emergency. A briefing for members on the emergency plan should be held and this should be repeated following elections so that newly elected members are aware of the emergency planning arrangements.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications.

RECOMMENDATION 10:

With this in mind (*i.e. recommendation 9 above*), the Group also recommend that all Councils review and update their emergency contact lists and that they be shared widely in a coordinated way. Furthermore, agreed arrangements should be put in place to ensure that such lists are regularly and routinely updated. [paragraph 5.11]

Operational Implications:

Bromsgrove District Council may want to circulate to all elected members its emergency planning officer duty rota and guidance on circumstances and conditions for contacting the duty officer.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications.

RECOMMENDATION 11:

Taking on board the spirit of the Pitt recommendation 66, the Group recommend that the County Council investigates the feasibility of introducing a system to enable customer contact centres to redirect callers where appropriate (such as to the Environment Agency for advice on what to do in a flood). [paragraph 5.15]

The Group recommend that structures for the provision of relevant information to the contact centres are drawn up and put in place as soon as possible. [paragraph 5.17]

Operational Implications:

Bromsgrove District Council has produced a leaflet providing advice on flooding. This leaflet contains contact details regarding other agencies. This leaflet will be reviewed annually in January when the emergency plan is reviewed. Copies of the flood advice leaflet have been passed to the CSC and the Depot, but it may prove useful to ensure relevant staff are aware of the leaflet and have access to copies.

Financial Implications:

There will be a cost for staff training, revising the flood leaflet and printing new copies. In addition there will be the cost of officer time.

Legal Implications:

There are no legal implications.

RECOMMENDATION 12:

In relation to creating a dedicated space on the same website with lists of contacts for each partner organisations such as for example, trading standards, the highways agency and the Chamber of Commerce [paragraph 4.25], the Group recommend that ways of achieving this be explored further with members of the Local Resilience Forum, led by the County Council's Emergency Planning and Communications Units. [paragraph 5.19]

The Group recommend that the Chamber of Commerce be invited to discuss further its offer to help local authorities maintain a list of useful numbers, including approved contractors with a variety of different skills (i.e. flooring, electrical, plumbing) to be called upon as required during or after an emergency. [paragraph 5.22]

Operational Implications:

Bromsgrove's emergency planning officer will contact companies on its approved contractors lists to request information as to whether they would be prepared to be called upon as required during or after an emergency. This will be pursued following consultation with the Chamber of Commerce.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications.

RECOMMENDATION 13:

The Group recommend that the County and each District Council ensure that suitably qualified officers in each district can take the lead responsibility for checking the condition of drainage assets (watercourse and ditches), feeding information to the drainage condition and assets map and sharing information with the Land Drainage Partnership. [paragraph 7.8]

(Note: Pitt recommends (No 19) that Local authorities should assess and, if appropriate, enhance their technical capabilities to deliver a wide range of responsibilities in relation to local flood risk management. The Group are mindful of the potential resource implications but believe that additional resources should be sought from central Government to fund these extra posts. [paragraph 7.7].)

Operational Implications:

Bromsgrove District Council has established an officers' watercourses group that has widened its brief to include flooding. It has been collecting information on responsibilities for the checking the condition of drainage assets and drawing up a drainage condition and asset map. However, there is much work to do on this and the Council has extremely limited resources to undertake this work. It is

suggested that the Council needs to explore other ways to enhance its resources. This will be necessary if the map is to be completed and regularly updated and information is to be shared with the Land Drainage Partnership.

Financial Implications:

The Council will need to consider whether a consultant is to be commissioned to pursue this recommendation or whether an additional drainage engineer is recruited. (Estimated cost for consultant would be £10,000 or an additional land drainage engineer £35,000 p.a.)

Legal Implications:

There are no legal implications. It is not known at this stage what aspects of the Pitt Review will be formally imposed on local authorities through legislation. The government has announced that a draft Floods and Water Bill will be published in the Spring of 2009.

RECOMMENDATION 14:

The Group recommend that each district council assess whether they have sufficient technical capability and if necessary ensure that a suitably qualified individual is available to advise District Planning Committees about drainage issues and flood risk implications for each development. [paragraph 7.37]

(Note: Pitt recommends (No 19) that Local authorities should assess and, if appropriate, enhance their technical capabilities to deliver a wide range of responsibilities in relation to local flood risk management. The Group are mindful of the potential resource implications but believe that additional resources should be sought from central Government to fund these extra posts. [paragraph 7.7].)

Operational Implications:

Bromsgrove District Council has a drainage engineer, but the demands on this resource are considerable. The extent of information and evidence demanded may mean that there are insufficient resources to carry out the degree of work needed to advise District Planning Committees about drainage issues and flood risk implications for each development. However, given that there is a housing moratorium advice on developments is relatively limited. Furthermore, the District Council has only a single drainage engineer. This engineer has worked for the Council for a considerable period of time and has built up enormous knowledge of the district and its associated drainage issues. This knowledge is inadequately documented and is not widely disseminated. When the current drainage engineer retires and substantial amount of this knowledge will be lost. The Council has to consider succession planning and re-examine the role of drainage engineers in the context of the increased frequency of flooding.

Financial Implications:

The Council will need to consider whether a consultant is to be commissioned to pursue this recommendation or whether an additional drainage engineer is recruited. (Estimated cost for consultant would be £10,000 or an additional land drainage engineer £35,000 p.a.)

Legal Implications:

There are no legal implications. It is not known at this stage what aspects of the Pitt Review will be formally imposed on local authorities through legislation. The government has announced that a draft Floods and Water Bill will be published in the Spring of 2009.

RECOMMENDATION 15:

The Group therefore recommend that all district councils should consider proactively making use of their powers to serve enforcement orders on landowners who do not comply with requests to maintain their ditches and/or water courses. [paragraph 7.48]

Operational Implications:

Bromsgrove District Council has held meetings with other district councils about enforcement. The Council needs to know who the land owner is or those with riparian responsibility before it can pursue enforcement. They need to receive a letter informing them of their responsibilities and giving them 28 days to carry out any necessary work. If the work is not carried out then the Council can serve notice. However, the Council have learnt that a campaign about the need to keep ditches and watercourses clear is necessary. Furthermore, those with responsibility for maintaining watercourses and ditches often need expert advice as maintenance is a complicated process with sometime unforeseen consequences. Bromsgrove District Council will need to produce written information on clearing ditches and watercourses and arrange advisory surgeries or workshops on maintenance. Where there is shared ownership of watercourses or ditches owners may need to be drawn together.

Financial Implications:

The Council will need to consider whether a consultant is to be commissioned to pursue this recommendation or whether an additional drainage engineer is recruited. (Estimated cost for consultant would be £10,000 or an additional land drainage engineer £35,000 p.a.). In addition a budget would need to be available to cover the cost of those cases where the land owner refused to co-operate with the enforcement notice and the Council therefore had to undertake the work via its own contractors. If the policy were to be pursued "proactively" this could result in a number of such interventions each year at estimated cost of £2000 to £3000 per incident. Past experience has shown that despite legal intervention it cannot be guaranteed that the monies spent on the works will be recovered in full from the land owners. Officer time from the legal department would also be needed to support the process and undertake debt recovery work.

Legal Implications:

The relevant legal power to serve enforcement notices derives from the Land Drainage Act 1991. In the event that a notice is not complied with then the remedy available to the Council is to arrange for its own contractors to enter the land and complete the works, the cost of which is then charged back to the land owner. If the land owner fails to pay the costs as re-charged then legal action will be required to be taken to recover the debt on behalf of the Council

RECOMMENDATION 16:

The Group recommend that District Councils should develop an arrangement whereby if a riparian land owner can not afford or is unwilling to repair water courses, then under the Local Government Act 2000, they should carry out necessary work and where possible claim the cost of works back from the land owners or their estate. [paragraph 7.50]

Operational Implications:

This is an alternative legal basis for achieving the same outcome as under recommendation 15. There may, from time to time, be occasions when using these powers would be helpful. However, the same considerations as to the time and resources needed to recover unpaid debts will apply here as apply to recommendation 15. Bromsgrove District Council will examine this issue, but advice is that this is a difficult and time consuming process.

Financial Implications: The Council will need to consider whether a consultant is to be commissioned to pursue this recommendation or whether an additional drainage engineer is recruited. (Estimated cost for consultant would be £10,000 or an additional land drainage engineer £35,000 p.a.). Were this to be adopted, a budget would also have to be set aside to cover the cost of the proposed works. Officer time from the legal department would also be needed to support the process and undertake debt recovery work.

Legal Implications:

As referred to above there is existing legislation namely the Land Drainage Act which enables local authorities to complete works and re-charge the cost to the land owners. This is the situation that is covered in recommendation 15 above. Recommendation 16 is talking about taking a slightly different legal approach by using the well being powers under the Local Government Act 2000. These powers allow local authorities to do anything that might achieve the promotion or improvement of the environmental and social well being of their area. In legal terms this remedy does not really achieve more than that which can already be achieved under the Land Drainage Act 1991 save that it could be used where there was no formal enforcement action being taken for example, or if there was no intention to recover the costs and it was a case of carrying out some improvement works for the benefit of the community at large.

RECOMMENDATION 17:

The Group recommend that the flood risk map should be produced by the District Councils and held by the County Council for every parish and urban area affected by floods, showing which properties and roads had flooded and the extent and direction of flow of flood waters. The District Council should carry out the mapping, with assistance from parishes. Information needs to be fed in to the County Council, and shared with members of the Land Drainage Partnership. [paragraph 7.17]

The Group recognise that this could involve much work especially for larger parishes; therefore, areas most prone to flooding should be prioritised first. [paragraph 7.18]

The County Council should co-ordinate sharing of the information on GIS maps, working in collaboration and sharing information with the Environment Agency. [paragraph 7.19]

Operational Implications:

The current resources available to Bromsgrove District Council are such that these would have to be augmented by additional resources either to allow the land drainage engineer to undertake this work or so that external expertise could be commissioned to carry out this work under supervision from the land drainage engineer. Additional resources would be necessary even after prioritising areas according to their vulnerability to flooding.

Financial Implications:

The Council will need to consider commissioning a consultant. (Estimated costs £10,000)

Legal Implications:

There are no legal implications.

RECOMMENDATION 18:

A Lecturer in Physical Geography at the University of Worcester has recently carried out some research into predicting where flash floods might occur in the city due to surface water runoff during heavy rainfall. The conclusions appear promising and could be useful for raising public awareness.

The Group recommend that the Land Drainage Partnership considers this and other relevant research (as highlighted in the Pitt Review (Chapter 4) to find a practical cost effective way to model and map areas at risk from flash flooding. [paragraph 7.15].

Operational Implications:

The majority of homes affected by flooding in Bromsgrove is as a consequence of flash flooding. There is some recording of homes affected by such flooding

and information has been assembled on the causes of the flooding. However, there has not been any systematic mapping nor modelling. In order to draw up a map and prepare models the Council's current land drainage resources would have to be augmented with further resources to carry out the work and prepared the map.

Financial Implications:

The Council will need to consider whether a consultant is to be commissioned to pursue this recommendation or whether an additional drainage engineer is recruited. (Estimated cost for consultant would be £10,000 or an additional land drainage engineer £35,000 p.a.)

Legal Implications:

There are no legal implications save that it is not known at this stage what aspects of the Pitt Review will be formally imposed on local authorities through legislation. The government has announced that a draft Floods and Water Bill will be published in the Spring of 2009.

RECOMMENDATION 19:

The Group recommend that records of drainage maintenance carried out are also kept and routinely maintained and that, again, overall responsibility should rest with the County Council. [paragraph 7.20]

Operational Implications:

The officer watercourses group of the District Council has received some information on maintenance arrangements, but further work needs to be carried out to ensure this is in a systematic form.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications.

RECOMMENDATION 20:

The Group recommend that the County Council, in collaboration with the District Councils, should consider maintaining an inventory of local equipment held by local farmers which could be used in alleviating flooding and drainage problems either during a flooding event or as part of recovery [paragraph 7.27]

Operational Implications:

Information on local equipment held by local farmers which could be used to alleviate flooding and drainage problems is not held by the Council. The

Council's current resources will not permit this work to be carried out in a short time scale. In order to assemble this information, the Council's current resources would have to be augmented by external support.

Financial Implications:

The Council will need to consider commissioning a consultant. (Estimated costs £10,000)

Legal Implications:

There are no legal implication relating to the task of collating an inventory; if it is intended that the equipment should be used in instances of flooding by the Council or other agencies there are legal issues which would have to be addressed as to the arrangements under which that use should take place together with possible health and safety issues.

RECOMMENDATION 21:

The Group recommend that the County and District Councils consider ways to improve advising both rural and urban householders of their drainage responsibilities, including details on the availability of grants as well as the consequences of non compliance. [paragraph 7.44]

Operational Implications:

Bromsgrove District Council will need to examine the feasibility of running a campaign that focuses on responsibilities for watercourses and ditches and the availability of grants and potential for penalties to be imposed. A campaign of this sort will inevitably generate new demands and calls for advice on managing watercourses and drainage. The Council's present level of resource in relation to land drainage would mean that it could not adequately respond to these additional expectations. The Council would have to recruit or engage additional resources.

Financial Implications:

The Council will need to consider whether a consultant is to be commissioned to pursue this recommendation or whether an additional drainage engineer is recruited. (Estimated cost for consultant would be £10,000 or an additional land drainage engineer £35,000 p.a.)

Legal Implications:

The Council is able to give general advice and guidance; it would not be in a position to give specific legal advice to private individuals.

RECOMMENDATION 22:

The Group recommend that the County and District Councils develop protocols for sharing appropriate staff resources during recovery work after emergencies where appropriate. [paragraph 8.35]

Operational Implications:

Bromsgrove District Council has limited resources to meet its own needs. However, approaches will be made to the County's emergency planning section to co-ordinate the preparation of an inter-district protocol.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications.

RECOMMENDATION 23:

One of the issues raised in the Pitt Review was the need for a door knocking flood warning system at a local level¹². Lists of vulnerable people should be kept along with named persons with responsibility for warning. We believe that parishes are best placed to carry out this kind of warning system in rural areas.

The Group therefore recommend that such a system should be explored further and incorporated into parish emergency plans where appropriate. [paragraph 5.29]

In urban or non-parished areas, the possibility of existing neighbourhood watch areas taking on responsibility for warning the vulnerable should be considered. [paragraph 5.30]

Operational Implications:

Bromsgrove District Council has contacted the Fire and Rescue Service about a register of vulnerable households in the district. This information has not been received, but efforts will be made to follow through the request. Information will be sought from the Council's Lifeline service on details they maintain of vulnerable households and a register will be constructed.

The issue of vulnerable households will be discussed at the Parish Forum and raised as an item at neighbourhood meetings and PACT meetings.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

Any personal data collected would have to be stored and used in accordance with the terms of the Data Protection Act.

RECOMMENDATION 24:

The Group recommend that the County Council's Emergency Planning Team assists with the development of a blue print or toolkit, providing more than just a skeleton, for other parishes' emergency plans, with the aim of encouraging parishes to create their own emergency plans for use in appropriate circumstances. [paragraph 5.33]

Operational Implications:

The County Council's Emergency Planning Team will be invited to attend a Parish Forum to assist Parish's with the development of a blue print or toolkit for parish's emergency plans. However, it may prove necessary for the District Council to organise a training session for parish council representatives on drawing up a parish emergency plan.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

The parishes affected would need to take their own legal advice from CALC on the legal implications of this recommendation.

RECOMMENDATION 25:

It was acknowledged though that all parishes were different and that in some parishes, turnover could be quite frequent, so ways of ensuring information and knowledge were passed on were important, such as perhaps a dedicated annual meeting. [paragraph 5.34]

Operational Implications:

Consideration needs to be given by Bromsgrove District Council to including an item on an annual basis related to emergency planning on its parish forum agenda.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

The parishes affected would need to take their own legal advice from CALC on the legal implications of this recommendation.

RECOMMENDATION 26:

The Group recommend that parishes which have formed their own flood groups, consider incorporating, promoting and deploying flood resistant products as part of the work of the group. [paragraph 6.15]

Operational Implications:

At a future meeting of the Parish Forum information and guidance will be provided on flood resistant products and the item will also be raised at PACT and neighbourhood meetings.

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

Any parishes affected would need to take their own legal advice from CALC in order to establish the legal implications of promoting products in the way suggested.

RECOMMENDATION 27:

The Group recommend that consideration be given to a greater utilization of the local knowledge on road drainage and watercourses of Parish Lengthsman. Parish Lengthsman should be contacted wherever possible to advise the County Council drain clearance teams of main flooding problem areas. [paragraph 7.42]

Operational Implications:

The District Council will propose that parishes that have lengthsman use them to identify flooding problems in their parishes. This matter would be proposed at the Parish Council Forum

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

Those parishes that have lengthsman would need to take their own legal advice from CALC on any legal implications arising from this recommendation.

RECOMMENDATION 28:

It is clear that much good work has taken place during and after the flooding emergency. The Group have been impressed with how organisations are keen to improve any future response. In the absence of an overarching body being responsible for flooding issues the Group support Pitt's recommendations 90 and 91 which require upper tier local authorities to set up scrutiny committees to annually review arrangements for managing flood risk. The Group believe that this joint committee is best placed to carry out such a review at least after the first twelve months. The Group therefore recommend that this Joint Scrutiny Task Group be re-convened in 12 months time to review the outcomes from its findings and recommendations, as well as review progress on arrangements for managing flood risk. [paragraph 9.3]

Financial Implications:

There are no direct financial implications although officer time would be required to pursue this recommendation.

Legal Implications:

There are no legal implications save that as stated above it is not known at this stage what aspects of the Pitt Review will be formally imposed on local authorities through legislation. The government has announced that a draft Floods and Water Bill will be published in the Spring of 2009.

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The Rt Hon Hilary Benn MP
Secretary of State for
Environment, Food and Rural Affairs

The Rt Hon John Healey MP
Minister for Local Government

Dear Council Leader

IMPROVING LOCAL LEADERSHIP FOR FLOOD RISK MANAGEMENT

Summary

This letter draws your attention to the Government response to the Pitt Review of the Summer 2007 floods. In particular it sets out the work we are undertaking to support a new leadership role for local government in local flood risk management. Legislation to underpin this new role, and for those with whom local authorities will need to work closely, is in the pipeline; we intend to consult on a draft Bill next Spring. We are, however, providing funding for local authorities to take action in advance of legislation. This funding will enable those local authorities most at risk of flooding to begin work straight away to build local partnerships, recognising that in doing so there are substantial benefits to be gained from fewer flooding incidents and less severe consequences if flooding does happen.

Early action to assess local capabilities, and build local partnerships, would also help ensure that authorities are fully geared up for their new roles. The current planning system provides for local planning to be underpinned by Strategic Flood Risk Assessments; ensuring that effective risk assessments of this kind are in place will provide a strong basis for assessing future priorities and shaping action. In line with the Government's new burdens doctrine, the net additional cost for local authorities (including police and fire authorities) will be fully funded, with additional money being made available on top of the funds for local flood risk already provided within the current three-year local government finance settlement. The transfer of responsibility for private sewers which relates to recommendations in the Pitt Review was announced on Monday 15 December.

Introduction

The Government's response to Sir Michael Pitt's Independent Review of the Summer 2007 floods was published on 17 December. Please see the webpage: <http://archive.cabinetoffice.gov.uk/pittreview/thepittreview.html>. The Government supports changes in response to all of Sir Michael's recommendations and we have published an action plan for Government, local authorities and others to implement these recommendations. Taken together, these measures will help ensure that as a country we are much better prepared for flooding than we were in Summer 2007, with greatly improved and more comprehensive arrangements in place for flooding before, during and after it happens.

Arrangements are being put in place to monitor delivery of the Action Plan. This will include six-monthly assessments of progress beginning in June 2009; and a new Cabinet Committee on Flooding to drive forward the improvements in flood planning. Sir Michael Pitt and the Local Government Association will be invited to attend meetings of this Committee as appropriate. Sir Michael will also publish his own assessment of progress. The Government has committed to publish for consultation and Pre-Legislative Scrutiny a draft Floods and Water Bill, in Spring 2009, to implement relevant recommendations from the Pitt Review. This will provide a full opportunity for Parliament, and all other interested parties, to comment on the proposals in advance of the final Bill being introduced in a future Legislative Session.

Local authority roles in flood risk management

Sir Michael recommended, and we agree, that local authorities should have a local leadership role for flood risk management. This includes ensuring that flood risk from all sources, including from surface run-off, groundwater and ordinary watercourses, is identified and managed as part of locally agreed work programmes. This enhanced role for local authorities, leading new local partnerships, will be pivotal to success of the much stronger and more comprehensive approach to flood risk management that we want to achieve following Pitt.

The responses to Pitt's Recommendations 14-20, and 90-91, set out the roles that we wish local authorities to play in future. Please see link: <http://www.defra.gov.uk/enviro/fcd/floods07.htm>

Local authorities' responsibilities for flood risk management locally will complement the national strategic overview role that the Environment Agency will have for understanding and assessing risk from all forms of flooding and coastal erosion as well as taking the lead in delivering work to manage risk from coastal erosion and of flooding from main rivers and the sea. The

Agency will be there to support local authorities in their new role, and are developing tools and methods for mapping and managing flood risk for the benefit of everyone. The Agency is also enhancing their forecasting and warning capabilities, together with the Met Office, to look at flooding from all sources.

Sir Michael makes it clear that success will depend on greater coordination and cooperation between local partners. The Government believes that our aims of improved local flood risk management will be best met if new partnership arrangements are established to bring together county, unitary and district authorities, the Environment Agency, water companies and sewerage undertakers and other players including internal drainage boards to work together to secure effective and consistent management of local flood risk in their areas. It will be important that these partnerships are underpinned by a new duty on all partners to co-operate and share information. We would expect these organisations to work together to decide the best arrangements for delivery on an area by area basis, taking account of their current roles and capacities. Local authorities working together will have specific responsibilities for effective management of local flood risk from surface water run-off, groundwater and ordinary water courses.

It is important that there is clarity about accountability. We have accepted Sir Michael's recommendation that county and unitary authorities should have the leadership role in these partnerships. We propose they should take responsibility for ensuring that all relevant partners are engaged in developing a local strategy for flood risk management and securing progress in its implementation. They should be responsible for ensuring that effective arrangements are in place and able to answer questions from their public on the decisions made and action taken.

This will build on the leadership role of county and unitary authorities in Local Area Agreements, and will allow them to develop centres of engineering and flood risk expertise alongside their existing highways functions, providing support to other partners and promoting collaboration across the whole area.

Local planning authorities (district and unitary councils) have a key role with their land use planning functions in ensuring that effective Strategic Flood Risk Assessments, as required by Planning Policy Statement 25 (PPS25), guide the location of future development (Recommendation 7). They will also continue to be responsible for the management of ordinary watercourses (as will internal drainage boards where they exist), as part of locally agreed programmes for flood risk management.

The new partnership arrangements will support greater collaboration in flood risk assessment and development of management plans, and sharing of expertise, supporting strategic engagement with the Environment Agency and water and sewerage companies and other stakeholders. We will be consulting further on how these new arrangements will work, in particular how we can best build effective partnerships and delivery, and support collaboration in two-tier areas.

It is important to stress that we do not wish to impose a “one-size-fits-all” approach to the way partnerships are developed and managed. All partners are asked to consider and agree how best to work together to manage the different sources of flooding in their area. For instance, county councils might want to develop collaborative arrangements with districts across the county area to support an effective county wide Strategic Flood Risk Assessment. A county council might want to arrange for district councils or IDBs to manage local drainage on their behalf. A county and district might want to work together on an effective surface water management plan for a high risk community. Other councils might want to join forces to manage flood risk across wider boundaries. For example, it might be more effective, organisationally and economically, if adjacent unitary authorities decide to join together (or join up with an adjacent county authority) to manage the risk across a wider area.

As part of their local leadership role, under the proposed legislation, we would also want local authorities to agree a strategic approach to managing local flood risk in their areas, and develop work programmes which set out publicly and clearly how and by whom the risks will be managed. This would include working with all parties to establish ownership of drainage systems and watercourses, their condition, and any legal responsibility that attaches to such ownership (Recommendations 15 and 16). To support local authorities in their role we intend introducing a requirement on all parties to co-operate and share information (Recommendation 17).

In line with recommendation 18, local authorities will have a particular role to play in filling the current gap which exists for managing flood risk from surface water (and groundwater). Surface water management plans (SWMPs) will assess and manage these risks and guidance on their preparation will shortly be published by Defra. Defra has announced funding for an initial series of 6 SWMPs, with more to follow.

Clear arrangements should be put in place to encourage the development, implementation and future maintenance of sustainable drainage systems (SUDS) in public areas (in line with Recommendation 20). While we propose that county and unitary authorities should take formal responsibility for adopting such SUDS, they could use normal delegation arrangements to agree appropriate funding and maintenance with other bodies. Further discussions with stakeholders are taking place on these issues in advance of the draft Floods and Water Bill.

On funding more generally, Government agrees with Sir Michael that given the significant local private benefits of better flood risk management, local communities should be able – and should be encouraged – to fund local priorities that cannot be afforded by the Exchequer. Our response to Recommendation 24 sets out our intended direction, with county and unitary authorities well-placed to help decide whether local priorities should be funded, and if so, how to raise the necessary sums, subject to normal constraints on excessive council tax increases. Local authorities and communities already have a range of options available to them to supplement

national funding for flood and coastal erosion risk management, to help pay for local schemes that do not meet national priorities but would nevertheless deliver significant direct benefits to local communities in terms of property values, insurance availability and in terms of economic and environmental sustainability.

Recovery

In relation to recovery, many of the recommendations in the Pitt Report reflect current best practice and have already been reflected in the National Recovery Guidance, which was published by Cabinet Office in October 2007. In Recommendation 81, Sir Michael recommends that there should be an agreed framework, including definitions and timescales, for local-central recovery reporting. The Government supports this recommendation and work is underway to develop a reporting framework setting out the information required, and how it might be obtained. We recognise that reporting requirements will need to be flexible, to enable additional information to be collected depending on the particular nature of the incident and operational needs, particularly at the local level. The framework will be developed with other relevant government departments and the LGA. Consultation on the framework will take place as part of the revision of the Emergency Response and Recovery Guidance, due to take place in early 2009.

We agree with recommendation 83 that *'local authorities should continue to make arrangements to bear the cost of recovery for all but the most exceptional emergencies, and should revisit their reserves and insurance arrangements in the light of last summer's floods'*. The Chartered Institute of Public Finance and Accountancy (CIPFA) have now updated and published their guidance to provide clarity to local authorities on the need to review and assess all financial risks.

Oversight

The Government's response to Recommendations 90 and 91 set out how we believe these arrangements should be monitored and overseen. Clearly, as local authority functions, they will come under the council's existing overview and scrutiny committee arrangements and councils will wish to consider how scrutiny arrangements can best consider flooding issues. This may involve establishing a separate scrutiny committee or integration into existing scrutiny structures as appropriate. To support the overview and scrutiny, we shall consider whether other bodies involved in flood risk management should be under an obligation to co-operate and share information with scrutiny committees, in parallel with the obligation to support local authorities under Recommendation 17. We are also encouraging local authorities to produce annual reports on their actions to manage local flood risk. We will consider whether such reports should be a statutory duty, and what arrangements might be put in place for the reports being peer reviewed and views fed back.

Transfer of responsibility for private sewers to water companies

The Government has also announced the intention to transfer ownership of existing private sewers and lateral drains that drain to public sewers, to the nine statutory Water and Sewerage Companies (WaSCs) operating in England. We intend that this will take effect from April 2011. The burden of these responsibilities currently fall primarily on individuals (most of whom have no idea that they might be liable) but local authorities frequently get involved (and incur expenditure) in remediation work, resolving disputes and providing advice. Local authorities (and others, including the Association of British Insurers) have strongly supported this transfer in the consultations to date. We will also take action to prevent a new stock of private sewers growing to replace the transferred existing stock, by requiring that in future all new sewers and laterals that connect to the public system should automatically come under the WaSCs.

Floods and Water Bill

As summarised in this letter and in the more detailed response to the Pitt Review, we wish local authorities to play a significantly greater role in the future management of local flood risk. The draft Floods and Water Bill, which we will publish next Spring for consultation, will set out the powers and duties that we consider all relevant organisations should have for managing flood and coastal erosion risk. We want to put in place arrangements that are fit for the 21st Century, but which still reflect and respect the roles, responsibilities and capabilities of the organisations currently involved.

Publication of the draft Bill will allow Parliament, and the wider public, to consider and comment on the proposals. We will consider all comments in developing the final Bill for introduction to Parliament; timing of the Bill will depend on the Parliamentary timetable. As with the non-legislative actions arising out of the Pitt Review, these new statutory functions will be fully and properly funded to ensure there is no additional pressure on council taxpayers.

Funding for the new local leadership role

Local authorities are already funded to manage local flood and coastal erosion risk. In addition to historically high levels of spend, the local government settlement for the current spending review period foresaw the need for local authorities to spend increasing amounts in this area. Local authorities also stand to save financially from taking a proactive stance on local flood risk, through fewer flooding incidents and bearing less severe consequences. The expected savings in insurance premiums and local authority response and recovery costs can be reinvested in further reducing the risk of local flooding.

But the scale and importance of the new role is such that further funds are to be made available to local authorities. As mentioned above, an initial 6 local authorities are to receive funding to prepare surface water management plans straight away. A further exercise of this kind amongst the highest priority areas will be run in 2009/10, with the aim of bringing the total number of local authorities with surface water management plans to at least 50 by the end of 2010. Once SWMPs are in place, local authorities will be invited over the current spending period to bid for additional funds to take forward priority actions within SWMPs, and to help support other local authority capital costs in taking forward the Pitt recommendations. An additional £15m in total will be delivered to local authorities between now and March 2011.

From April 2011, local authorities are expected to benefit substantially from savings arising from the transfer of private sewers to the WaSCs referred to above. Local authority expenditure released by the transfer, together with savings from better local flood risk management and the increased baseline in local floods spend available within the formula-based grant, is expected to contribute significantly to the additional activities that local authorities will be required to perform. As the Floods and Water Bill progresses, Government will keep under review the new burdens being implied by the Bill for local authorities and will ensure that the net additional cost remains fully funded.

Next steps

Flooding is an ever-present risk; and, with climate change, a growing one. The Government therefore considers that appropriate action must be taken without waiting for the Floods and Water Bill. Specifically we are increasing funding in the current spending review period (to 2010/11) for local authorities to take action in accordance with the future roles and responsibilities as set out in this letter and the more detailed response to the Pitt Review. This includes councils:

- assessing and building your technical capacity (in line with Recommendation 19);
- starting to build the partnerships with all relevant local bodies;
- ensuring that effective Strategic Flood Risk Assessments are in place as required by PPS25;
- setting in place arrangements for understanding and managing local flood risk from all sources; and
- developing Surface Water Management Plans in high priority areas where funding is available

The Environment Agency will provide support to councils and will be one of the key partners with whom you will want to engage. We will also be writing

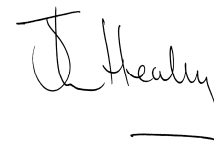
separately to internal drainage boards, water companies and the Highways Agency to ask them to support you in this work.

In April 2009 we will be asking county and unitary authorities about the approach they intend to take; whether they have been able to make progress with partners; whether there are any barriers to progress that they need help in overcoming; and whether they are getting the necessary support from other partners in advance of the proposed powers and duties that we aim to introduce through the Floods and Water Bill.

We are copying this letter to your council's Chief Executive and to Chairs of the local Fire and Police Authorities.



HILARY BENN



JOHN HEALEY

BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

3RD FEBRUARY 2009

RECOMMENDATION TRACKER

This report lists all Task Group recommendations approved by Cabinet with the following information: who will be progressing the approved recommendations; when the recommendations are expected to be implemented by; and any officer comments which might be useful to the Overview Board. The recommendations are grouped by Task Group.

All general recommendations made by the Overview Board (including those arising from joint Overview Board and Scrutiny Board meetings) are also listed when applicable.

Recommendations from the Overview Board: 6th January 2009

*Rec. No.	Detail of Recommendation	Officer Responsible	Implementation/ Action to take place by	Tick if completed	Officer Comments
N/A	It was recommended that the Cabinet be requested to approve and adopt the Air Quality Strategy and Planning Protocol for Herefordshire and Worcestershire.	Head of Legal, Equalities and Democratic Services	4th March 2009	To be considered by Cabinet in March 2009	The Cabinet is due to discuss the Air Quality Strategy and Planning Protocol for Herefordshire and Worcestershire on 4th March 2009. At the same time, the Cabinet will take into consideration the Board's recommendation. The decision by the Cabinet can be included on the next tracker report.

*Note: "Rec. No." is the Recommendation Number as given within an Overview and Scrutiny Report compiled by a Task Group

Recommendations made jointly by the Overview Board and Scrutiny Board: 2nd December 2008

*Rec. No.	Detail of Recommendation	Officer Responsible	Implementation/ Action to take place by	Tick if completed	Officer Comments
N/A	<p>The Cabinet be requested to consider the following at its meeting due to be held on 4th February 2009:</p> <ul style="list-style-type: none"> ▪ the Joint Countywide Report on flooding; ▪ the financial and other implications relating to the recommendations being put forward; and ▪ that the views of the Overview Board and Scrutiny Board be taken into consideration. 	Head of Legal, Equalities and Democratic Services	<p>4th March 2009 (Cabinet delayed the report for one month to enable Overview and Scrutiny Members to provide any further recommendations in light of implications)</p>	To be discussed at Cabinet in March 2009	Originally, the Cabinet was due to consider the Joint Countywide Report on Flooding at its meeting in February. However, following the request made by Overview and Scrutiny Members for further information on the implications attached to the recommendations, Cabinet's consideration of the report was delayed by one month. This was to ensure Overview and Scrutiny Members had the opportunity to put forward any further comments and/or recommendations in light of implications.
N/A	<p>(a) that a rise in car parking charges, at approximately the rate of inflation, be included in all years for the Medium Term Financial Plan for 2009/10 to 2011/2012 (as supported by the Budget Jury);</p> <p>(b) that Worcestershire County</p>	Head of Legal, Equalities and Democratic Services	7th January 2009	✓	<p><u>Recommendations (b), (d) and (e) were approved:</u></p> <p>(b) the 'Self Advocacy' bid was changed to a low priority bid following consideration by the Budget Jury. However,</p>

	<p>Council be approached for funding towards the new bids 'Disability Group' and 'Finding a Voice' and 'Self Advocacy; that the £25K bid in 2009/10 to fund an improvement manager for 6 months be withdrawn;</p> <p>(d) that West Mercia Police be requested to consider making a financial contribution towards the replacement of CCTV equipment; and</p> <p>(e) that the Cabinet consider ensuring all funding relating to the chargeable green waste collections is separate to the funding required for the refuse and recycling collection service.</p>			<p>officers are currently preparing a letter to Worcestershire County Council to request funding towards the 'Disability Group' and 'Finding a Voice' bids;</p> <p>(d) a letter has recently been sent to the Police and the Executive Director – Services will provide a verbal update at the meeting; and</p> <p>(e) the Programme (Management) Board will work with the Head of Street Scene and Community to ensure the figures are allocated separately. This will be reported to the Performance Management Board on a quarterly basis via the Integrated Finance and Performance Report.</p> <p><u>Recommendations (a) and (c) were not approved:</u></p> <p>Following discussions with Councillor P. M. McDonald, who was Chairman of the Joint Overview Board and Scrutiny Board meeting in</p>
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					<p>December, Cabinet agreed that:</p> <p>(a) the bid to fund an improvement manager for 6 months would remain; and</p> <p>(c) a rise in car parking charges, at approximately the rate of inflation, would not be included as the car parks were currently not being fully utilised due to the current economic climate.</p>
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To avoid duplication, information relating to the **Approved Recommendations from the Air Quality Investigation** has not been incorporated into this document. The reason for this is it has been included within the report relating to the Air Quality Review and therefore will be dealt with separately under Agenda item number 8.

BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

3RD FEBRUARY 2009

POSSIBLE TOPICS FOR FURTHER INVESTIGATION

Responsible Portfolio Holder	N/A
Responsible Head of Service	Head of Legal, Equalities and Democratic Services

1. SUMMARY

- 1.1 There are currently three topics on the work programme and the Board needs to decide how it would like to move forward in relation to this subject areas.

2. RECOMMENDATIONS

- 2.1 Consider the completed forms for each topic (attached) together with additional information contained within paragraphs 3.5 to 3.17 in order to:
- (a) confirm which the topics will remain on the work programme; and
 - (b) decide the priority order of the topics.
- 2.2 Subject to the outcome of 2.1 above, decide how each topic will be investigated (e.g. via a Task Group or via the Board).
(Please note: Each Board can have one Task Group at any one time)

3. BACKGROUND

- 3.1 There are currently three items on the work programme which the Board needs to consider. The Members who are suggesting the topics have completed the necessary forms which are the proposal form and the scoping checklist (attached as appendices).
- 3.2 Should the Board decide that more than one subject should be investigated, the priority order needs to be agreed.

- 3.3 Assuming it is agreed one or more topics should be investigated, Members will then need to agree how this should be undertaken. The options are:
- Set up a Task Group to carry out the investigation (this is particularly suited to topics requiring in-depth investigations covering a large remit); or
 - The Board itself carries out the investigation (this would be appropriate if the topic can be investigated over one or two meetings)
- 3.4 If Members are uncertain whether or not further investigation is required, they also have the option of requesting the relevant Head of Service to present a report and discuss the matter with the Board so to enable Members to come to a decision.

Older People

- 3.5 The former Scrutiny Steering Board decided sometime ago that a possible future topic for further investigation was Older People, particularly as it has been predicted that the elderly population is set to rise further. There was some discussion on how this could be progressed and Councillor Mrs. Bunker suggested that, as a first step, older people themselves should be consulted to find out which areas most concern them. This would ensure that it was these areas that were investigated. Therefore, with the help of the Assistant Chief Executive and his team, focus groups (one rural and one urban) were set up in the summer 2008.
- 3.6 Snap Surveys was asked to facilitate the focus groups. The recruitment of the groups was out-sourced to a third party. Potential respondents were stopped in the street and invited to participate. Willing residents were asked a number of questions about themselves (including where they lived, age group and socio-economic group) so that a wide range of residents were recruited. In total there were 10 respondents in each group.
- 3.7 Councillor Mrs. Bunker is suggesting that Members concentrate on the following, as these are areas which came out of the focus groups that have not been covered by Overview and Scrutiny recently:
- Health and Wellbeing
 - Community Facilities and Activities
 - Housing and Cost of living
- 3.8 The proposal and scoping checklist which has been completed by Councillor Mrs. Bunker are attached at Appendix 1 and 2. Members need to consider these forms and decide how they wish to move this topic forward. Due to the potentially large remit of the investigation, it would be suitable to establish a Task Group to undertake an in-depth investigation.

Sponsorship Funding

- 3.9 The suggestion of looking at sponsorship funding was raised at the last meeting by the Chairman.
- 3.10 At that meeting, it was explained that the existing policy was still in its infancy. Officers are continuing to work on raising funding for the Council through sponsorship and input from the Board in reviewing the policy would be helpful.
- 3.11 The proposal and scoping checklist which were completed by Councillor McDonald are attached at Appendix 3 and 4. The Board now needs to decide on how to progress this matter. This particular topic could be suitable for the Board to undertake over a couple of meetings.

Takeaways

- 3.12 A second suggestion put forward by the Chairman at the last Board meeting was in relation to takeaways; specifically, looking at controlling the number of takeaways in a particular area.
- 3.13 However, the Head of Planning and Environment, who was at the Board Meeting, advised Members that they needed to be clear what could and could not be achieved, taking into account national policy guidance and market forces.
- 3.14 It should be pointed out that Planning Policy regarding hot food takeaways is found in national policy in PPS1 and PPS6, also under specific area policies within the Bromsgrove District Local Plan. Local plan policies exist for the following local centres Alvechurch (ALVE2); Barnt Green (BG1); Town Centre (BROM11 and13); Catshill (BROM 23); Aston Fields (BROM 24); Hagley (HAG 3); Rubery (RUB 2) and Wythall (WYT 1), the policy states that:
“within the area defined on the proposals map the District Council will allow proposals for retail development at ground floor (Use Classes A1, A2 and A3) and retail office and residential use at upper floor level.”
- 3.15 Members should be aware that National policies also inform local decision making in particular PPS1 Delivering Sustainable Development and PPS6 Planning and Town Centres. PPS1 promotes the creation of safe and accessible environments where crime and disorder or fear of crime does not undermine quality. It also states that in planning for the achievement of high quality and inclusive design, planning authorities should have regard to good practice set out in Safer Places the Planning System and Crime Prevention which states that:

“Attracting the right mix of uses can generate greater activity and surveillance. The right mix of uses in an area almost always leads to more surveillance, more of the time. Care should be taken to ensure that the mixed uses in a locality are compatible. For example, concentrations of bars and clubs are usually best sited away from residential areas. A town centre residential population brings activity, surveillance and ownership, and should be encouraged.”

- 3.16 Current ongoing work on the core strategy has not identified the proliferation of hot food takeaways as a specific issue and as such it is considered by the Head of Planning and Environment Services that the current national and local policy can be used to ensure the vitality of the District’s retail centres is maintained and enhanced.
- 3.17 The proposal and scoping checklist which were completed by Councillor McDonald are attached at Appendix 5 and 6. Taking this into account, and the information contained in the paragraphs above (3.12 to 3.16), Members now need to decide whether or not this topic is suitable for further consideration.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications directly relating to this report, however, any implications in relation to the specific topics mentioned in this report would be considered as part of any subsequent investigation undertaken.

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications directly relating to this report, however, any implications in relation to the specific topics mentioned in this report would be considered as part of any subsequent investigation undertaken.

6. COUNCIL OBJECTIVES

- 6.1 This report does not directly link to the Council Objectives, however, information on how each topic links to the Council Objectives and Priorities are included in the proposal forms.

7. RISK MANAGEMENT

- 7.1 There are no risk management issues directly relating to this report, however, any implications in relation to the specific topics mentioned in this report would be considered as part of any subsequent investigation undertaken.

8. CUSTOMER IMPLICATIONS

8.1 There are no customer implications directly relating to this report, however, any implications in relation to the specific topics mentioned in this report would be considered as part of any subsequent investigation undertaken.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

9.1 There are no implications directly relating to this report for the Council's Equalities and Diversity Polices, however, any implications in relation to the specific topics mentioned in this report would be considered as part of any subsequent investigation undertaken.

10. VALUE FOR MONEY IMPLICATIONS

10.1 There are no value for money implications directly relating to this report, however, any implications in relation to the specific topics mentioned in this report would be considered as part of any subsequent investigation undertaken.

11. OTHER IMPLICATIONS

Any implications in relation to the specific topics mentioned in this report would be considered as part of any subsequent investigation undertaken.

Procurement Issues – None
Personnel Implications – None
Governance/Performance Management – None.
Community Safety including Section 17 of Crime and Disorder Act 1998 – None
Policy – None
Environmental – None

12. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	No, not at this stage.
Chief Executive	Yes

Executive Director - Partnerships and Projects	Yes
Executive Director - Services	Yes
Assistant Chief Executive	Yes
Head of Service	Yes
Head of Financial Services	No
Head of Legal, Equalities & Democratic Services	Yes
Head of Organisational Development & HR	No
Corporate Procurement Team	No

13. WARDS AFFECTED

All Wards.

14. APPENDICES

- Appendix 1 - Proposal Form relating to Older People
- Appendix 2 - Scoping Checklist relating to Older People
- Appendix 3 - Proposal Form relating to Sponsorship Funding
- Appendix 4 - Scoping Checklist relating to Sponsorship Funding
- Appendix 5 - Proposal Form relating to Takeaways
- Appendix 6 - Scoping Checklist relating to Takeaways

15. BACKGROUND PAPERS

None.

CONTACT OFFICERS

Name: Della McCarthy, Scrutiny Officer
E Mail: d.mccarthy@bromsgrove.gov.uk
Tel: (01527) 881407

OVERVIEW AND SCRUTINY - PROPOSAL FORM

Name of Councillor:	Maddy Bunker
Topic:	Mental and physical wellbeing of the older population of Bromsgrove District.
Specific subject areas to be investigated:	<ul style="list-style-type: none"> ▪ Health and wellbeing ▪ Community Facilities and Activities ▪ Housing and Cost of Living
Reasons why this subject should be considered:	<p>The greatest increase in population in Bromsgrove is projected to be in the older age groups of 60-69 (42% between 2004 – 2029) , 70 – 79 (50%) and 80 + (123%) (Mott McDonald Bromsgrove Evidence Report 2007).</p> <p>One in six of today's elderly said that they felt "often or always lonely". The researchers calculated that by 2021 the number of people over 65 who had no weekly contact with friends, family or neighbours would rise by 33 per cent to as many as 2.2 million (National study; Home Alone)</p> <p>10 % - 15% of people over 65 suffer from depression. 2% of older people live in nursing or residential homes in 2004 (Commissioning Strategy for Older People in Worcestershire)</p> <p>Older people have stated that they want support to live independently preferably within their own homes or home like alternatives. They would like advice and information on housing options and services. (Coming of Age, Audit Commission)</p> <p>Older people are a specific priority of the Community Strategy and they will be affected by the outcomes of the other priorities such as: Communities that are safe and the Town Centre Regeneration.</p>
Evidence to support the need for this particular investigation:	As Above
Council priorities it links to:	Not a council priority at the moment but I would expect that part of the role of the task group would be to assess whether the council priorities need to be adjusted to take into account the change in demographics. This might be done by an assessment of each existing priority to see that they could be delivered to meet the needs of older people.
Possible key outcomes: (i.e. what do you anticipate could be achieved?)	To develop a strategic plan for older people in Bromsgrove District to ensure that the services provided by the Council and its partners are responsive to the emerging challenges of the changing demographics.

Please indicate if any of the following apply to the proposed subject area:

Poorly performing service	
An area of concern identified by internal or external audit process	
Identified as a key issue in the Sustainable Community Strategy	✓
Contributes to the aims of the Council Plan	
Key interest to the public (e.g. low levels of satisfaction with the service/featured in local media)	✓
It affects more than three wards within the District	✓
It affects Bromsgrove District and one or more areas outside the District	✓
High level of budgetary commitment	Potential
Pattern of overspending or underspending	
Contributes to priority area of central government	✓
Proposed new policy for the Council	Potential

Please return completed forms to: Della McCarthy, Scrutiny Officer,
Legal, Equalities and Democratic Services, Bromsgrove District Council
Email: d.mccarthy@bromsgrove.gov.uk



OVERVIEW AND SCRUTINY EXERCISE SCOPING CHECKLIST

This form is to assist Members to scope the overview and scrutiny exercise in a focused way and to identify the key issues it wishes to investigate.

- Topic: **Mental and physical wellbeing of the older population of Bromsgrove District.**

- Specific subject areas to be investigated:

- **Health and Wellbeing**
- **Community Facilities and Activities**
- **Housing and Cost of Living**

Other areas such as transport have already been looked at taking into account the needs of older people, so will not be covered again

- Possible key outcomes:

(i.e. please state what Members hope to achieve through this investigation):

To develop a strategic plan for older people in Bromsgrove District to ensure that the services provided by the Council and its partners are responsive to the emerging challenges of the changing demographics.

All councils need to understand their older communities and shape both universal and targeted services accordingly. Increased awareness, better engagement and innovation could help many older people without significant expenditure. (Don't stop me now, Audit Commission 2008)

- Should the relevant Portfolio Holder(s) be invited to give evidence? **YES**

- Which officers should be invited to give evidence?

(Please state name of officer and/or job title)

Assistant Chief Executive/Senior Policy Officer; Strategic Housing Manager; Health Improvement Practitioner (from PCT based at the Council House)

- Should any external witnesses be invited to give evidence? **YES**

If so, who and from which organisations?

Age Concern; Worcestershire County Council; PCT; and Older Peoples Forum.

- What key documents/data/reports will be required?

An assessment of each council priority to determine the extent to which its delivery currently takes into account the needs of older people. To include evidence and recommendations stating what changes will be needed in the future.
Scrutiny exercises undertaken by other authorities that may be relevant. Mott McDonald Bromsgrove Report 2007. Reports from other organisations e.g. Age Concern; Don't stop me now, Audit Commission 2008.

- Is it anticipated that any site visits will be required? **NO**
 If so, where should members visit?

N/A

- Should a period of public consultation form part of the exercise? **NO**
 If so, on what should the public be consulted?

Have already consulted via focus groups and there will be the usual press release requesting comments/suggestions from the public.

(Please Note: A separate press release requesting general comments/suggestions from the public will be issued in the normal way at the beginning of the investigation.)

- Have other authorities carried out similar overview and scrutiny exercises? **YES**
 If so, which authorities?

**Stoke-on-Trent
 West Lancashire**

- Will the investigation cross the District boundary? **NO**
 If so, should any other authorities be invited to participate? **NO**
 If yes, please state which authorities:

N/A

- Would it be appropriate to co-opt anyone on to the Task Group/Board whilst the Overview and Scrutiny exercise is being carried out? **YES/NO***
 If so, who and from which organisations?

Anne Sowton, Chair of the Older Peoples Theme Group

- What do you anticipate the timetable will be for the Overview and Scrutiny exercise?

To be discussed by the Overview Board.

(*Delete as appropriate)

OVERVIEW AND SCRUTINY - PROPOSAL FORM

Name of Councillor:	Peter McDonald
Topic:	Sponsorship
Specific subject areas to be investigated:	Policy regarding Sponsorship
Reasons why this subject should be considered:	To ensure the Policy is Fit for Purpose
Evidence to support the need for this particular investigation:	Policy has been created in reaction to events and does not meet the Council's priorities.
Council priorities it links to:	Value For Money; (Sense of Community) Equality & Diversity
Possible key outcomes: (i.e. what do you anticipate could be achieved?)	A Policy Fit For Purpose

Please indicate if any of the following apply to the proposed subject area:

Poorly performing service	
An area of concern identified by internal or external audit process	✓
Identified as a key issue in the Sustainable Community Strategy	
Contributes to the aims of the Council Plan	✓
Key interest to the public (e.g. low levels of satisfaction with the service/featured in local media)	
It affects more than three wards within the District	✓
It affects Bromsgrove District and one or more areas outside the District	
High level of budgetary commitment	✓
Pattern of overspending or underspending	
Contributes to priority area of central government	
Proposed new policy for the Council	✓

Please return completed forms to: Della McCarthy, Scrutiny Officer,
Legal, Equalities and Democratic Services, Bromsgrove District Council
Email: d.mccarthy@bromsgrove.gov.uk

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OVERVIEW AND SCRUTINY EXERCISE SCOPING CHECKLIST

This form is to assist Members to scope the overview and scrutiny exercise in a focused way and to identify the key issues it wishes to investigate.

- Topic: **Sponsorship**

- Specific subject areas to be investigated:

To develop and improve the policy on sponsorship funding and specifically, ensure that:

- organisations from which the Council receives sponsorship have a Ethics, Diversity and Equalities Policy
- the Council does not support or promote organisations that could damage the reputation of the Council
- the Council receives Value For Money.

- Possible key outcomes:

(i.e. please state what Members hope to achieve through this investigation):

A policy fit for purpose

- Should the relevant Portfolio Holder(s) be invited to give evidence? **YES**
- Which officers should be invited to give evidence?
(Please state name of officer and/or job title)

P. Street (Executive Director – Partnerships and Projects); F. Scott / C. Felton (Equalities and Diversity Officer)

- Should any external witnesses be invited to give evidence? **YES/NO***
If so, who and from which organisations?

Yet to be decided

- What key documents/data/reports will be required?

Government guidelines and other authority's policies

- Is it anticipated that any site visits will be required? **NO**
If so, where should members visit?

N/A

- Should a period of public consultation form part of the exercise? **NO**
If so, on what should the public be consulted?

Usual press release requesting comments/suggestions is likely to be enough for this particular topic but the Overview Board may decide otherwise.

(Please Note: A separate press release requesting general comments/suggestions from the public will be issued in the normal way at the beginning of the investigation.)

- Have other authorities carried out similar overview and scrutiny exercises? **NO**
If so, which authorities?

Not aware of any other authority exploring sponsorship but there is a need to investigate further research may be required.

- Will the investigation cross the District boundary? **NO**
If so, should any other authorities be invited to participate? **NO**
If yes, please state which authorities:

N/A

- Would it be appropriate to co-opt anyone on to the Task Group/Board whilst the Overview and Scrutiny exercise is being carried out? **YES/NO***
If so, who and from which organisations?

Unknown at this stage – to be discussed by the Overview Board.

- What do you anticipate the timetable will be for the Overview and Scrutiny exercise?

Within the guidelines

(*Delete as appropriate)



OVERVIEW AND SCRUTINY - PROPOSAL FORM

Name of Councillor:	Peter McDonald
Topic:	Take – a - Ways
Specific subject areas to be investigated:	Policy regarding planning applications for Take - a - Ways
Reasons why this subject should be considered:	Criticism of present position with no actual policy in place
Evidence to support the need for this particular investigation:	Criticism from members and the public To create a policy Fit For Purpose
Council priorities it links to:	Sense of Community (reduce the fear of crime); Clean Streets; Planning
Possible key outcomes: (i.e. what do you anticipate could be achieved?)	

Please indicate if any of the following apply to the proposed subject area:

Poorly performing service	
An area of concern identified by internal or external audit process	✓
Identified as a key issue in the Sustainable Community Strategy	
Contributes to the aims of the Council Plan	✓
Key interest to the public (e.g. low levels of satisfaction with the service/featured in local media)	✓
It affects more than three wards within the District	✓
It affects Bromsgrove District and one or more areas outside the District	✓
High level of budgetary commitment	
Pattern of overspending or underspending	
Contributes to priority area of central government	✓
Proposed new policy for the Council	✓

Please return completed forms to: Della McCarthy, Scrutiny Officer,
 Legal, Equalities and Democratic Services, Bromsgrove District Council
 Email: d.mccarthy@bromsgrove.gov.uk

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OVERVIEW AND SCRUTINY EXERCISE SCOPING CHECKLIST

This form is to assist Members to scope the overview and scrutiny exercise in a focused way and to identify the key issues it wishes to investigate.

- Topic: **Take – a – Ways: Planning Policy**

- Specific subject areas to be investigated:

To investigate how the District Council can control the number of takeaways in a particular area and as part of that look at:

Anti-social behaviour and crime related (i.e. litter, noise, cars parked on pavements, rendezvous for criminal activities); effects on neighbouring businesses; the correlation between the number of outlets and obesity in the local area.

- Possible key outcomes:

(i.e. please state what Members hope to achieve through this investigation):

Reduce anti-social behaviour; create a balance of businesses within a high street; increase local trading and a viable local economy; and promote healthy living.

- Should the relevant Portfolio Holder(s) be invited to give evidence? **YES**

- Which officers should be invited to give evidence?

(Please state name of officer and/or job title)

Planning Officers; Environment Officer and the Officer responsible for generation of the local economy.

- Should any external witnesses be invited to give evidence? **YES**
If so, who and from which organisations?

PCT, Business Representatives

- What key documents/data/reports will be required?

Healthy Living, Reports by the Police/Community Safety, Planning

- Is it anticipated that any site visits will be required? **YES**
If so, where should members visit?

Yes (the question is where should members visit? If you have a suggestion, please state it. If not, you could put, "To be discussed further by the Overview Board"?)

- Should a period of public consultation form part of the exercise? **YES/NO***
If so, on what should the public be consulted?

Yet to be decided.

(Please Note: A separate press release requesting general comments/suggestions from the public will be issued in the normal way at the beginning of the investigation.)

- Have other authorities carried out similar overview and scrutiny exercises? **YES/NO***
If so, which authorities?

Not aware of any other authority exploring sponsorship but further research may be required.

- Will the investigation cross the District boundary? **YES**
If so, should any other authorities be invited to participate? **YES/NO***
If yes, please state which authorities:

Unknown at this stage – to be discussed by the Overview Board.

- Would it be appropriate to co-opt anyone on to the Task Group/Board whilst the Overview and Scrutiny exercise is being carried out? **YES/NO***
If so, who and from which organisations?

Unknown at this stage – to be discussed by the Overview Board.

- What do you anticipate the timetable will be for the Overview and Scrutiny exercise?

Within the guidelines

FORWARD PLAN OF KEY DECISIONS

FEBRUARY 2009 TO MAY 2009

This Forward Plan lists the **Key Decisions** which it is proposed to take during the period 1 February 2009 to 31 May 2009. **Key Decisions** are executive decisions which must be taken or delegated by the Council's Cabinet and relate to matters which fall within the Council's agreed Budget and Policy Framework.

Key Decisions are those executive decisions which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in an area comprising two or more wards in the district;

Key Decisions will include:

1. A decision which would result in any expenditure or saving by way of a reduction in expenditure of £50,000 provided the expenditure or saving is specifically approved in the Medium Term Financial Plan.
2. A virement of any amount exceeding £50,000 provided it is within any virement limits approved by the Council;
3. Any proposal to dispose of any Council asset with a value of £50,000 or more or which is otherwise considered significant by the Corporate Property Officer;
4. Any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).
5. Any proposal which would discriminate for or against any minority group.

Further details of each Key Decision are appended to the Forward Plan. To assist with internal forward planning, this Plan also lists other non-key decisions which the Cabinet is expected to make during the specified four month period. The Forward Plan is updated and published on the Council's website on a monthly basis.

CABINET MEMBERSHIP

Councillor R. Hollingworth	Leader and Portfolio Holder for Youth and Leisure
Councillor Mrs. J. M. L. A. Griffiths	Deputy Leader and Portfolio Holder for Street Scene including Clean, Safe and Tidy Streets, Car Parks and Community Safety
Councillor Dr. D. W. P. Booth	Portfolio Holder for Major Projects including the Paperless Office and project management of Longbridge, the Town Centre, Spatial Project and the transfer of the Dolphin Centre
Councillor G. N. Denaro	Portfolio Holder for Finance including Internal Audit and Revenues and Benefits
Councillor Mrs. J. Dyer M.B.E.	Portfolio Holder for Planning Policy and Transportation
Councillor Mrs. M. A. Sherrey	Portfolio Holder for Waste Management and Recycling
Councillor R. D. Smith	Portfolio Holder for Legal, Equalities and Democratic Services, Human Resources and Older People
Councillor M. J. A. Webb	Portfolio Holder for the Customer Service Centre, Revenue Generation, Special Events, Performance Indicators and the Improvement Plan
Councillor P. J. Whittaker	Portfolio Holder for Housing, Environmental Health and Climate Change

CONSULTATION AND REPRESENTATIONS

For **Key Decisions** the summary document appended to the Forward Plan sets out details of any proposed consultation process. Any person/organisation not listed who would like to be consulted or who wishes to make representations on the proposed decision are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided.

Alternatively you may write to The Head of Legal, Equalities and Democratic Services, The Council House, Burcot Lane, Bromsgrove B60 1AA or email: k.firth@bromsgrove.gov.uk

Item No.	Decision Taker & Expected Date of Decision	Original Expected Date of Decision	Proposed Decision	Type of Decision (Key or Non-Key)	Lead Councillor/ Portfolio Holder	Comments
1	Cabinet 4 February 2009		Climate Change – Key Issues for the District Council	Key and Non-Key*	Councillor P. J. Whittaker	*Cabinet will make recommendations to the Council as appropriate
2	Cabinet 4 February 2009	Cabinet 5 Nov 2008	Countywide Air Quality Strategy	Key	Councillor P. J. Whittaker	Initially delayed by officers with a further delay from January to February to allow any written comments from the January meeting of the Overview Board
3	Cabinet 4 February 2009	Cabinet 3 Dec 2008	Houndsfield Lane Caravan Site	Key	Councillor P. J. Whittaker	Delayed as sufficiently detailed proposals had not been received from the two organisations with whom negotiations had been instigated in relation to the possible transfer of the site
4	Cabinet 4 February 2009		Housing Strategy 2006-2011 Mid Term Review	Key	Councillor P. J. Whittaker	
5	Cabinet 4 February 2009		Building Control – New Supplementary Charges	Non-Key	Councillor Mrs J. Dyer M.B.E.	

6	Cabinet 4 February 2009	Cabinet 3 Dec 2008	Business Continuity Plan	Non-Key	Councillor Mrs. J. Dyer M.B.E.	Delayed for further consideration by officers
7	Cabinet 4 February 2009		Improvement Plan Exception Report – November 2008	Non-Key	Councillor M. J. A. Webb	
8	Cabinet 4 February 2009		Stourbridge Road Car Park <i>(this report will include exempt information and be considered in private session)</i>	Non-Key	Councillor Dr. D. W. P. Booth	
9	Cabinet 4 February 2009		Bromsgrove Local Strategic Partnership Board Minutes (4 December 2008)	Non-Key	Councillor R. Hollingworth	
10	LDF Working Party February 2009	LDF Working Party Oct 2008	Bromsgrove Town Centre Issues and Options – Outcome of Consultation on Area Action Plan	Key	Councillor Dr. D. W. P. Booth	Delayed as work on the Core Strategy has taken priority
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11	Cabinet 4 March 2009	Cabinet 7 Jan 2008	Countywide Scrutiny Report on Flooding	Key	Councillors Mrs J. M. L. A. Griffiths & P. J. Whittaker	Report received from County later than expected and officers needed to assess any implications for BDC. Further delay to allow any written comments from the Scrutiny and Overview Boards
12	Cabinet 4 March 2009	Cabinet 5 Nov 2008	Preferred Planning Guidance (PPG)17 - Outturn	Key	Councillor R. Hollingworth	Final PPG17 report delayed by external consultants and discussions taking place with Sports England to ensure it meets our needs
13	Cabinet 4 March 2009	Cabinet 5 Nov 2008	Sports Hub Provision	Key	Councillor R. Hollingworth	Delayed due to the delay in the PPG17 report

14	Cabinet 4 March 2009		Future of the Tourist Information Centre	Key	Councillor R. Hollingworth	
15	Cabinet 4 March 2009		Homelessness Grants – Outturn Expenditure 2008/09 and Bids for 2009/10 and 2010/11	Key	Councillor P. J. Whittaker	
16	Cabinet 4 March 2009		Capital Strategy 2009/2012	Non-Key*	Councillor G. N. Denaro	* Cabinet will make recommendations to the full Council
17	Cabinet 4 March 2009		CCTV Code of Practice	Non-Key	Councillor Mrs. J. M. L. A. Griffiths	
18	Cabinet 4 March 2009		Council Plan 2009/2012 – Part 2	Non-Key*	Councillor R. Hollingworth	* Cabinet will make recommendations to the full Council
19	Cabinet 4 March 2009		Customer First and Access Strategy Review	Non-Key	Councillor M. J. A. Webb	Delayed by officers for further work
20	Cabinet 4 March 2009		Economic Strategy and Priorities	Non-Key	Councillor R. Hollingworth	Delayed by officers for further work
21	Cabinet 4 March 2009	Cabinet 4 June 2008	E-Government Strategy	Non-Key	Councillor Dr. D. W. P. Booth	Delayed as the work on the Hub Shared Service has taken priority
22	Cabinet 4 March 2009		Financial and Performance Monitoring Report – Quarter 3 2008/09	Non-Key	Councillors G. N. Denaro & M. J. A. Webb	
23	Cabinet 4 March 2009		Improvement Plan Exception Report – December 2008	Non-Key	Councillor M. J. A. Webb	
24	Cabinet 4 March (or 1 April) 2009		Longbridge Area Action Plan	Non-Key*	Councillor Mrs. J. Dyer M.B.E.	* Cabinet will make recommendations to the full Council

25	Cabinet 4 March 2009	Cabinet 4 Feb 2009	Scrutiny Report on Anti-Social Behaviour and Alcohol Free Zones	Non-Key	Councillors Mrs. J. M. L. A. Griffiths and P. J. Whittaker	Delayed due to the extension of the timescale for the completion of the report
26	Cabinet 4 March 2009		Sound System - Council Chamber (to approve virement within the agreed 2008/09 budget for a new system)	Non-Key	Councillor R. D. Smith	
27	Cabinet 4 March 2009		Treasury Management Strategy and Investment Strategy 2009/10 to 2011/12	Non-Key	Councillor G. N. Denaro	
28	Cabinet 4 March 2009		West Midlands Biodiversity Pledge and Revised Biodiversity Action Plan	Non-Key	Councillor P. J. Whittaker	
29	Cabinet 1 April 2009		Joint Waste Management Strategy	Key	Councillor Mrs. M. A. Sherrey	
30	Cabinet 1 April 2009		Bromsgrove Museum – Closure	Non-Key*	Councillor R. Hollingworth	* Cabinet to consider a report back on the Friends of the Norton Collection Charitable Trust proposal and option 5 and make recommendations to the full Council as appropriate
31	Cabinet 1 April 2009		Bromsgrove Local Strategic Partnership Board Minutes (5 February 2009)	Non-Key	Councillor R. Hollingworth	
32	Cabinet 1 April 2009	Cabinet 4 March 2009	Fixed Penalty Notices	Non-Key*	Councillor Mrs. J. M. L. A. Griffiths	* Cabinet will make recommendations to the full Council. Delayed pending outcome of budget process

33	Cabinet 1 April 2009		Improvement Plan Exception Report – January 2009	Non-Key	Councillor M. J. A. Webb	
34	Cabinet 1 April 2009		Customer Panel Survey (Quality of Life)	Non-Key	Councillor M. J. A. Webb	
35	Cabinet 1 April 2009	Cabinet 4 February 2009	Place Survey Results	Non-Key	Councillor M. J. A. Webb	Delayed as awaiting results from external company
36	Cabinet 29 April 2009		Private Sector Housing Strategy Review	Key	Councillor P. J. Whittaker	
37	Cabinet 29 April 2009		Improvement Plan Exception Report – February 2009	Non-Key	Councillor M. J. A. Webb	

NOTE: There will be no Cabinet meeting in May 2009

Item No. 1

KEY DECISION

Proposed to be made by the Cabinet on

4 February 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER Councillor P Whittaker</p>	<p>ITEM Key Issues for Council from Climate Change</p>	<p>WARDS AFFECTED All wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report prepared by Executive Director – Partnerships and Projects</p> <p>REPORT AUTHOR Phil Street – Executive Director – Partnerships and Projects 01527 881202</p>	<p>SUMMARY</p> <p>It is becoming widely acknowledged that climate change presents a significant challenge to the UK and to the international community. Government, business and individuals all have a part to play, and all can benefit from rising to the challenge of climate change. The UK's Climate Change Programme, published in 2006, sets out the Government's policies and priorities for action in the UK and internationally. Subsequently, the Climate Change and Sustainable Energy Act 2006 placed an obligation on Government to report to Parliament on greenhouse gas emissions in the UK and action taken by Government to reduce these emissions. The principle three national indicators addressed in this report are NI 185 which requires the Council to reduce the amount of carbon emitted as a result of its own operations and NI 186 that requires the Council encourages a reduction in carbon from each home and business within the district.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>The report highlights the Council's responsibility for addressing carbon emissions and provides details of the measures by which its performance in this area will be measured. It proposes that further resources are need to be focused on climate change and that these will be necessary to ensure the Council fulfils its obligations in relation to those national indicators related to climate change.</p>

The third national indicator is NI188. This requires that the Council accurately forecasts what the impacts of a changing climate will be and ensure that it is adequately prepared for any negative implications. Also the Council has to ensure that any positive implications are fully felt by both the organisation and people who live and work in the district.

CONSULTATION DETAILS

Stakeholders

The report was prepared by Bromsgrove District Council in partnership with Redditch Borough Council.

Method of Consultation

The national indicator will require working with the community and collecting information and data from the wider community and from DEFRA

Consultation period or dates

The national indicator was introduced in April 2008 and will be reviewed in early 2011

DECISION TO BE MADE IN PARTNERSHIP WITH

Redditch Borough Council and will also involve Worcestershire County Council and DEFRA

KEY DECISION

Proposed to be made by
the Cabinet on
4 February 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Councillor Peter Whittaker</p>	<p>ITEM</p> <p>COUNTYWIDE AIR QUALITY STRATEGY</p>	<p>WARDS AFFECTED</p> <p>District Wide</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Team Leader (Pollution & General)</p> <p>REPORT AUTHOR</p> <p>Robin Goundry Team Leader (Pollution & General) 01527 881435</p>	<p>SUMMARY</p> <p>The Local Authorities of Worcestershire and Herefordshire Council, whilst fulfilling their statutory responsibilities and obligations to identify air quality hot spots, have recognised a need to develop a more holistic and unified approach to managing local air quality across the two Counties. Herefordshire and Worcestershire County Pollution Group in 2007 initiated the preparation of a cross-County Herefordshire and Worcestershire Air Quality Strategy (AQS). The improvement of air quality requires input from a wide range of planning and other professions. Therefore this AQS identifies broad actions, particularly for communication and co-operation within and between local authorities and wider bodies and the community.</p> <p>The key advantages of developing and implementing an AQS at County-wide level can be summarised as follows:</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>This has affects and implications District wide by its nature.</p>

- It provides greater consistency across a range of policy areas for the achievement of improved local air quality, including local planning, transport planning, health, industry, housing and environmental protection, and ensures air quality is addressed in a multi-disciplinary way within the different departments of a local authority and across Herefordshire and Worcestershire;
- It provides the framework for a consistent approach to addressing local air quality considerations in development control processes;
- It is a vehicle for developing a coherent air quality policy across Herefordshire and Worcestershire for local planning processes;
- It provides a link to wider initiatives across both the one and two-tier authorities (for example Local Transport Plans, Climate Change programmes, Community Plans and energy efficiency programmes), and
- It provides the platform for local air quality considerations in future rounds of Local Transport Plans.

The cost of the project has been co - funded by the authorities. It will be launched in autumn 2008.

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p data-bbox="210 177 421 213">Stakeholders</p> <p data-bbox="210 252 488 288">District Councillors</p> <p data-bbox="210 327 593 363">Adjacent District Councils</p> <p data-bbox="210 402 663 438">Worcestershire County Council</p>	<p data-bbox="707 177 1003 229">Distribution by email</p>	<p data-bbox="1529 165 1957 234">Non Statutory – ongoing until September 2008</p>

DECISION TO BE MADE IN PARTNERSHIP WITH

District Councils, Worcestershire County Council.

Item No. 3

KEY DECISION

Proposed to be made by
the Cabinet on
4 February 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Peter Whittaker</p>	<p>ITEM</p> <p>GYPSY AND TRAVELLER SITE PROVISION AND REVIEW OF HOUNDSFIELD LANE CARAVAN SITE</p>	<p>WARDS AFFECTED</p> <p>Whole District Plus Hollywood and Majors Green</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Planning and Environment</p> <p>REPORT AUTHOR</p> <p>A.M. Coel Strategic Housing Manager 01527 881270</p>	<p>SUMMARY</p> <p>Following on from the report made to Cabinet in June 2008, this report will provide members with an update upon the consultation with site residents and upon the progress and negotiations undertaken in pursuance of the two favoured options regarding the future management, ownership and improvement of the site</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Recommendations of a recent Gypsy and Traveller Accommodation Assessment relate to provision in the whole district.</p> <p>Provision of site facilities at Houndsfield Lane Site affect the Hollywood and Majors Green Ward.</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p data-bbox="219 320 427 352">Stakeholders</p> <p data-bbox="219 395 674 576">With site residents to assess preferences for improvement to individual pitch and amenity block facilities and the future use of the Transit site.</p>	<p data-bbox="714 368 1507 438">Personal consultation visits to all Houndsfield Lane Site residents by Strategic Housing Officers.</p>	<p data-bbox="1532 368 1771 400">September 2008</p>

DECISION TO BE MADE IN PARTNERSHIP WITH
<p data-bbox="219 796 280 828">N/A</p>

KEY DECISION

Proposed to be made by
the Cabinet on
4 February 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER Cllr P.J. Whittaker</p>	<p>ITEM BROMSGROVE DISTRICT COUNCIL HOUSING STRATEGY 2006-2011 MID TERM REVIEW</p>	<p>WARDS AFFECTED All Wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of the Head of Planning and Environment upon the Mid Term Review Summary and Action Plan Refresh.</p> <p>REPORT AUTHOR A.M. Coel Strategic Housing Manager a.coel@bromsgrove.gov.uk 01527 881270</p>	<p>SUMMARY</p> <p>Bromsgrove’s Housing Strategy 2006–2011 which was developed in 2006, following thorough review and consultation upon housing issues in the District, set out a comprehensive strategy for the Council to focus on its strategic role to meet a broad range of housing objectives.</p> <p>In developing the five year strategy we recognised that we would need to take stock of progress and any changes in market forces and therefore set ourselves a target to carry out a mid term review of the strategy and refresh the action plan.</p> <p>Following the recent completion of the Bromsgrove Housing Market Assessment and two mid term consultation events, this report brings forward for member approval a Mid Term</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Affects all wards.</p>

	<p>Review Summary and Refreshed Action Plan for implementation over the remaining life of the strategy.</p>	
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CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p>Stakeholders</p> <p>Full reange of Housing Strategy Consultees including:</p> <p>BDHT other partner RSLs All RSLs operating in District CAB BYHF Social Services Supporting People PCT Age Concern</p>	<p>All invited to attend two Mid Term Housing Strategy Consultation events in November.</p> <p>Draft Summary and Action Plan circulated for further comment and suggested actions.</p> <p>To be considered by the RSL Preferred Partner and RSL Liaison Groups.</p>	<p>November 2008 - February 2009</p>

<p>DECISION TO BE MADE IN PARTNERSHIP WITH</p> <p>N/A</p>
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KEY DECISION

Proposed to be made by
the Local Development Framework Working Party in
February 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Councillor Dr. D. W. P. Booth</p>	<p>ITEM</p> <p>BROMSGROVE TOWN CENTRE ISSUES AND OPTIONS</p>	<p>WARDS AFFECTED</p> <p>St Johns Ward will be directly affected, but there will be a wider impact across the entire district</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Executive Director – Partnerships and Projects</p> <p>REPORT AUTHOR</p> <p>Phil Street</p> <p>01527 881202</p>	<p>SUMMARY</p> <p>The redevelopment of the town centre is a corporate objective and it will be achieved through specific developments within the town centre. However, it is necessary for the Council to produce an Area Action Plan (AAP) that will provide a vision for the town centre, a context for its development and describe the various areas to be developed and what is being proposed within the town centre. The process of preparing an AAP requires thorough and on going consultation with the community and stakeholders. The first stage of an AAP is evidence gathering and the second stage is the preparation and delivery of a consultation process that puts forward a number of options for the redevelopment of the town centre. Consultees are asked for which of the options they prefer and based on the responses a preferred option is devised. The consultation process provides an evidence trail for seeking approval for the AAP.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Significant in terms of its effects on communities living or working in an area comprising two or more wards in the district</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p>Stakeholders</p> <p>There will be wide range of consultees including statutory partners, key stakeholders in the town centre and local people</p>	<p>A number of approaches will be taken to consultation. This will include the production of an issues and options report, an accompanying questionnaire, a stall at the farmers market and direct invitations to comment to statutory partners and key stakeholders.</p>	<p>Consultation on issues and options will commence on 30th June and last for eight weeks.</p>

DECISION TO BE MADE IN PARTNERSHIP WITH
<p>Decisions will be made in partnership with the County Council, the police, fire and rescue service and representatives of the community.</p>

Item No. 11

KEY DECISION

Proposed to be made by the Cabinet on

4 March 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER Councillor Mrs J Griffiths / Councillor P Whittaker</p>	<p>ITEM Joint Countywide Task Group on Flooding Report</p>	<p>WARDS AFFECTED All wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report prepared by Executive Director – Partnerships and Projects</p> <p>REPORT AUTHOR Phil Street – Executive Director – Partnerships and Projects 01527 881202</p>	<p>SUMMARY At the end of 2007, Chairmen of Overview and Scrutiny Committees from all local authorities in Worcestershire agreed, in principle, to the suggestion of undertaking a joint countywide scrutiny. In January 2008, the former Scrutiny Steering Board agreed to take part in a joint countywide scrutiny on flooding in Worcestershire. Details of the scrutiny proposal (including terms of reference) and the working arrangements were also considered at the same meeting. A representative from each local Council in Worcestershire was nominated and membership was agreed in February 2008 together with a work programme for the Task Group for March 2008 onwards. In brief, the Joint Task Group was expected to:</p> <ul style="list-style-type: none"> ▪ Review the immediate response to the floods by 	<p>REASONS FOR BEING ON THE FORWARD PLAN The report examines the implications for Bromsgrove district and considers the approach the district can adopt to implementing the recommendations of this countywide review following the floods of 2007.</p>

	<p>local/public agencies and the recovery since;</p> <ul style="list-style-type: none">▪ Consider what action needs to be taken to ensure there is a clear approach to dealing with any future emergency;▪ Send comments to the national Pitt Review; and▪ Make recommendations to County Council, District and Borough Councils, and other agencies and individuals as appropriate. The investigation is now complete and the final meeting of the Task Group took place on 6th November 2008. The final report became available late on Wednesday 19th November 2008 and the next step is for all relevant organisations involved, to consider the findings and recommendations. This report considers the findings and recommendations made by the Joint Countywide Flooding Task Group and examines the implications for Bromsgrove.	
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<p>CONSULTATION DETAILS</p> <p>Stakeholders The report was prepared by Worcestershire County Council.</p>	<p>Method of Consultation Amongst those involved in giving evidence to the task group were National Flood Forum; Highways Agency; local residents; West Mercia Police; Environment Agency; Severn Trent Water; Chamber of Commerce and Fire and Rescue Service.</p>	<p>Consultation period or dates The Group met between 26th November 2007 and 6th November 2008.</p>
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DECISION TO BE MADE IN PARTNERSHIP WITH

Worcestershire County Council; and Redditch, Worcester, Malvern Hills, Wychavon and Wyre Forest District Councils.

KEY DECISION

Proposed to be made by the Cabinet on
4 March 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Cllr Roger Hollingworth</p>	<p>ITEM</p> <p>PREFERRED PLANNING GUIDANCE 17 (PPG17) – OUT TURN REPORT</p>	<p>WARDS AFFECTED</p> <p>All Wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION MAKER</p> <p>Report of the Head of Street Scene & Community</p> <p>REPORT AUTHOR</p> <p>John Godwin Deputy Head of Street Scene & Community 01257 881730 j.godwin@bromsgrove.gov.uk</p>	<p>SUMMARY</p> <p>The report is to update members on the out turn of the recent PPG17 review of the district and to advise members of the key items contained with in it in relation to service delivery and future budget requirements.</p> <p>The report will also be used as a basis for the recommendation to cabinet on the current level and future requirements of the Councils Park, Open Space, Play Areas & Pitches provision and Inc potential areas for redevelopment, removal and/or disposal.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>This report will result in:</p> <ul style="list-style-type: none"> • The Council incurring additional expenditure in excess of £50,000. <p>Further more it may result :</p> <ul style="list-style-type: none"> • In the disposal of a Council asset with a value over £50,000 • In the identification of a proposal to cease the delivery of a service.

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p>Stakeholders</p> <p>Elected members SMT & CMT Planning Officers Parks Officers</p>	<p>The PPG 17 out turn report the is final stage of an in depth consultation process that will be closed by the time the report is written.</p> <p>Consultation has been undertaken with:</p> <p>Elected members District & County Council Officers Parish Council Residents Inc Children & Young People User Groups WCC Officers Sport England Community Sports Network (BECAN)</p>	<p>N/A</p>

DECISION TO BE MADE IN PARTNERSHIP WITH

N/A

KEY DECISION

Proposed to be made by the Cabinet on
4 March 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Cllr Roger Hollingworth</p>	<p>ITEM</p> <p>SPORTS HUB PROVISION</p>	<p>WARDS AFFECTED</p> <p>All Wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Street Scene & Community</p> <p>REPORT AUTHOR</p> <p>John Godwin Deputy Head of Street Scene & Community 01257 881730 j.godwin@bromsgrove.gov.uk</p>	<p>SUMMARY</p> <p>The report is to update members on the out turn of the recent PPG17 review of the district and to advise members of the key items contained with in it in relation to the future need of play pitches with in the District.</p> <p>The report will also be used as a basis for the recommendation to cabinet on the proposed use of the Capital funding allocated this year for the provision of Sports Hubs and potential partnership funding in the delivery of these schemes.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>This report will result in:</p> <ul style="list-style-type: none"> • The Council incurring additional expenditure in excess of £50,000. • A significant effect on communities living or working in an area comprising of two or more wards in the district.

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p>Stakeholders</p> <p>Elected members SMT & CMT Planning Officers Sports development Officers Parks Officers</p>	<p>The PPG 17 out turn report is the final stage of an in depth consultation process that will be closed by the time the report is written.</p> <p>Consultation has been undertaken with:</p> <p>Elected members District & County Council Officers Parish Council Residents Inc Children & Young People User Groups WCC Officers Sport England Community Sports Network (BECAN)</p>	<p>N/A</p>

DECISION TO BE MADE IN PARTNERSHIP WITH

N/A

KEY DECISION

Proposed to be made by the Cabinet on

4 March 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER Councillor Roger Hollingworth</p>	<p>ITEM Future of Tourist Information Centre</p>	<p>WARDS AFFECTED All wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report prepared by Executive Director – Partnerships and Projects</p> <p>REPORT AUTHOR Phil Street – Executive Director – Partnerships and Projects 01527 881202</p>	<p>SUMMARY</p> <p>This report examines the future of the Tourist Information Centre (TIC). The TIC is accommodated in the Bromsgrove Museum. The closure of the museum has meant that the TIC has to be moved. The relocation of the TIC has allowed the Council to consider its future and how tourist information is best delivered. A series of options are contained in the report and these options examine location, format and efficient delivery of the service. The report acknowledges the importance of tourist information to the district, but puts forward proposals for delivering the service differently.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>The need to relocate the TIC has allowed the opportunity to review its work and operation. Consideration needs to be given to whether a capital programme needs to be approved to develop new premises for the TIC or consider different ways of delivering the service in keeping with value for money.</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
Stakeholders Staff at the TIC and Destination Worcestershire	Staff are to be advised of the various options for the TIC and negotiations will take place with Destination Worcestershire representatives.	February to March 2009

DECISION TO BE MADE IN PARTNERSHIP WITH
N/A

KEY DECISION

Proposed to be made by
the Cabinet on

4 March 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER Peter Whittaker</p>	<p>ITEM OUTTURN EXPENDITURE OF COMMUNITIES AND LOCAL GOVERNMENT HOMELESSNESS GRANT, PERFORMANCE OF GRANT FUNDED SCHEMES AND BIDS FOR FUNDING FOR 2009/10 AND 2010/11</p>	<p>WARDS AFFECTED All Wards</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER Report of Strategic Housing Manager</p> <p>REPORT AUTHOR Andy Coel</p>	<p>SUMMARY</p> <p>Since the Homelessness Act 2002 the Government has allocated grant funding to local authorities to prevent and tackle homelessness.</p> <p>The Council was awarded Homelessness Grant totally £80k per annum for a three year period from April 2008 until March 2011.</p> <p>The report provides Members with a breakdown of expenditure and performance for 2008/09 and details of bids for grant funding for 2009/10 and 2010/11 that are recommended for approval by the Homelessness Strategy Steering Group.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN The performance of grant funded schemes to be noted and approval of funding for 2009/10.</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
Stakeholders Homelessness Strategy Steering Group	Homelessness Strategy Steering Group meetings	30 th October 2008 – 16 Jan 2009

DECISION TO BE MADE IN PARTNERSHIP WITH

Decision to be made with regard to recommendation from Homelessness Strategy Steering Group.

KEY DECISION

Proposed to be made by
the Cabinet on
1 April 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Cllr M Sherrey</p>	<p>ITEM</p> <p>REFRESH OF WASTE MANAGEMENT STRATEGY DOCUMENT</p>	<p>WARDS AFFECTED</p> <p>All</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of Head of Street Scene and Community</p> <p>REPORT AUTHOR</p> <p>Michael Bell</p>	<p>SUMMARY</p> <p>All County and District Councils are required to produce a long term Waste Management Strategy and review it every 5 years. This is the first review of the existing strategy that has been in place since 2004. The document sets out the long term aims of the waste partnership and how it will achieve its statutory targets over the next 25 years.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Significant in terms of its effect on communities living or working in an area comprising two or more wards in the district;</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p>Consultation will be carried out with statutory consultees over a period of several months.</p>	<p>Direct access to statutory consultees.</p>	

DECISION TO BE MADE IN PARTNERSHIP WITH

County Council as Waste Disposal Authority and the other district Councils with Worcestershire and Herefordshire.

KEY DECISION

Proposed to be made by
the Cabinet on
29th April 2009

<p>LEAD MEMBER/ PORTFOLIO HOLDER</p> <p>Councillor Peter Whittaker</p>	<p>ITEM</p> <p>PRIVATE SECTOR HOUSING STRATEGY AND REVIEW OF ASSISTANCE AND ENFORCEMENT POLICY.</p>	<p>WARDS AFFECTED</p> <p>All</p>
<p>DOCUMENTS TO BE CONSIDERED BY THE DECISION TAKER</p> <p>Report of the Head of Planning & Environment</p> <p>REPORT AUTHOR</p> <p>A.M. Coel – Strategic Housing Manager</p>	<p>SUMMARY</p> <p>The current Private Sector Housing Strategy for this authority forms a significant part of the Council's Housing Strategy Document 2006 – 2011.</p> <p>The re inspection of Strategic Housing Services by the Audit Commission in 2008 recommended that an overarching strategy be developed to guide all housing activities in the private sector.</p> <p>Consultation with stakeholders commenced in November 2008 and a draft private sector housing strategy and accompanying policy relating to how the Council offers assistance to private sector home occupiers and how it enforces housing standards is being formulated.</p>	<p>REASONS FOR BEING ON THE FORWARD PLAN</p> <p>Significant affect upon all wards.</p>

CONSULTATION DETAILS	Method of Consultation	Consultation period or dates
<p>Stakeholders</p> <p>PCT BDHT & partner RSL's Supporting People Social Services Occupational Therapy Service Age Concern Service users Private landlords Private Tenants Members</p>	<p>Two stakeholder consultation events were held on the 26th November 2008.</p> <p>A draft strategy and policy document will be circulated to all stakeholders for comment prior to referral to Cabinet for approval.</p>	<p>February / March 2009</p>

DECISION TO BE MADE IN PARTNERSHIP WITH

N/A

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SUPPLEMENTARY LIST OF FUTURE ITEMS – 2009/2010

CCPP Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor R. Hollingworth	Council Plan 2010/13 Part 1	Strategic Direction for next three and budget priorities.	September 2009		Public through Customer Panel (see below). Partners.	-	
2	Councillor R. Hollingworth	Council Plan 2010/2013 Part 2	Strategic Direction for next three, budget priorities, detailed spending plans and key performance indicators.	February 2010		Consultation undertaken in Part 1 of Plan. Website consultation on detailed budget proposals.	-	
3	Councillor R. Hollingworth	Council Annual Report 2008/2009	Review of Council's performance over past year.	June 2009		Published summary in CT Leaflet and Together Bromsgrove.	-	
4	Councillor R. Hollingworth	Community Strategy Annual Report	Annual review of progress of Local Strategic Partnership Community Strategy.	November 2009		Published summary on Internet site.	-	
5	Councillor M. J. A. Webb	Improvement Plan 2009/10	Detailed improvement plan developing strategic agenda set out in Council Plan.	July 2009		Based on Council Plan Part 1. No further consultation planned.	-	

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
6	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 12)	Monthly updates on progress against plan.	June 2009		Not applicable.	-	
7	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 1)	Monthly updates on progress against plan.	July 2009		Not applicable.	-	
8	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 2)	Monthly updates on progress against plan.	August 2009		Not applicable.	-	
9	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 3)	Monthly updates on progress against plan.	September 2009		Not applicable.	-	
10	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 4)	Monthly updates on progress against plan.	October 2009		Not applicable.	-	
11	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 5)	Monthly updates on progress against plan.	November 2009		Not applicable.	-	
12	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 6)	Monthly updates on progress against plan.	December 2009		Not applicable.	-	

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
13	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 7)	Monthly updates on progress against plan.	January 2010		Not applicable.	-	
14	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 8)	Monthly updates on progress against plan.	February 2010		Not applicable.	-	
15	Councillor M. J. A. Webb	Monthly Improvement Plan Report (Period 9)	Monthly updates on progress against plan.	March 2010		Not applicable.	-	
16	Councillors M. J. A. Webb and G. N. Denaro	Integrated Financial/Perfo rmance Report	Quarter 4 2008/2009 Financial and Performance update.	June 2009		Not applicable.	-	
17	Councillors M. J. A. Webb and G. N. Denaro	Integrated Financial/Perfo rmance Report	Quarter 1 2009/2010 Financial and Performance update.	September 2009		Not applicable.	-	
18	Councillors M. J. A. Webb and G. N. Denaro	Integrated Financial/Perfo rmance Report	Quarter 2 2009/2010 Financial and Performance update.	December 2009		Not applicable.	-	
19	Councillors M. J. A. Webb and G. N. Denaro	Integrated Financial/Perfo rmance Report	Quarter 3 2009/2010 Financial and Performance update.	March 2010		Not applicable.	-	
20	Councillor M. J. A. Webb	Customer Panel (Customer Satisfaction	Feedback from residents survey on their satisfaction with services tracking year	September 2009		Customer Panel Survey of 1,500 residents and Survey also	-	

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
		and Priorities)	on year performance. Views from residents on Council's future priorities.			available to all residents on website.		

Financial Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision Cabinet (Leaders)	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor G. N. Denaro	Council Tax Base	To approve the new tax base for 2010/11	December 2009		N/A	N/A	
2	Councillor G. N. Denaro	Medium Term Financial Plan including Fees & Charges	To review the position on the medium term financial plan 2010/11-2012/13	November 2009		Focus Group, Customer Panel Budget Jury, Equality and Diversity Forum	Budget Bids, consultation feedback	
3	Councillor G. N. Denaro	Medium Term Financial Plan including Fees & Charges	To review the position on the medium term financial plan 2010/11-2012/13	December 2009		Focus Group, Customer Panel Budget Jury, Equality and Diversity Forum	Budget Bids, consultation feedback	
4	Councillor G. N. Denaro	Medium Term Financial Plan including Fees & Charges	To approve the medium term financial plan 2010/11-2012/13	January 2010		Focus Group, Customer Panel Budget Jury, Equality and Diversity Forum	Budget Bids, consultation feedback	
5	Councillor G. N. Denaro	Benefit Take up strategy	To approve the strategy for improving benefit take up in the district	March 2010		Focus Group, Disabled Users forum, Equality and Diversity Forum		
6	Councillor G. N. Denaro	Capital Strategy	To approve the capital strategy for the districts programme	March 2010		Focus Group, Customer Panel	Budget Bids, medium term plan report, ICT strategy	

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision Cabinet (Leaders)	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
7	Councillor G. N. Denaro	Treasury Strategy	To approve the strategy for investing the Councils funds	March 2010			Investment principles	
8	Councillor G. N. Denaro	Integrated finance & performance reports	To consider the performance and financial position of the Council on a quarterly basis against targets set	Sept 09 / Nov 09 / March 10 / June 10			Financial Monitoring reports	
9	Councillor G. N. Denaro	Statement of Accounts	To report the Statement of Accounts for 2007/08 to members	June 2009				
10	Councillor G. N. Denaro	Contract & Procedure Rules update	To approve revisions to ensure the contract & procedure rules reflect the framework of internal control as required by the council	April 2010				

HROD Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
<p>There are no known HR reports at the time of writing this Business Plan. Any restructuring reports that require Cabinet approval will be led by the responsible Head of Service for the service being restructured, not the HR and OD Service.</p>								

E-Government and Customer Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor Dr. D. W. Booth JP	Information Management Strategy	Information Management Strategy	October 2009		CMT		

Legal, Equalities and Democratic Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor R. D. Smith	White Paper outcomes	Community Calls for Action Crime and Disorder Legislation Overview and Scrutiny Boundary reviews Front line Councillors Petitions	Spring/ Summer 2009		Yet to be confirmed within the regulations	Yet to be confirmed by the regulations	We are unable to provide much detail in relation to this item as the regs are yet to be published
2	Councillor R. D. Smith	Equality Bill outcomes	Single Equality Legislation	Spring/ Summer 2009		Yet to be confirmed	Yet to be confirmed	We are unable to provide much detail in relation to this item as the regs are yet to be published
3	Councillor R. D. Smith	New Council House Accommodation	Determine new Council House accommodation and time line for moving together with proposed disposal of site at Burcot Lane	December 2009				
4	Councillor R. D. Smith	New Governance arrangements	Need to report to Cabinet on new governance arrangements once the Government Regs and Guidance is published	Spring 2009		Yet to be confirmed	Yet to be confirmed	We are unable to provide much detail in relation to this item as the regs are yet to be published

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
6	Councillor R. D. Smith	Officer and Member Code of Conduct	Report to Cabinet and Council on new Codes of Conduct	Spring 2009		Yet to be confirmed	Yet to be confirmed	We are unable to provide much detail in relation to this item as the regs are yet to be published

Street Scene and Community Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor G. N. Denaro	Alternative system for managing Excess Charge Notice system	Changes to the appeal process to include an additional, independent of the service, review system.	June 2009		Parking staff, other staff, legal team.	Legislation in relation to Civil Parking Enforcement which provides appropriate guidelines.	None
2	Councillor Mrs. J. M. L. A. Griffiths	Civil Parking Enforcement and ANPR	Follow up report detailing benefits, issues with adopting CPE.	June 2009		Local residents, businesses.	CPE legislation guidelines.	None
3	Councillor Mrs. J. M. L. A. Griffiths	Shared service CCTV/Lifeline	To agree to any proposed changes to the operation of the CCTV & Life line Services Inc Control Room provision following a shared service review. And the production of an options appraisal.	June 2009		Community Safety Partnership at next suitable Partnership meeting.	Business Cases and project Plan. CCTV and Life Line Code of practice and Service Level agreement.	Dependant upon decisions of the Shared Services Board.
4	Councillor Mrs. M. A. Sherrey JP	Change of waste collection from Council House to maximize	Agree modified collection system to include maximisation of recycling opportunities. Out source collection of recyclables from CH.	July 2009		Staff at Council House. External contractors. Redditch BC. Option to share service.	Report only	None

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
		recycling options						
5	Councillor Mrs. M. A. Sherrey JP	Change in recycling service to co- mingled collection	Update on timescales for move to co-mingled collection system	September 2009		County Council. Waste Collection staff.	Report Only	Finance for vehicles and equipment detailed in 2009/09 budget round.
6	Councillor Mrs. M. A. Sherrey JP	Summary report on green waste charging	Summary report to assess change in service provision from March 2009 which introduced charge for service	October 2009		Feedback from residents.	Report only	None
7	Councillor Mrs. M. A. Sherrey JP	Operation of Recycling bank system.	Report to consider different options for collection of recyclable materials from recycling centres	November 2009		County Council	Report Only	Completion of the MRF in Worcs may provide alternative methods of collection.
8	Councillor Mrs. M. A. Sherrey JP	Options for shared service with Redditch particularly green waste and recycling collections	To consider opportunity from sharing the green waste collection operation from April 2010 when Redditch introduce a charge.	November 2009		RDC, County Council.	Potential report from officers in Redditch.	None

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
9	Councillor Mrs. J. M. L. A. Griffiths	Arts Strategy	To consider and comment on the production of the Council's Arts and Events Strategy (2010/11 to 2013/14).	December 2009		Bromsgrove Arts Alive Partnerships, Worcestershire Arts partnership, Artrix Operating trust, Local Arts Groups and Parish Councils.	Draft Arts & Events Strategy and consultation summary.	Will establish the key priorities and action required to delivery the services over the next 3 years.

Planning and Environment Services Departmental Cabinet Forward Plan

Item No.	Portfolio Holder/ Lead Member Responsibility	Subject	Details of Proposed Decision	Expected Date of Decision	Original Expected Date of Decision	Principal Groups or Organisations to be consulted and date and method of consultation	Documents to be considered in relation to the Decision	Comments
1	Councillor P. J. Whittaker	Statement of Gambling Principles	To recommend approval of the Council's Statement of Gambling Principles for 2010 - 2013	November 2009		Statutory Consultees, Licence Holders	Summary of responses received during consultation period; Revised Statement of Gambling Principles	
2	Councillor Mrs. J. Dyer M.B.E.	Longbridge Area Action Plan	To formally adopt the Longbridge AAP as the planning policy for the former MG rover works at Longbridge	March 2009		None required full consultation was carried out in the Development of the Plan	Longbridge Area Action Plan	
3	Councillor Mrs. J. Dyer M.B.E.	Various Planning reports	The Local Development Framework working party will need to be convened to approve / or be informed various elements of LDF production throughout the year although the exact requirements are unknown at the moment	As required		As required by the Regulations	Various	

OVERVIEW BOARD

WORK PROGRAMME

3RD FEBRUARY 2009

The Work Programme consists of three sections: Items for future meetings (including updates); current Task Group; and Task Group Reviews.

RECOMMENDATION: To consider and agree the work programme.

ITEMS FOR FUTURE MEETINGS (INCLUDING UPDATES)

Subject	Date of Consideration	Other Information
Forward Plan of Key Decisions - <i>Permanent Item</i> -	Every Meeting of the Overview Board	The Forward Plan consists of Key Decisions which it is proposed will be taken over forthcoming months. Additional information is also supplied in relation to anticipated reports due to be considered by the Cabinet during 2009/10.
Recommendation Tracker - <i>Permanent Item</i> -	Quarterly	A quarterly report monitoring the implementation of overview recommendations.
CCTV (a) Code of Practice (b) Update re funding	3rd February 2009	Officers would like to consult the Overview Board regarding a new CCTV Code of Practice. Therefore, a report on this matter will be presented to the Board. A verbal update on the current situation in relation to the Council's request to the Police for financial assistance towards CCTV equipment will also be provided by the Executive Director – Services, as requested at the last Board meeting.

ITEMS FOR FUTURE MEETINGS (INCLUDING UPDATES) continued....

Subject	Date of Consideration	Other Information
Joint Waste Management Strategy	3rd February 2009	As requested at the last meeting of the Board, further information on this matter will be submitted for the Board's consideration. The Joint Waste Strategy is due to be considered by the Cabinet in April 2009.
Joint Countywide Flooding Scrutiny Report – implications relating to recommendations	3rd February 2009	Overview and Scrutiny Members considered the Joint Countywide Scrutiny Report on Flooding at a Joint Meeting of the Boards held on 2nd December 2008. At that meeting, it was agreed that the Executive Director – Partnerships and Projects, would be tasked with investigating the financial and other implications attached to the recommendations contained within the report before it is considered by the Cabinet. This item will be considered by the Cabinet on 4th March 2009 which gives both the Scrutiny Board and the Overview Board an opportunity to put forward any further comments.
Older People (Councillor Mrs. Bunker)	Initial consideration: 3rd February 2009	Possible area for further investigation in the future, following the outcome of focus groups. How to progress this topic will be discussed by the Board.
Sponsorship Funding (Councillor McDonald)	Initial consideration: 3rd February 2009	Possible area for further investigation in the future. How to progress this topic will be discussed by the Board.
Takeaways (Councillor McDonald)	Initial consideration: 3rd February 2009	Possible area for further investigation in the future. How to progress this topic will be discussed by the Board.

CURRENT OVERVIEW TASK GROUPS

Current Task Groups	Date Report Due	Other Information
Anti-Social Behaviour and Alcohol Free Zones	3rd February 2009	Task Groups merged and Councillor C. B. Taylor appointed as Task Group Chairman. Membership and Terms of Reference agreed by the Board on 29th April and 22nd May 2008. First meeting held on 25th June 2008. The Task Group was given an extension and is expected to report in February 2009.

OVERVIEW TASK GROUP REVIEWS

Task Group	Date of Review
Air Quality	3rd February 2009 (Review is to be undertaken by the Board and Task Group Members)

Note: A seminar relating to the Local Government and Public Involvement in Health Act 2007 will be held in the future covering key courses of action. This will be arranged once more is known on what the impact will be on overview and scrutiny committees. It is hoped guidance will be issued shortly. (Members will be advised of other Overview and Scrutiny training directly, as and when necessary.)

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