



## **Environment and Sustainable Communities Overview and Scrutiny Committee**

**Date**            **Thursday 2 October 2014**  
**Time**            **9.30 am**  
**Venue**          **Committee Room 2, County Hall, Durham**

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### **Business**

#### **Part A**

**Items during which the Press and Public are welcome to attend. Members of the Public can ask questions with the Chairman's agreement.**

1. Apologies.
2. Substitute Members.
3. Minutes of the Meetings held on 1 May, 3 July, 11 July, 14 July and 8 September 2014 (Pages 1 - 28)
4. Declarations of Interest, if any
5. Any items from Co-opted Members or interested parties.
6. Media Relations - Updates on Press Coverage.
7. Neighbourhood Services Revenue and Capital Outturn 2013/14 and Revenue and Capital Outturn Quarter 1 2014/15 (Pages 29 - 38)  
Report of the Neighbourhood Services Management Team.
8. Quarter 1 2014/15 Performance Management Report (Pages 39 - 48)  
Report of the Corporate Management Team.
9. Reducing the Council's Carbon Emissions - Scrutiny Review - Update on recommendations (Pages 49 - 60)  
Joint report of the Assistant Chief Executive and Corporate Director of Regeneration and Economic Development.

10. Air Quality Action Plan and Consultation Strategy - Update (Pages 61 - 68)
  - (i) Joint report of the Assistant Chief Executive and Corporate Director of Neighbourhood Services.
  - (ii) Presentation by Pollution Manager, Neighbourhood Services.
11. Landscape Scale Projects - Overview (Pages 69 - 72)
  - (i) Joint report of the Assistant Chief Executive, Corporate Director Neighbourhood Services and Corporate Director Regeneration and Economic Development.
  - (ii) Presentation by the Head of Direct Services, Neighbourhood Services and the Landscape Delivery Officer, Regeneration and Economic Development.
12. Waste Programme - Update (Pages 73 - 114)

Report of the Corporate Director Neighbourhood Services.
13. Minutes of the County Durham Environment Partnership Board held on 15 May 2014 (Pages 115 - 120)
14. Such other business as, in the opinion of the Chairman of the meeting is of sufficient urgency to warrant consideration

**Colette Longbottom**  
Head of Legal and Democratic Services

County Hall  
Durham  
24 September 2014

To: **The Members of the Environment and Sustainable Communities  
Overview and Scrutiny Committee:**

Councillor B Graham (Chairman)  
Councillor D Hall (Vice-Chairman)

Councillors E Adam, J Armstrong, D Bell, E Bell, J Clare, J Clark, D Freeman,  
J Gray, G Holland, K Hopper, I Jewell, C Kay, P May, O Milburn, S Morrison,  
J Shuttleworth, P Stradling, L Taylor and S Zair

**Co-opted Members:**

Mr T Bolton and Mrs P Spurrell

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**DURHAM COUNTY COUNCIL**

At a Special Meeting of **Environment and Sustainable Communities Overview and Scrutiny Committee** held in **Committee Room 2, County Hall, Durham** on **Thursday 1 May 2014** at **9.30 am**

**Present:**

**Councillor D Hall (Vice-Chairman in the Chair)**

**Members of the Committee:**

Councillors J Armstrong, D Bell, E Bell, J Clare, J Clark, J Gray, G Holland, K Hopper, I Jewell, P May, O Milburn, S Morrison, P Stradling and L Taylor

**Co-opted Members:**

Mr D Kinch, Mrs P Spurrell and Mr T Bolton

**1 Apologies**

An apology for absence was received from Councillor B Graham.

**2 Substitute Members**

No notification of Substitute Members had been received.

**3 Declarations of Interest**

There were no Declarations of Interest.

**4 Any items from Co-opted Members or interested parties**

There were no items from Co-opted Members or Interested Parties.

**5 Tyne and Wear Aquifer Protection Scheme**

The Chairman welcomed and thanked Officers from both the Coal Authority and the Environment Agency for their attendance at the meeting of the Committee to speak in relation to the Tyne and Wear Aquifer Protection Scheme. The Chairman welcomed the Corporate Director of Neighbourhood Services, Terry Collins and thanked Members and Co-opted Members for their attendance.

The Overview and Scrutiny Officer, Ann Whitton referred Members to the covering report (for copy see file of minutes) and introduced David Shepherd, Consultant Project Manager from the Coal Authority (CA) and Dominic Shepherd, Environment Planning Manager from the Environment Agency (EA) who would give presentations on progress in relation to the proposed Tyne and Wear Aquifer Protection Scheme.

### The Coal Authority

The Consultant Project Manager, CA thanked the Committee for the opportunity to give an update on the progress being made and introduced Officers from the Coal Authority, their Consultants and Environment Agency who were in attendance to answer Members' questions: Dr Ian Watson, Senior Hydrogeologist, CA; Rowan Byrne, Marine Biologist on behalf of the CA; Kevin Boal, Client Project Manager, CA; Dominic Shepherd, Environment Planning Manager, EA; Maria Fallon, Area Manager – North East, EA; Ian McPherson, Customers and Engagement Advisor, EA; and Roger Inverarity, Principal Water Quality Planner, EA.

The Committee were given background information in respect of 60 mine water schemes that the CA operated in the UK, with Councillors having recently visited local schemes at Dawdon and Horden on the East Durham Coast which protect the East Durham Aquifer. The Consultant Project Manager, CA reminded Members that the identification of a similar risk to the Tyne and Wear Aquifer from mine workings at Westoe, Whitburn and Wearmouth had necessitated work looking at protecting the Aquifer. Councillors were referred to a diagram showing a cross-section of the geology of the mine workings, explaining the rising mine water posed a threat to the drinking water supply. It was added that an initial feasibility study had shown Whitburn was the preferred location for a mine water scheme to be carried out, based upon engineering, environmental and socio-economic criteria.

Members noted that outline designs were presented to South Tyneside Council's (STC) Place Select Committee on 29 October 2013 and the various plans and visualisations were shown to the Committee, noting the location was shielded by existing planting. Councillors noted that the scheme had progressed through various stages including: coastal dispersion modelling; liaison with regulatory authorities and the general public; ground investigations; outfall "buildability"; design; and planning.

The Consultant Project Manager, CA explained that after consultation with STC and the Marine Management Organisation (MMO) it was determined that an Environmental Impact Assessment (EIA) was not required as part of the planning process and that consequently the proposed scheme could be submitted for Prior Approval under the General Permitted Development Order. It was added that this was subject to comments from STC on the siting and design of the development, a response expected within the next 8 weeks. The Committee learned that there were 3 permits and licences that were required, two from the EA, namely: a Full Abstraction Licence and an Environmental Permit; and a MMO Marine Licence. It was noted that as there was already an Environmental Permit in place as regards initial testing and therefore a variation on this Permit was being sought.

The Committee were reminded of several issues of concern that had been raised including who would approve and monitors the proposed discharge. It was explained that the EA would measure the proposed discharge against environmental quality standards.

The Marine Biologist, CA explained to Members that the eastern coastline of the UK, including the area around the proposed discharge had, through a combination of the types of rocks present and the wave actions, created a harsh environment that meant only a limited number of species were able to make use of this environment. It was added that technically the habitat had “very low biodiversity” and that dive surveys in 2006 and 2009 had confirmed the few species that were expected for the conditions. Members noted that a further video survey was attempted, however, it was hampered by poor visibility.

The Marine Biologist, CA explained that the mine water contained dissolved iron, this was also present naturally in run-off from the land, and the action of the sea would work to disperse the iron. It was added that the mine water also contained chlorides in salt form, with the mine water being 1.5 times saltier and therefore a greater density than the sea water. Members noted that further offshore, salinity was fairly constant, and the levels closer to shore, while varying, would not be effected greatly. It was added that the quality of mine water was noted as improving over time, therefore having a lesser effect over time. It was noted that through natural coastal processes, the mine water would quickly mix and disperse within a short distance of the discharge point, and that the species that were located in the area were proven to be tolerant of the varying salinity levels.

The Consultant Project Manager, CA explained that there was no treatment of mine water proposed at Whitburn, in contrast to the operations at Horden and Dawdon. It was added that the method of regulating the iron loading levels at Whitburn would be via the flow rate of the discharge. Members noted the flow rates at Horden and Dawdon were between 120-150 litres per second (l/s) and the proposed rate for Whitburn was 10-20 l/s. Councillors noted that this gave an anticipated iron loading of 200 kilograms per day (kg/day), less than the loading of 216 kg/day at Dawdon. The Consultant Project Manager, CA explained that active treatment schemes were not sustainable in the long term and that dispersion modelling had shown that iron loading of levels up to 2000 kg/day would not lead to orange plumes of suspended ochre near the water surface. Members were reminded that a 90 day testing period had shown that the salinity and iron content were all well below the environmental quality standards required. The Committee learned that the impact and ongoing monitoring of the mine water quality would be assessed by a Marine Monitoring Plan as advised by the EA and MMO. It was added that the iron loading levels by local rivers were at levels higher than proposed for the discharge at Whitburn, with levels from the River Wear being 500 kg/day and River Tyne being 1760 kg/day.

Members noted the various actions taken to engage with stakeholders, with outstanding issues being: finalisation of sub-letting agreement between the CA and the National Trust (NT); agreement as regards the visual treatment of the compound between the CA, NT and STC; the response from STC to the CA as regards the notice of prior approval for permitted development; submission of a Notice of Proposal by the CA to Natural England to carry out works impacting upon the Site of Special Scientific Interest (SSSI) and the Special Area of Conservation (SAC) coastline; and the EA and MMO to consult stakeholders in respect of the CA's permit and licence application prior to decision.

The Consultant Project Manager, CA concluded by explaining that the proposed programme in respect of the Aquifer Protection Scheme was for: permit and licence applications to be submitted April 2014; detailed design to be completed by the end of May 2014; tender preparation/award in June 2014; the start of works on-site late Summer 2014; construction to be completed and commissioned in late Autumn 2014; and for monitoring and testing in the period December 2014 – December 2015 with review of the data and additional design work, if required, in the period July – December 2015.

The Chairman thanked the speakers and asked Members for their questions on the presentation before moving on to a further presentation from the EA.

Councillors asked questions in relation to: the flow rate; potential impact of nearby offshore coal mining; how far the discharge point was out to sea; where mine water had been pumped to during the period the mines were operational; cobalt loading levels; whether there was any commercial opportunity to extract valuable metals from the discharge; any potential effect on species such as sea trout and salmon; whether iron loading was in dissolved form or particular form; potential plankton blooms; the iron loading levels and flow rates being sought via the permit; and how any changes in levels/flow rates would be communicated to Members.

The Consultant Project Manager, CA explained that dispersion modelling had been based upon a flow rate of 30 l/s and this would be likely greater than any flow rate required. It was added that the flow rate would be adjusted within limits agreed by the EA in order to keep the iron loading levels within the permitted range, likely 200 kg/day, albeit any permit would include a contingency, up to 300 kg/day to take into account any issues that may occur.

The Senior Hydrogeologist, CA explained that the licences to work undersea coal seams would be for virgin, unworked seams, not those seams connected to the seams/workings where mine water was being extracted and therefore there should be no issues. It was added that the proposed discharge point was at a distance of 230 metres from the shore and that in the past, while the mines were in operation, the mine water was discharged directly into the sea. The Senior Hydrogeologist, CA added that the cobalt levels, and that of other elements and compounds, were at the “level of detection” and much less than the levels as set out within environmental quality standards, not at amounts warranting any commercial extraction process.

The Marine Biologist, CA explained that sea trout and salmon were migratory species and therefore any effect, reiterated as being low impact and localised to a short distance surrounding the discharge point, would be negligible and certainly less than any bioaccumulation that would occur naturally in those species as “top predators”.

The Senior Hydrogeologist, CA explained that the iron being discharged was in dissolved form when entering the sea, however, it would form particulates a short distance from the discharge point. The Marine Biologist, CA noted that sudden blooms of plankton were usually associated with organic run-off or larger flow rates than being anticipated so it was very unlikely that any such blooms would occur. It was added that the Committee could be informed should any issues occur whereby the flow rate or loadings would vary considerably.

## The Environment Agency

Mr Dominic Shepherd, Environment Planning Manager, EA thanked the Committee for the opportunity to give an update on the Whitburn Aquifer Protection Scheme from the perspective of the EA (for copy see file of minutes).

The Environment Planning Manager, EA explained the role of the EA was in a regulatory capacity, to protect the environment through legal controls such as the issuing of permits to prevent any deterioration of the quality of water in both the North Sea and the drinking water supply aquifer. It was added that the proposals by the CA attempted to mitigate the impact to the North Sea and the aquifer, and that consultation with stakeholders would follow the permit and licence applications. Councillors noted that subsequent to the consultation process and a technical assessment of the proposals, conditions would be set accordingly. Members noted that there was also a need to balance any potential risk to the North Sea against the risk to the drinking water aquifer and if nothing was done, the aquifer would be polluted within 5 years.

Councillors were reminded that there were options of treating the mine water before pumping out to sea or regulating the flow rate such that any impact was minimised. Councillors noted that the preferred option by the CA for this site was for regulation via flow rate. The Committee noted that choosing the flow rate option did not rule out the potential of treatment in the future and there would be a review clause within any permit or licence. Members were reminded of discussions that the EA had with STC, Sunderland City Council (SCC) and Durham County Council (DCC) and questions had come forward from the European Commission (EC) as regards the scheme, with the EA providing information to the EC, albeit they have yet to respond. It was added that information was being gathered to establish a base line as regards iron levels and that in summary there would be: no deterioration of water quality of the North Sea or aquifer; conditions determined by the permitting process; monitoring to ensure compliance; and no impact on the Durham coast.

The Chairman thanked the Environment Planning Manager, EA and asked Members for their questions.

The Committee raised issues including: cost/benefit analysis regarding potential for “waste” products; iron loading up to 300 kg/day; poor bathing water quality at Seaham; how baseline information would be collected; how public consultation would be undertaken; whether video surveys and other data could be shared with the Heritage Coast Team; and whether any water quality samples would be taken along the Durham Coast for comparison to any future samples.

The Environment Planning Manager, EA noted that the EA could not proscribe what measures the CA would take to reach the standards and levels that they would impose. The Senior Hydrogeologist, CA noted that the CA looked to work with partners in connection with the disposal and reuse of waste products such as ochre, however, it was noted this can be challenging given the levels/quality of the products often varied. It was added that the success at Dawdon of diverting 80% of the ochre to reuse by a local brickworks was to be noted.

It was noted that the CA could apply for iron loading of 300 kg/day, in order to provide a contingency above the expected level of 200 kg/day, however current modelling and test data suggested 200 kg/day to ensure the risk to the aquifer was mitigated. The Senior Hydrogeologist, CA explained that dispersion modelling had been based upon flow rates of 30 l/s with iron loading of 300 kg/day to give a “worst case scenario”, however, levels would be monitored as per the conditions of any permits and licences.

The Corporate Director of Neighbourhoods Services asked if the EA could elaborate on the impact of any extreme weather events, such as recent flooding, on the north-south flow within the local coastal waters. The Environment Planning Manager, EA explained that the risk as regards flooding events was principally in connection with sewer and storm overflows and it was noted that over the last 10 years the water quality at Seaham, for example, had been within regulations. It was added that the recent failure of the quality was in connection with more stringent legislation, noting that approximately 40% of areas tested failed the new revised directive. It was added that information had been shared with Officers from Northumbrian Water Limited (NWL) as regards investing in upgrades to storage and “sizing-up” of sewers and the EA was looking at issues such as agricultural land run-off, with a target for these activities to be completed by 2016. The Chairman noted that further information from NWL may be useful for the Committee.

The Environment Planning Manager, EA noted that parameters that would be tested to establish a baseline of information included bacteria levels, albeit the type of discharge should have no effect on bacteria levels, and chemical composition. It was noted that public consultation would be through the usual articles in the local press, including the Northern Echo, The Journal and the Seaham Star, together with specific events such as a drop-in session to be held at South Tyneside, led by the CA. Members asked for the dates of publication within the local press and any events to be forwarded to them for information, and the Corporate Director of Neighbourhood Services added that information regarding the consultation could be brought back to the Committee. The Environment Planning Manager, EA thought there should not be any issues as regards sharing data and added that the monitoring regime would be specified within the requisite permits and licences.

The Chairman of Overview and Scrutiny, Councillor J Armstrong and the Chairman of the Environment and Sustainable Communities Overview and Scrutiny Committee thanked the Officers from the CA and EA for their attendance and information.

#### **Resolved:**

That the report and presentation be noted.

## **6 Climate Change Strategy and Delivery Plan**

The Overview and Scrutiny Officer referred Members to the report detailing the Overview and Scrutiny response to the Climate Change Strategy and Delivery Plan (for copy see file of minutes).



Councillors were reminded that the Committee had received an overview of the draft strategy at the meeting held 25 September 2012, with a further update at the meeting held 21 June 2013. Members recalled that they agreed to a further update to be brought forward in 2014, prior to the draft strategy being subject to public consultation, to allow for a response from Overview and Scrutiny. At a Special Meeting of the Committee held 24 January 2014, Members received a presentation on the draft strategy and delivery plan and the comments were noted.

The Committee were asked for any further comment prior to agreeing the response from Overview and Scrutiny to be forwarded to the Regeneration and Economic Development service grouping as part of the consultation process.

**Resolved:**

- (i) That the Environment and Sustainable Communities Overview and Scrutiny Committee endorse the submission as the formal response of the Overview and Scrutiny to the Climate Change Strategy and Delivery Plan.
- (ii) That, as part of the refresh of the work programme for the Environment and Sustainable Communities Overview and Scrutiny Committee, an update is provided detailing feedback from the consultation and next steps.

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## DURHAM COUNTY COUNCIL

At a Meeting of **Environment and Sustainable Communities Overview and Scrutiny Committee** held in Committee Room 2, County Hall, Durham on **Thursday 3 July 2014 at 9.30 am**

**Present:**

**Councillor B Graham (Chairman)**

**Members of the Committee:**

Councillors E Adam, J Armstrong, D Bell, E Bell, J Clare, J Clark, J Gray, D Hall, K Hopper, I Jewell, S Morrison, J Shuttleworth, P Stradling and L Taylor

**Co-opted Members:**

Mr T Bolton and Mrs P Spurrell

**1 Apologies.**

Apologies for absence were received from Councillors G Holland, P May and S Zair.

**2 Substitute Members.**

There were no substitutes.

**3 Declarations of Interest, if any**

There were no declarations of interest submitted.

**4 Any items from Co-opted Members or interested parties.**

There were no items from Co-opted Members or interested parties.

**5 Minutes of the Meetings held on 12 December 2013 and 10 April 2014**

The minutes of the meetings held on 12 December 2013 and 10 April 2014 were confirmed as a correct record and signed by the Chairman.

In relation to minute number 9 from the meeting held on the 12 December, 2014 the Chair requested the Head of Projects and Business Services to provide members with an update in relation to the Culture and Sports Services project.

The committee was informed that the Service Grouping was having to find additional savings as part of the MTFP process and that further work is currently taking place looking at various savings options. In addition, the level of savings previously thought to be generated by this proposal would not be able to be achieved therefore the proposal would

be considered with the other options to make the required level of savings as part of the MTFP process.

## **6 Media Relations - Updates on Press Coverage**

The Committee received a presentation from the Overview and Scrutiny Officer on recent press articles relating to the remit of Environment and Sustainable Communities.

The first article related to the 'Bin it Right' campaign which targeted households to ensure that the correct bin was being used. The second article related to Neighbourhood Wardens and action taken during March to tackle dog fouling, fly tipping and anti-social behaviour.

The third article promoted the 'Big Switch Off' campaign targeted at persuading DCC staff to switch off lights and computers when not in use which had resulted in the Authority receiving an award.. The final article was celebrating the launch of the Green Awards which was in its 25<sup>th</sup> year.

## **7 Quarter 4 Performance Management Report 2013/14**

The Committee considered a report of the Assistant Chief Executive which presented progress against the council's corporate basket of performance indicators (PIs) for the Altogether Greener theme and report other significant performance issues for the 2013/14 financial year (for copy of report and slides of presentation see file of minutes).

The Customer Relations Policy and Performance Manager provided an overview of performance along with key messages, achievements and challenges from 2013/14 and furthermore reported upon delayed actions for 2013/14 along with the updated position. In relation to key achievements this quarter members were informed as follows:

- An improvement in street and environmental cleanliness – performance is better than target.
- The percentage of waste sent to landfill is decreasing significantly and the rate is now half what it was at the end of 2012/13.
- There were 1,170 feed in tariff installations registered and approved exceeding the year-end target of 1,000 installations

The key performance improvement issues for the theme included:

- Household waste re-used, recycled or composted is below target.
- There were 8,999 fly-tipping incidents reported in the twelve month rolling period from April 2013 to March 2014 an increase of 40.1% compared to twelve months earlier.

Concerning key Council Plan actions that have not achieved target they include:

- To coordinate the development and implementation of a re-charging network for electric vehicles to provide 35 charging points across the County by March 2014 which has been delayed until March 2015.
- To produce a new Waste Strategy for Durham County Council by April 2014, now delayed until June 2014.

The presentation went on to highlight the key ongoing projects which were taking place across the County in respect of the built environment, carbon emissions, natural environment and the clean and attractive environment.

The Customer Relations Policy and Performance Manager further reported upon the 25<sup>th</sup> year of the Environment Awards.

With regard to the Altogether Green theme and the basket of indicators it was reported that a number of new indicators had been included for 2014/15 and these were detailed within the presentation.

Councillor Adam raised a question regarding recycling and contaminates. In response the Head of Projects and Business Services advised that contamination was measured by sampling loads. In addition waste tonnage was measured when it arrived at the facility and again once the contaminants had been removed, this then provided the measures of contaminated waste.

The Head of Direct Services also pointed out that if operatives witnessed contaminants at the front line, then stickers would be placed on the bins and a follow up call would be made to discuss the issue with the resident..

Mr T Bolton commented that he noted that recycling performance was falling and questioned whether this was as a direct result of supermarkets and the way they were now packaging items. He further queried whether there was a similar trend across the country.

In response the Head of Projects and Business Services confirmed that the rate of recycling was now starting to level off however in order to instigate further change, significant investment would be required.

Councillor Clark asked whether a separate waste bin had been considered for food waste only. In response the Head of Projects and Business Services advised that this was something that had been looked at in the past and that DCC had submitted a bid for funding for a pilot scheme however the authority was not successful. The system does work very well in highly populated areas but implementation was very expensive.

Councillor Clark further asked what was being done to encourage local assets to come forward for inclusion in Heritage Open Days. The Customer Relations, Policy and Performance Manager advised that she was aware of work being undertaken by colleagues to encourage more sites to open to the public however she would provide detail of the work undertaken at a future meeting.

Further discussion then took place regarding HWRC and Councillor E Bell commented that he was aware that some residents had been turned away at recycling facilities who had arrived on foot. He further queried whether any consideration had been given to extending the powers to impose fixed penalties to other DCC staff.

The Head of Direct Services advised that Town and Parish Council's did have the power to impose fixed penalty notices although none within County Durham had adopted those powers at this time. It was further noted that PCSO's were also able to impose fixed penalty notices. With regard to the issues raised regarding access to HWRC's, it was noted

that these sites were designed for vehicles access only and access on foot was prohibited. It was requested by Councillor Bell that this policy be reviewed by officers as this could encourage fly-tipping.

Discussion then ensued regarding whether DCC could track income from feed in tariffs from County Council buildings. In response the Customer Relations, Policy and Performance Manager advised that figures were reported in respect of the County as a whole but not just for the council. She advised that she would look into this with a view to including the information in future performance reports.

A query was further raised by Councillor Clare regarding permits for HWRC's and the process by which they were obtained and monitored by the council. It was confirmed by the Head of Projects and Business Services that the permit system was introduced to stop the disposal of business waste at HWRCs. The permit allows DCC to track how many times a vehicle is accessing the site.

**Resolved:**

That the content of the report be noted.

## **8 Development of Renewable Technologies in County Durham - Update on Recommendations**

The Committee received a joint report of the Assistant Chief Executive and Corporate Director Regeneration and Economic Development which provided an update on progress made in relation to the recommendations contained within the 'Development of Renewable Technologies in County Durham' Scrutiny review report (for copy see file of minutes).

Principal Sustainable & Climate Change Officer proceeded to run through the recommendations and actions which had been implemented or were ongoing.

Councillor Armstrong asked whether the match funding that was required for the ERDF was likely to be found. In response it was noted that the team were fairly confident that match funding would be achieved from partners.

In addition Councillor Armstrong commented that a lot of calls were received by residents relating to replacement boilers but asked whether it was known what happened in the cases where there was no gas and homes relied upon solid fuel. In response it was noted that it would have to be profitable for the providers to extend the gas network to cover properties currently using solid fuel.

Councillor Graham asked whether there was any way of monitoring take-up by residents contacted by private providers.. Members were informed that as they are private companies it is difficult to monitor.

Further discussion took place sustainable development and what the government's plans were for future building and planning control standards.

Discussion then ensued on the subject of biomass boilers and the Warm Up North Scheme. The Principal Sustainable & Climate Change Officer advised that the scheme had

an extremely complicated application process however the team were able to offer advice and assistance to householders.

Councillor Hall further asked whether the team engaged with housing associations. In response the Principal Sustainable & Climate Change Officer advised that the team did regularly communicate with housing associations as this allowed for easier implementation of actions.

### **Resolved:**

That the content of the report be noted.

That the Environment and Sustainable Communities Overview and Scrutiny committee receive a further update on progress made against recommendations at a future meeting of the committee.

## **9 Heart of Teesdale Landscape Partnership - Overview**

The Committee received a joint report and presentation of the Corporate Director Regeneration and Economic Development and Assistant Chief Executive which provided an update on progress made by the Heart of Teesdale Partnership (for copy of report and slides of presentation see file of minutes).

The Partnership Manager proceeded to give a brief overview of the partnership and updates on the various projects that had been undertaken such as Scar Top and mini golf course, Barningham lime kiln restoration and Flatts Wood. In addition various other projects had taken place which had also been very successful such as ArtScapes.

In relation to current projects the committee was informed that Teesdale Views was a project celebrating views in Teesdale using photography, with an exhibition of works due to take place at Woodham Gallery during the Festival of Views.

Other current projects included historic landscapes and a field barn survey project which recorded unused buildings in the partnership area. Landscape Discovery was also an important project which sought to encourage people to explore landscapes.

With regards to the future of the partnership it was reported that three further projects were to be started:

- InvesTeesGate, to create ownership of the local environment.
- Creative Media – which was focused around digital interpretation.
- Creating disabled access to areas used for recreational activities.

In order for these projects to progress it was noted however that match funding in the region of £200k was required, however it was hopeful that this would be forthcoming in the very near future.

The Partnership Manager in conclusion advised that the ultimate legacy for the partnership was yet to be determined, however it was noted that the legacy was expected to extend some 10 years past the implementation phase.

Councillor Adam queried whether any training had been delivered in the partnership area on dry stone walling. In response the Partnership Manager advised that the partnership had established a field boundary programme with training which would be ongoing for 2 years.

Councillor Jewell raised a query regarding the legacy of the partnership and raised concerns that plans for this were not already in place. In response the Partnership Manager advised that she agreed that the legacy strategy could have been developed earlier however members should be reassured that this was in hand.

In addition Councillor Jewell commented that the project was very localised and wondered whether it was possible to encourage people from outside the area to take part. In response it was reported that the partnership were not permitted to perform direct marketing, however the partnership did work with Visit County Durham and publicity did go out via Corporate Communications.

**Resolved:**

That the content of the report and presentation be noted.

**10 Clean and Green Teams - Overview**

The Committee considered a joint report and presentation of the Assistant Chief Executive and Corporate Director Neighbourhoods which provided an overview of the work of the Clean and Green Teams within Neighbourhood Services (for copy of report and slides of presentation see file of minutes).

The Head of Direct Services provided some detail regarding the strategic vision and scope of Direct Services. It was reported that the Clean and Green Team were a combined service offering area based management and local knowledge.

Since the implementation of government cuts, savings had been achieved by weed control. There had also been some closures of depots and rationalisation of mechanical sweepers. With regard to staffing there had been a marked reduction in seasonal posts and annualised hours had also helped to achieve savings.

It was reported that the Clean and Green Team took a sustainable approach to the work that was undertaken by the team from growing all the County's own plants at the Morrison Busty depot to thinking clever to ensure efficiency through the services delivered by the team.

The presentation went on to outline the service standards and a breakdown of service requests was also provided. Further details were reported in relation to performance regarding litter, detritus and how the authority measures against national performance standards (KBT). It was noted that the service did compare well nationally.

Moving on the presentation highlighted how the team responded to planned and unplanned events and the work which was being undertaken by the team to work with partners / organisations and parish councils.



In conclusion the Head of Direct Services advised that the Council had been awarded a number of Green Flags across the County and Durham City had also been shortlisted for the finals for Britain in Bloom.

Councillor Armstrong added that he wished to congratulate the team on the excellent organisation of the clear up after the Miners Gala in previous years.

The Head of Direct Services made reference to the Clean and Green Teams t, f who are dedicated to ensuring their particular areas are as tidy as possible.

Councillor Bell raised a query with regard to the reduction in grass cutters and asked whether as a result of this more travelling was taking place to share equipment across depots. In response the Head of Direct Services advised that it was only the more specialised pieces of equipment that were not used on a daily basis that were shared and therefore there was no impact upon carbon emissions as everyday equipment was rarely moved.

Councillor Adam raised a query as to whether hand cutting rather than heavy machinery was used in some areas. In response the Head of Direct Services advised that hand work was only carried out in exceptional circumstances, however strimmers and mowers were used in more difficult areas.

Further discussion and debate took place regarding the obstruction of footpaths from overgrown trees / shrubs and the action that could be taken against private landowners in these circumstances.

Details were also reported with regard to the independent surveys which were carried out on pathways and detritus. Incidents were also reported through the CRM system and directed to the appropriate team.

Mr T Bolton asked whether grass cutting standards had been changed. In response the Head of Direct Services advised that standards had not been changed since their implementation 3 years ago. It was noted that every cut was recorded, and in years such as this which had been to date a very good growing year more resources were deployed to ensure extra cuts were carried out.

Further discussion took place regarding litter picker routes and agency workers.

Councillor Morrison commented that in her opinion the litter bins in some areas were inadequate for the volume of waste received. In response the Head of Direct Services advised that new waste bins were currently being deployed which had wider receptors to take pizza boxes and other larger items of rubbish.

In conclusion the Chairman added her appreciation of the hard work that was carried out by the Clean and Green Teams throughout the County.

**Resolved:**

That the content of the report and presentation be noted.

## **11 Refresh of the Work Programme 2014/15 for the Environment and Sustainable Communities Overview and Scrutiny Committee**

The Committee considered a report of the Assistant Chief Executive which provided an updated work programme for the Environment and Sustainable Communities Overview and Scrutiny for 2014-2015 (for copy see file of minutes).

The Corporate Scrutiny and Performance Manager suggested that the following three areas be explored by members to identify a topic for focused scrutiny review:-

- Environmental review of cleanliness, fly tipping.
- Waste & Recycling
- Conservation, partnerships and how we used our woodlands.

Councillors Armstrong commented that bullet points 1 and 2 above were standard items that the committee would receive regular updates on via the performance reports and the waste programme reports.

Councillor Hall commented that he considered conservation of woodlands, their uses, biodiversity and potential income was a good topic to look into further.

In addition Councillor Stradling also agreed that this would be a good topic to explore and other members also concurred with this proposal.

The Corporate Scrutiny and Performance Manager advised that the work programme would be revised to include the topic selected for scrutiny review purposes..

### **Resolved:**

That the content of the report be noted and that the work programme be revised to reflect the topic identified by the Committee for focused scrutiny review.

## **12 Minutes of the meetings of the County Durham Environment Partnership Board held on 23 January and 20 March 2014**

### **Resolved:**

That the minutes of the County Durham Environment Partnership Board meetings held on 23 January 2014 and 20 March 2014 be noted.

## DURHAM COUNTY COUNCIL

At a Meeting of **Environment and Sustainable Communities Overview and Scrutiny Committee** held in Committee Room 2, County Hall, Durham on **Friday 11 July 2014 at 11.30 am**

### **Present:**

**Councillor B Graham (Chairman)**

### **Members of the Committee:**

Councillors J Armstrong, E Bell, J Clare, J Clark, D Hall, G Holland, I Jewell, P May, P Stradling and L Taylor

### **Co-opted Members:**

Mr T Bolton and Mrs P Spurrell

### **Also Present:**

Mr D Kinch

### **1 Apologies.**

Apologies for absence were received from Councillors J Gray, O Milburn, S Morrison and S Zair.

### **2 Substitute Members.**

There were no substitutes.

### **3 Declarations of Interest, if any**

There were no declarations of interest.

### **4 Any items from Co-opted Members or interested parties.**

There were no items from Co-opted Members or interested parties.

### **5 Flooding Scrutiny Review Report**

The Committee received a report of the Assistant Chief Executive which presented the findings and recommendations of the Environment and Sustainable Communities Overview and Scrutiny Flooding Review (for copy see file of minutes).

The Overview and Scrutiny Officer proceeded to detail the recommendations of the report.

With regard to recommendation 3 of the report, Councillor J Armstrong commented that he felt that this needed fleshing out to ensure that it provided more direction in relation to working with private land owners.

Councillor Jewell commented that he felt that this recommendation was reactive and not proactive. In response Councillor Clare commented that by necessity, this recommendation was reactive due to the nature and timing of receipt of the minutes from the Northumbria Regional Flood and Coastal Committee (NRFCC).

Further discussion took place regarding Civic Contingencies Officers and their involvement with AAPs and Parish Councils. The Overview and Scrutiny officer agreed to follow this up after the meeting.

Moving on, Councillor J Armstrong commented on recommendation 5 of the report suggested that the wording be amended to ensure that a flooding hotline was introduced, to read as follows:

*'That Durham County Council as part of the Customer First Strategy **introduces** a flooding hotline number for use during flooding emergencies'*

Councillor Holland commented that the report was excellent however suggested that if the committee felt relevant add a further recommendation which would endorse Policy 46 of the emerging County Plan in relation to flood risk.

Following discussion regarding his suggestion it was agreed that in order to not interfere with the quasi-judicial role of the Planning Committee the following recommendation should be added:-

*'That the importance of Policy 46 of the emerging County Durham Plan in relation to flood risk be highlighted'*

In conclusion Councillor Graham added her sincere thanks to all officers who had been involved in the review and also extended her thanks to those members who had taken part in and for their excellent questions which had been put forward throughout the course of the review.

**Resolved:**

That the recommendations contained in the report be agreed with the inclusion of the comments as agreed above and forwarded to Cabinet approval.

**Environment & Sustainable Communities Overview & Scrutiny Committee**  
**SITE VISIT – Community Woodlands**  
**14<sup>th</sup> July 2014**

**Present**

Councillors B Graham (Chairman) and D Hall (Vice-Chairman)

Councillors J Clare, J Clark, K Hopper and I Jewell

Co-opted Members – Mr T Bolton, Mrs P Spurrell.

**1. Harvey Wood, Cassop - Greeted by Gary Haley – Woodland Trust Site Manager.**

Members were advised that Harvey wood was a broadleaved woodland planted in 2013 that covered 32 hectares of land reclaimed from East Hetton or Kelloe Colliery and contained approximately 62,550 trees on the site. It sits on the northern slopes of the Kelloe Beck Valley and is an important addition to the Magnesian Limestone grassland, fen and older woodland. Local school children helped to plant the trees which are all native species to the area such as oak, hazel, birch and rowan. These trees are an excellent way to help local wildlife, providing sources of food and places of shelter. Native woodland is one of the richest habitats for wildlife supporting everything from plants, lichens and fungi to insects, butterflies, small mammals and birds. Wildlife most likely to be found here includes hare, field vole, deer and speckled butterfly.

The woodland was also part of the Limestone LinX walking and cycling network which provided 11 miles of routes connecting the communities of Bowburn, Coxhoe, Old Quarrington, Quarrington Hill, Kelloe and Cassop. The new wood was part of a unique group created in honour of the Queen's Diamond Jubilee in partnership with the Woodland's Trust. Within the North East 8 sites were secured, 2 within this area; Ferryhill and Spennymoor as part of the project creating 134 hectares of new woodland within County Durham.

There area was subject to regular maintenance, with a full survey of the area being undertaken every 3 years to identify any dead trees, which would subsequently be removed and replaced. This also included the management of weeds.

Details were also provided regarding commercial activity and it was noted that the woodland area could also provide significant economic benefits through the fire market and forestry of trees used for timber products.

In addition to the above there was a full programme of restructuring woodland, which included the strategic thinning of tress to open the structure of the site and also to allow the good tress to grow to their full potential.

Harvey wood was not at this time established enough to be thinned however DCC had contacted all local councillors regarding the thinning of 64 woodland sites across the county.

Reference was made to Burnopfield and the positive management of the site and income generated from the sale of saw logs and wood fuel. Currently the DCC estate as a whole was being assessed with a view to thinning those sites which were not managed by the Countryside rangers (Neighbourhoods).

Further discussion took place regarding ancient woodland classification.

Councillor Clark raised a query with regard to Ash Die Back and whether the disease was now under control. In response it was reported that the disease had not travelled much over last few years however realistically they could not take the chance at this time to plant any Ash in the County's woodlands.

## **2. Kingswood, Little Wood, Local Nature Reserve – Greeted by Darryl Cox Head Ranger.**

Kingswood used to be arable land but 39 hectares of broadleaved woodland were planted as part of the 5 villages (5 Villages commenced in 1997) with the project at Kingswood 'Waste to Wildlife' project taking place in 2003. The site is planted with broadleaf trees: hazel, rowan, blackthorn, dog rose, ash, oak and birch. These trees are important as there is very little woodland cover in the east of County Durham and will provide a vital source of food, shelter and breeding sites for insects, birds and mammals.

It was reported that some of the Hazel trees which would be seen on site were around 12 years old and that within 50/60 years a good canopy would be formed. In addition, the group were informed that when the area was first planted, there were hundreds of skylarks as young woodland areas were ideal for breeding. As the trees continue to mature, the number of skylarks would eventually decrease while the numbers of other types of wildlife would increase such as tawny owls, kestrels and sparrow hawks. Currently visitors could regularly enjoy the sights of jay, woodpecker, crow and wood pigeons.

A major issue reported to Members was that following the receipt of temporary funding via the Heritage Lottery Fund for many of the projects to undertake the capital work necessary there was an issue in finding funding to maintain these sites. A volunteer scheme was promoted via Durham's Countryside Service providing an opportunity to make new friends, learn new skills, get fit and have fun with volunteers helping with education sessions, checking sites and footpaths, planting trees, building fences, picking litter and much more. In addition volunteering was also open

to community groups and corporate groups with work undertaken on the various sites with groups including young supported learners and alcohol and drug abuse groups and Northumbrian Water Limited.

### **3. Crowtrees Local Nature Reserve – Greeted by Darryl Cox, Head Ranger.**

Crowtrees Local Nature Reserve was a site of Special Scientific Interest (SSSI) within close proximity to Kingswood, Little Wood and Coxhoe Quarry Wood Local Nature Reserves forming a huge wildlife corridor. The site was also a Local Wildlife Site and UK Woodland Assurance Scheme certified.

During the winter highland cattle graze the wetland area and fields around it keeping the tall grasses and scrub down. If this vegetation was not controlled, the dominant grasses would take over and crowd out the slower growing wildflowers. The cattle also churn up the soil creating an area where wildflowers and grasses can set seed and colonise.

Crowtrees is greatly influenced by the geology with coal mining and quarrying shaping the landscape. The large nature reserve is special because of the diversity of habitats found there; flower rich grassland, scrub, ponds and wetland make it a real hot-spot for wildlife. On the edge of the Magnesian Limestone plateaux, the grassland found here has a rich and unique mix of wildflowers and grasses.

Natural England operate a contract with Durham County Council to look after the site with Community 'buy in' – 6 local volunteers for Kingswood and Crowtrees together with rangers visit the site once per week. It was further reported that community conservation days were held at a number of sites 2 to 3 times a year. In addition, Durham County Council also produced the Guided Walks Programme April – September 2014 which detailed guided walks planned throughout County Durham.

Various initiatives are run on sites, these vary depending on the site but include the adoption of a seat where individuals are encouraged to adopt a seat which needs repair very popular at Hardwick Park and the coastal walks. In addition, have also established adopt a tree initiative at Hardwick Park.

Work is also taking place with the Sustainability Team within DCC looking at whether wood from harvested woodlands currently underway could be used in biomass boilers to heat our schools, 20 boilers within schools have been identified as being capable of adaptation to use wood chippings. However discussions are taking place in relation to capacity at schools to dry wood chippings on site, access for delivery etc.

In relation to harvesting the woodland it was reported that there had been a procurement exercise carried out however only 2 companies came forward. As earlier reported there was some extraction taking place at Burnopfield however there were issues in relation to selling on the wood, due to a lack of business knowledge

by the contractor. From a good yield it was expected that harvested wood would fetch in the region of £11.00 per tonne.

Further work was to be undertaken in order to stimulate the sectors and to seek assistance from the LEP.

Mr T Bolton asked whether the sponsorship of woodlands (trees/gates) had been considered on a similar basis to advertising on roundabouts within the County. It was noted that some of the woodlands were poorly maintained and would need significant investment in order for them to attract potential sponsors.

Councillor Graham asked whether AAPs had been used to publicise woodland areas within the County and to identify various activities planned. It was noted that Corporate Communications were currently preparing an article for the September addition of the Durham County News highlighting community woodlands within the county and giving a flavour of the various events planned. In addition, those AAPs with an objective of woodlands have been targeted with Crook and Derwent Valley providing funding for local woodland based projects.

It was further suggested that the service could utilise the AAP magazine to highlight/promote what is happening on a seasonal basis in relation to community woodlands within their areas and also seek to engage new volunteers or anyone wishing to provide financial assistance.

#### **4. Coxhoe Quarry Local Nature Reserve.**

Coxhoe woodland, the most mature woodland of the three visited was mainly dominated by ash, beech and sycamore with some beech trees between 200 and 300 years old which supported an enormous number of insects and birds.

At the centre of the site Members viewed the old quarry which hosted excellent examples of Magnesian Limestone grasslands. Of special note was the presence of Blue Moor Grass combined with other wildflowers, which is an increasingly rare sight in the UK. It was reported that the majority of Magnesian Limestone Grassland has been destroyed in Britain over the past century however two thirds of what remain, can be found in east Durham and Tyne and Wear resulting in grasslands of national importance.

The magnesium escarpment provided a breeding ground for a number of rare species including a very rare variety of orchid which covered the site.

It was reported that in order to maintain the grassland, Rangers were employed to manage the land to ensure that the site did not become overgrown. In addition, the site unfortunately suffered from anti-social behaviour and staff were tasked with regularly monitoring the site and clearing up any rubbish which had been dumped at the site.



The service also relied upon the help of volunteers and many gave up their time to help manage the site on a regular basis.

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**Environment and Sustainable Communities Overview and Scrutiny**  
**SITE VISIT – HERITAGE COAST**

**Present**

Councillor B Graham (Chair)

Councillors J Clare, J Clark, J Gray, G Holland, I Jewell, O Milburn and;

Co-opted Members, Mr T Bolton and Mrs P Spurrell.

**Officers**

T Gorman, L Finnigan, N Benson and L Gladders

**1 Blackhall Rocks**

Members were welcomed to the first site and introduced to Daryl Cox, Head Ranger.

Niall Benson, Principal Heritage Coast Officer advised that in terms of landscape and natural area this site was totally unique and could not be found anywhere else in the world. The site had recently benefitted from Heritage Lottery Funding which had allowed for car park improvements, picnic tables, signs and interpretation boards to be installed. It was noted that ongoing investment was important for the site in order to see the project through to completion in 10 years' time.

It was noted that the service had recently been through a restructure and three posts had been deleted. Mr Cox reported that this was ultimately impacting upon the service's ability to manage sites.

Regarding Blackhall Rocks it was reported that the shore line had been significantly cleaned up and the water quality had improved drastically with such. It was noted that the demographics of the coastline were also changing so much with many small infill developments taking place at many sites, which was a testament to the way in which the coastline had improved and was now an attractive environment.

Councillor Holland queried what the length of the coastline was. In response it was reported that that the coastline was 9.8 miles from Blackhall Rocks to Seaham with an overall length of Heritage Coast reaching 18 miles.

Discussion took place regarding the accessibility and infrastructure and whether there were and direct bus routes to and from Blackhall Rocks to Seaham. It was noted that there was no direct service however in summer months it had been known for a mini bus to be provided to shuttle visitors between the two sites.

Further discussion took place regarding the works which had been undertaken to ensure that the sites was a real asset for the village including the relocation of footpaths closer inland to encourage the growth of natural grasslands.

The grasslands prefer non-rich soils and therefore grazing cattle were used over a large area to help manage growth.

Volunteers were key to the effective management of the sites and 5 regular volunteers attended the site on a weekly basis. It was queried whether any work had been undertaken with schools and the wider community in order to educate and encourage others to volunteer. At this present time it was reported that the service did not have the resources available to do this.

Further discussion took place regarding the interpretation boards with panoramic images which would be installed. Councillor Clark further made reference to work which had been undertaken at Horden with the local school to install interpretation and educational boards.

## **2 Crimdon**

Members were welcomed to the site and introduced to Trevor Stephenson, the Little Tern Warden for the area. It was reported that this site was hugely important in terms of conservation with a habitat of Terns, a species which was in decline in Europe and with such an amber list species.

Members were shocked to see the levels of litter at the site and it was noted that this was often the scene on a Monday morning following a busy weekend. Clean and Green managed the top of the site and the dunes were managed by the Countryside Rangers. There was no management by Durham County Council of the beach area.

It was also noted that there were currently no public toilet facilities at the site due to thieves stealing the electrical cables.

The site welcomed approximately 30,000 visitors per year and the site had seen some significant changes since 2000 from the removal of sand dunes and the natural regeneration of grasslands. In addition a fully serviced caravan park had been developed.

With regard to the little tern population, it was reported that there was a bird colony on the beach where the birds laid their eggs and fledged their young. 92 young terns were safely fledged in the last year. It was reported however that the colony was at risk of decline due to predators and disturbances on the beach and it was so important to ensure the safety of new born chicks. In order to do this it was important that the landscape was carefully managed and any marram grass was removed to prevent hawks and other predators. Volunteers were key to this process however it was noted that a chemical treatment plan would be beneficial in order to properly control the growth of marram.

The Warden advised that every effort must be made to help protect these birds from extinction and further work must be undertaken with partners including Natural England to prevent the loss of habitat from this area.

## **3 Beach Banks - Horden**

Members viewed the work which had been undertaken with Schools at the Horden Denes site which commenced in 2010/11. Interpretation panels and artwork had been installed at the site and were shortly due to be refreshed in advance of the official opening on 30 September.

The visit then went on to view the works which were being undertaken on the site of Horden Colliery to build the new station taking in the expansive views of the coast.

#### **4 Seaham Marina**

Members were welcomed to the Marina and were given a short presentation by an officer from the Seaham Community Interest Company (CIC) which showed the before and after images of the development of the site. It was advised that the land was owned in its entirety by the Dock Company however the premises and facilities on site were in shared ownership (50%) by Durham County Council held on a 35 year lease.

At this stage in the development the team were busy trying to get tenants in to fill the empty units with 56 out of the 77 already being let. The flagship building 'The Waterside' comprises of 12 commercial units, a marina using floating pontoons to accommodate up to 77 leisure craft, reinstatement of the dock gates, improved slipway and public access to the North Dock.

Because of the areas industrial past all of the houses in the area had been built facing inland, however with more new development and the regeneration of the coastline houses were now being built facing out to sea.

The regeneration of the area was part of a 10 year plan which was currently 1.5 years in and currently on target.

Further discussion took place regarding housing development and the County Durham Plan and future regeneration of the area including retail units and office spaces to let.

In conclusion it was noted that due to the extensive regeneration and conservation of the marina and surrounding area people were now regularly visiting and spending the day at the site.

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2 October 2014

**NEIGHBOURHOOD SERVICES QUARTER 4  
REVENUE & CAPITAL OUTTURN 2013 / 2014**

**Report of Neighbourhood Services Management Team**

**Purpose of the report**

- 1 To set out details of the final outturn for 2013/14, highlighting variances against revenue and capital budgets for Neighbourhood Services.

**Executive Summary**

- 2 The final 2013/14 Revenue Outturn for Neighbourhood Services was under budget against the cash limit by £0.966m. This takes into account adjustments for sums outside the cash limit such as redundancy costs which are met from the strategic reserves, and use of / contributions to earmarked reserves.
- 3 The final 2013/14 Capital Outturn for Neighbourhood Services was under budget by £4.632m

**Neighbourhood Services Revenue 2013/14**

- 4 The summary of the revenue outturn position, is shown in the following table analysed by Head of Service:

Head of Service	Revised Base Budget 2013/14 £'000	QTR 4 Report			Cash limit Variance Over/ (Under) £'000
		Final Outturn 2013/14 £'000	Variance Over/ (Under) £'000	Reserves / outside cash limit £'000	
Central Costs	1,499	977	(522)	230	(293)
Direct Services	38,300	34,933	(3,367)	2,655	(711)
Env, Health & C. Prot	6,512	6,401	(111)	(165)	(276)
Proj & Business Serv	16,239	15,757	(482)	1,019	537
Culture & Sport	22,726	28,106	5,380	(5,261)	119
Technical Services	24,776	9,863	(14,913)	14,569	(344)
<b>Total</b>	<b>110,051</b>	<b>96,038</b>	<b>(14,013)</b>	<b>13,047</b>	<b>(966)</b>

- 5 The final revenue outturn for 2013/14 was under budget against the cash limit by £0.966m, after taking account of the forecast use of reserves, and items outside the cash limit.

- 6 The cash limit outturn position compares to the previously forecast Quarter 3 position of a cash limit underspend of £0.844m.
- 7 The following section outlines the main reasons for the variance against budget;
- There was an underspend of £0.600m within Technical Services, which was mainly due to a higher than anticipated surplus being generated within the Highways Services trading account. This was a result of increased levels of workload across the year partly due to the extremely mild winter, along with an improvement in efficiency as a result of the review of workforce levels at the end of 2012/13.
  - Within Direct Services, there was an underspend of £0.500m, due to savings in the running costs of council accommodation, and an increased surplus within the Building Services trading account.
  - An overspend of £0.500m within Strategic Waste was due to higher than anticipated one off costs associated with maintaining landfill gas power generation equipment, and also a continuing fall in income from the sale of dry recyclates. The fall in income is due to prevailing market conditions and higher than anticipated levels of contamination within the recyclable material that is collected.
  - The Library Service was £0.200m underspent due to savings associated with changes in opening hours and shift patterns brought about by the early implementation of a 2014/15 MTFP saving.
  - Finally, there was an underspend of approximately £0.200m within the Environment, Health and Consumer Protection service due to savings in employees and supplies and services. A significant proportion of this is due to the early achievement of MTFP savings planned for 2014/15.
- 8 Further to the quarter 3 forecast outturn report, the following items have been excluded from the outturn in arriving at the cash limit:
- £3.377m – relates to contributions to and from earmarked reserves and cash limits to support specific projects in 2013/14 and 2014/15, including a £0.454m use of earmarked reserves to support one off expenditure in Culture and Sport; a £1.511m contribution to earmarked reserves in respect of Highways, Waste Disposal, and Environmental Health; a £1.115m contribution to earmarked reserves in respect of Buildings and Grounds Maintenance, and Street Cleaning; and a £0.350m contribution to earmarked reserves for Customer Services. Neighbourhood Services has utilised £0.495m from its cash limit reserve during the financial year.
  - An additional underspend (against the quarter 3 forecast) on Winter Maintenance activities of £0.312m. In previous years, any overspends on Winter Maintenance have been treated as outside the cash limit. The 2014/15 budget has been increased by £1.3m and an earmarked reserve is being created corporately at year end to better manage these costs within the Neighbourhoods cash limit in future years. The Winter Maintenance Reserve established at year end is £1m and this will be utilised in future years in severe winter events should the increased budget be insufficient to meet the unavoidable costs in this area.
  - £9.671m relates to a range of adjustments associated with capital charges, centralised repairs and maintenance and central administration.



- 9 Taking the outturn position into account, the Cash Limit Reserve to be carried forward for Neighbourhood Services is £2.782m, although it should be noted that there is pre-committed planned use of this reserve of £0.360m across the MTFP 4 period.

### Neighbourhood Services Capital 2013/2014

- 10 The following table sets out details of final spend for 2013/14 analysed by individual Heads of Service areas within the Neighbourhoods capital programme against the revised budget.

Head of Service	Revised Budget £'000	Outturn £'000s	Variance £'000s
EH&CP	14	0	(14)
Direct Services	4,082	1,967	(2,115)
P & B Services	848	367	(481)
Culture and Sport	2,043	1,603	(440)
Technical Services	23,736	22,154	(1,582)
<b>Total</b>	<b>30,722</b>	<b>26,090</b>	<b>(4,632)</b>

- 11 The 2013/14 capital spend for Neighbourhood Services was £26.090m against a revised budget of £30.722m, which is a £4.632m underspend for the year. The main reasons accounting for the outturn position are as follows:
- Direct Services – Underspend £2.115m. The underspend primarily relates to delays in the implementation of the Garden Waste scheme, which delayed the procurement of wheeled bins and also procurement issues connected with vehicles and plant led to delays in delivery and an associated underspend of £0.886m. Outstanding work on Bereavement and Environmental Improvement schemes expected to be completed in 2013/14 is now due for completion in 2014/15.
  - Culture and Sport – Underspend £0.440m. The delay in notification of HLF grant connected with the restoration of Wharton Park delayed progress and contributed to the majority of the Culture and Sport underspend.
  - Projects and Business – Underspend £0.481m. Improvements to the Waste Transfer Stations previously expected to be completed in 2013/14 are now scheduled for completion in 2014/15.
  - Technical Services – Underspend £1.582m. Primarily due to several projects spanning multiple financial years where works have been committed in 2013/14 but will be completed in 2014/15.
  - Environmental Health and Consumer Protection – Underspend £0.014m. Development of single integrated environmental health system was completed under budget – the residual budget is not required and can be released to capital contingencies.

## Recommendations

12 It is recommended that:

- Members of Environment and Sustainable Communities Overview and Scrutiny Committee note the final outturn position on Revenue and Capital for 2013/14.

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## **APPENDIX 1 - Implications**

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### **Finance**

To set out details of the final outturn for 2013/14, highlighting areas of over / underspend against the revenue and capital budgets for Neighbourhood Services, at each Head of Service level and for the whole of Neighbourhood Services.

### **Staffing**

There are no implications associated with this report.

### **Risk**

There are no implications associated with this report.

### **Equality and Diversity/Public Sector Equality Duty**

There are no implications associated with this report.

### **Accommodation**

There are no implications associated with this report.

### **Crime and Disorder**

There are no implications associated with this report.

### **Human Rights**

There are no implications associated with this report.

### **Consultation**

There are no implications associated with this report.

### **Procurement**

There are no implications associated with this report.

### **Disability Issues**

There are no implications associated with this report.

### **Legal Implications**

There are no implications associated with this report.

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2 October 2014

**NEIGHBOURHOOD SERVICES QUARTER 1  
REVENUE & CAPITAL OUTTURN 2014 / 2015**

**Report of Neighbourhood Services Management Team**

**Purpose of the report**

- 1 To set out details of the forecast outturn as at Quarter 1 for 2014/15, highlighting variances against revenue and capital budgets for Neighbourhood Services.

**Executive Summary**

- 2 The Q1 forecast for the 2014/15 Revenue Outturn for Neighbourhood Services was under budget against the cash limit by £0.486m. This takes into account adjustments for sums outside the cash limit such as redundancy costs which are met from the strategic reserves, and use of / contributions to earmarked reserves.
- 3 The Q1 forecast for the 2014/15 Capital Outturn is currently estimated to be in line with the budget.

**Neighbourhood Services Revenue 2014/2015**

- 4 The summary of the revenue outturn position, is shown in the following table analysed by Head of Service:

Head of Service	Revised Base Budget 2014/15 £'000	QTR 1 Report			Cash limit Variance Over/ (Under) £'000
		Quarter 1 Forecast (Apr-Jun) £'000	Variance Over/ (Under) £'000	Reserves / outside cash limit £'000	
Central Costs	1,318	1,325	7	0	7
Direct Services	37,535	38,240	706	(1,049)	(343)
Env, Health & C. Prot	5,862	6,067	205	(286)	(81)
Proj & Business Serv	15,453	16,750	1,297	(997)	300
Culture & Sport	22,593	23,831	1,238	(1,195)	43
Technical Services	27,325	28,161	836	(1,248)	(412)
<b>Total</b>	<b>110,086</b>	<b>114,374</b>	<b>4,289</b>	<b>(4,775)</b>	<b>(486)</b>

- 5 The forecast revenue outturn for 2014/15 is under budget against the cash limit by £0.486m, after taking account of the forecast use of reserves, and items outside the cash limit.

- 6 Since the original budget was presented to Council, the Neighbourhoods revenue budget has been adjusted to take into account the transfer of Community Safety functions from CAS (£0.417m), a reduction relating to the Fleet Review savings (£0.386m), which has been transferred to corporate contingencies, and some minor transfers between Neighbourhood Services and other Service Groupings.
- 7 The forecast underspend is a managed position, reflecting the proactive management of activity by Heads of Service across Neighbourhoods to remain within the cash limit. The main reasons accounting for the outturn position are shown below:
- Within Direct Services there are underspends on premises costs relating to Admin Buildings (£0.173m), underspends within Street Scene (£0.145m) and an increased surplus within Building Services (£0.180m) related to trading activity.
  - There are increased surpluses of approximately £0.350m within Technical Services in relation to Highways Services' trading activity, including the Design Service.
  - There are underspends of £81k within Environmental Health and Consumer Protection associated with savings on employees and supplies and services. Some of these underspends relate to early achievement of 2015/16 MTFP savings requirements.
  - There is a forecast overspend of £0.437m within Strategic Waste primarily due to additional costs associated with the Materials Recycling Facility contract for processing of Dry Kerbside Recycling materials and reduced income in this area.
- 8 The forecast outturn is net of expenditure that is being treated as being outside the cash limit, and also the use of earmarked reserves. Details of these are as follows;
- Additional work of £0.411m relating to clearing a backlog of principal Inspections on Bridges is being treated as outside the cash limit.
  - Additional price inflation of £0.235m relating to Waste Disposal Contracts is being treated as outside the cash limit.
  - The cash limit underspend also takes account of the planned use of £3.919m of earmarked reserves during 2014/15. These mainly relate to one off revenue costs associated with; Culture and Sport MTFP savings, Street Cleaning, Waste Disposal and Collection, IT systems development, and the Transport Asset Management Plan.
- 9 At this stage of the year, there are two specific areas of overspend that are planned to be mitigated by the use of Neighbourhood Services' cash limit reserve. These are in respect of the delayed savings from the Culture and Sport restructure (£0.180m), and also a delayed MTFP saving relating to a reduction in the Leisure-Works contract (£50k).
- 10 Taking the projected outturn position into account, including items proposed to be treated as outside the cash limit, the forecasted cash limit reserve to be carried forward for Neighbourhood Services is £2.908m

## Neighbourhood Services Capital 2014 / 2015

- 11 The following table sets out details of forecast spend for 2014/15 analysed by individual Heads of Service areas within the Neighbourhoods capital programme against the revised budget.

Head of Service	Revised Budget £'000	Outturn £'000s	Variance £'000s
EH&CP	0	0	0
Direct Services	5,779	5,779	0
P & B Services	9,566	9,566	0
Culture and Sport	3,597	3,597	0
Technical Services	29,626	29,626	0
<b>Total</b>	<b>48,568</b>	<b>48,568</b>	<b>0</b>

As at 31 March 2014, the NS Capital Programme for 2014/15 was £41.799m. Re-profiling of budget from 2013/14 of £5.351m was then agreed at the Capital Member/Officer Working Group on 22 May 2014. This resulted initially in a revised budget of £47.150m.

- 12 The capital budget has subsequently been adjusted at MOWG meetings during the year as a result of additional funding sources being identified, and this has now resulted in a revised 2014/15 Capital Programme of £48.568m. It is currently anticipated that the full budget of £48.568m will be spent in 2014/15.

## Recommendations

- 13 It is recommended that:

- Environment and Sustainable Communities Overview and Scrutiny Committee note the Quarter 1 forecast outturn position on Revenue and Capital for 2014/15.

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**Phil Curran                Tel: 03000 261967**

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## **APPENDIX 1 - Implications**

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### **Finance**

To set out details of the Q1 forecast outturn, highlighting areas of over / underspend against the revenue and capital budgets for Neighbourhood Services, at each Head of Service level and for the whole of Neighbourhood Services.

### **Staffing**

There are no implications associated with this report.

### **Risk**

There are no implications associated with this report.

### **Equality and Diversity/Public Sector Equality Duty**

There are no implications associated with this report.

### **Accommodation**

There are no implications associated with this report.

### **Crime and Disorder**

There are no implications associated with this report.

### **Human Rights**

There are no implications associated with this report.

### **Consultation**

There are no implications associated with this report.

### **Procurement**

There are no implications associated with this report.

### **Disability Issues**

There are no implications associated with this report.

### **Legal Implications**

There are no implications associated with this report.



**Environment and Sustainable  
Communities  
Overview and Scrutiny Committee**



**2 October 2014**

**Quarter 1 2014/15  
Performance Management Report**

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**Report of Corporate Management Team  
Lorraine O'Donnell, Assistant Chief Executive  
Councillor Simon Henig, Leader**

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**Purpose of the Report**

1. To present progress against the council's corporate basket of performance indicators for the Altogether Greener theme and report other significant performance issues for the first quarter of 2014/15 covering the period April to June 2014.

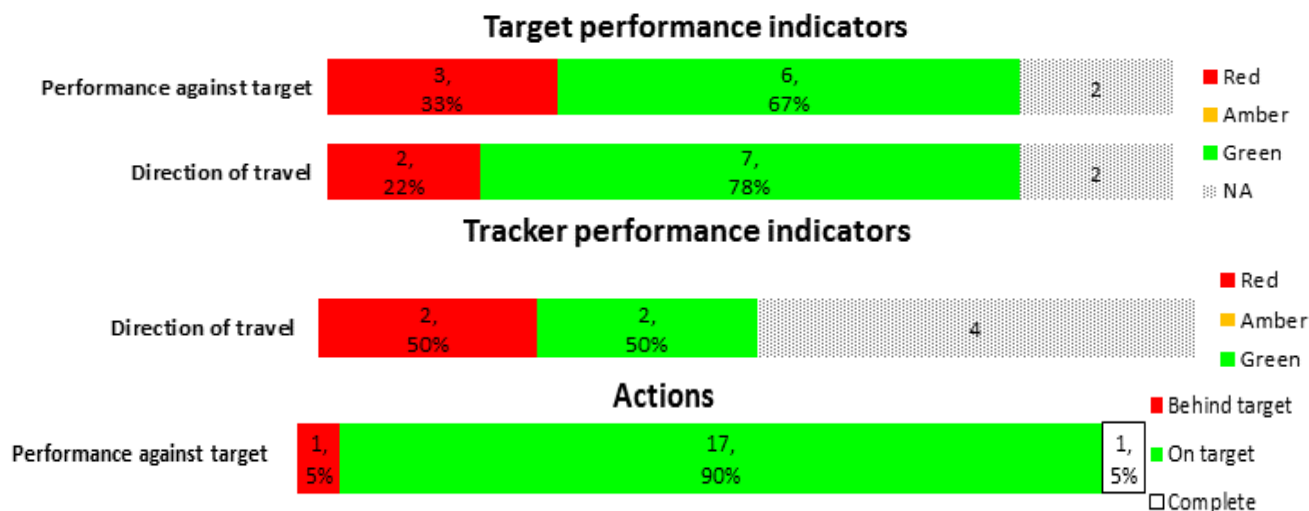
**Background**

2. The report sets out an overview of performance and progress by Altogether Greener priority theme. Key performance indicator progress is reported against two indicator types which comprise of:
  - a. Key target indicators – targets are set for indicators where improvements can be measured regularly and where improvement can be actively influenced by the council and its partners (see Appendix 3, table 1); and
  - b. Key tracker indicators – performance will be tracked but no targets are set for indicators which are long-term and/or which the council and its partners only partially influence (see Appendix 3, table 2).
3. Work has been carried out by officers and members on developing a revised indicator set and targets for 2014/15 as set out in Appendix 3. This set of indicators is based around our six Altogether priority themes and will be used to measure the performance of both the council and the County Durham Partnership.
4. The report continues to incorporate a stronger focus on volume measures in our performance framework. This allows us to better quantify productivity and to monitor the effects of reductions in resources and changes in volume of activity. Charts detailing some of the key volume measures which form part of the council's corporate basket of performance indicators are presented in Appendix 4.

**Developments since Last Quarter**

5. Corporate performance indicator guidance which provides full details of indicator definitions and data sources will soon be available from the Councillors Intranet homepage at: <http://intranet/sites/Councillors/default.aspx>. Any queries relating to the definition manual can be directed to the Corporate Performance Team at [performance@durham.gov.uk](mailto:performance@durham.gov.uk).

## Altogether Greener: Overview



## Council Performance

6. Key achievements this quarter include:
- a. During the 12 months ending May 2014, 89% of municipal waste was diverted from landfill. This exceeds the target set of 85%.
  - b. Between April and June 2014, there were 362 feed in tariff installations registered and approved, including 359 solar photovoltaic (PV) installations and 3 wind installations equating to installed capacity of 1.337 megawatts (MW). The period target of 125 installations was achieved. Renewable energy generation shows the installed or installed/approved capacity within County Durham was 207.79MW at June 2014; 179.2MW operational capacity and 28.59MW approved through planning.
  - c. Progress has been made with the following Council Plan and service plan actions:
    - i. The Hetton Smithy restoration has received commendation at the North East Construction Excellence Awards. The grade 2 listed blacksmith's building at Hetton-le-Hole was in a state of collapse and traditional methods were used to restore the roof, forge and gable. The smithy restoration was supported by the Heritage Lottery Fund and the Limestone Landscapes Partnership.
    - ii. Delivery of the Warm up North project across the county shows the targeted work undertaken including direct mailing to benefit recipients and awareness raising through the warm homes campaign, has resulted in Durham leading the way in terms of referral numbers and installations undertaken. From the commencement of the programme in September 2013 to 30 May 2014, for County Durham there were 1,678 applications made, 662 surveys completed and 470 boiler and insulation installations completed. A further targeted mail out to 5,000 private sector properties of cavity wall construction and with low energy efficiency ratings has recently been released. Considering the turbulent

nature of energy related schemes and the availability of funding, particularly regarding the HHCRO (Home Heating Cost Reduction Obligation) the service does not anticipate such a high return for installations within quarter two, as from July Warm up North are not undertaking major boiler installations and until this changes the only installations will be lofts, cavities and solid wall.

- iii. The Big Switch Off project, which is part of our Carbon Management Programme and contributes to energy efficiency and renewable energy of council assets and across the county, has won a national award, receiving the top accolade in the behavioural change category in the Greenbuild (a national organisation celebrating sustainability in buildings) annual awards. The campaign, which runs for two weeks at a time, aims to get staff into the habit of turning off lights and computers which are not being used and has seen £90,000 a year reduction in electricity costs and some 420 tonnes in carbon emissions.

7. The key performance improvement issues for this theme are:

- a. During the 12 months ending June 2014, 42% of household waste was re-used, recycled or composted. Performance is below the 44% target and has deteriorated from 46.8% reported 12 months earlier. The 2.8 percentage point decrease can be attributed to an increase in the amount of recycle rejected due to contamination. Durham County Council has embarked upon a countywide education campaign about contamination called 'Bin it Right'. This communications campaign involves placing stickers on bins, rejecting contaminated recycling bins and educating residents about the correct methods of recycling via Recycling Assistants. Between April and mid-July 2014 the Recycling Assistants conducted over 20,000 door knocks across targeted areas known to have contamination issues across the county.
- b. Tracker indicators show there were 9,693 fly-tipping incidents reported in the 12 month period to June 2014. This is an increase of 47% compared to 12 months earlier when 6,655 incidents were reported (see Appendix 4, chart 1). A review of the fly-tipping process is ongoing looking at the arrangements for collection, recording and reporting, assessing how the data is used internally and externally and ensuring that reported data is robust, reported consistently and used effectively. Alongside the review, there is also a partnership fly-tipping task force group being set up to look at the issues surrounding the increase in fly-tipping in the county. The group will consider the data and plan a multi-agency approach, identify a range of measures and interventions and develop an action plan and campaign to tackle the issue. Progress regarding the review and the work of the task force will be provided at quarter 2.
- c. There are no Council Plan actions which have not achieved target in this theme although the action to produce a new Waste Management Strategy for County Durham has been deleted because the council is no longer producing a separate strategy.

8. There are no key risks in delivering the objectives of this theme.

## **Recommendations and Reasons**

9. That the Environment and Sustainable Communities Overview and Scrutiny Committee receive the report and consider any performance issues arising there from.

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## Appendix 1: Implications

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**Finance** - Latest performance information is being used to inform corporate, service and financial planning.

**Staffing** - Performance against a number of relevant corporate health PIs has been included to monitor staffing issues.

**Risk** - Reporting of significant risks and their interaction with performance is integrated into the quarterly monitoring report.

**Equality and Diversity / Public Sector Equality Duty** - Corporate health PIs are monitored as part of the performance monitoring process.

**Accommodation** - Not applicable

**Crime and Disorder** - A number of PIs and key actions relating to crime and disorder are continually monitored in partnership with Durham Constabulary.

**Human Rights** - Not applicable

**Consultation** - Not applicable

**Procurement** - Not applicable

**Disability Issues** - Employees with a disability are monitored as part of the performance monitoring process.

**Legal Implications** - Not applicable

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## Appendix 2: Key to symbols used within the report

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Where icons appear in this report, they have been applied to the most recently available information.

### Performance Indicators:

#### Direction of travel

Latest reported data have improved from comparable period

**GREEN**

Latest reported data remain in line with comparable period

**AMBER**

Latest reported data have deteriorated from comparable period

**RED**

#### Performance against target

Performance better than target

Getting there - performance approaching target (within 2%)

Performance >2% behind target

### Actions:

**WHITE**

Complete (Action achieved by deadline/achieved ahead of deadline)

**GREEN**

Action on track to be achieved by the deadline

**RED**

Action not achieved by the deadline/unlikely to be achieved by the deadline

### Benchmarking:

**GREEN**

Performance better than other authorities based on latest benchmarking information available

**AMBER**

Performance in line with other authorities based on latest benchmarking information available

**RED**

Performance worse than other authorities based on latest benchmarking information available

## Appendix 3: Summary of Key Performance Indicators

Table 1: Key Target Indicators

Ref	PI ref	Description	Latest data	Period covered	Period target	Current performance to target	Data 12 months earlier	Performance compared to 12 months earlier	National figure	*North East figure **Nearest statistical neighbour figure	Period covered
<b>Altogether Greener</b>											
52	NS14a	Percentage of relevant land and highways assessed (LEQSPRO survey) as having deposits of litter that fall below an acceptable level	5.33	Dec 2013 - Mar 2014	7.00	GREEN	10.00	GREEN	11.00 GREEN		2011/12
53	NS14b	Percentage of relevant land and highways assessed (LEQSPRO survey) as having deposits of detritus that fall below an acceptable level	8.78	Dec 2013 - Mar 2014	10.00	GREEN	12.00	GREEN	11.00 GREEN		2011/12
54	NS10	Percentage of municipal waste diverted from landfill	88.6	Jun 2013 - May 2014	85.0	GREEN	62.0	GREEN			
55	NS19	Percentage of household waste that is re-used, recycled or composted	42.0	Jul 2013 - Jun 2014	44.0	RED	46.8	RED	41.6 GREEN	35.89* GREEN	2012/13
56	REDPI53	Percentage of conservation areas in the county that have an up to date character appraisal	39	As at Mar 2014	37	GREEN	35	GREEN			
57	REDPI48	Reduction in CO <sub>2</sub> emissions from local authority operations	5.5	2012/13	9	RED	6.3	RED			

Ref	PI ref	Description	Latest data	Period covered	Period target	Current performance to target	Data 12 months earlier	Performance compared to 12 months earlier	National figure	*North East figure **Nearest statistical neighbour figure	Period covered
58	NS08	Percentage reduction in CO <sub>2</sub> emissions from the DCC fleet	3.35	2012/13	Not set	NA	2.01	GREEN			
59	NS36	Average annual electricity consumption per street light (KwH) (estimated)	388.6	2013/14	Not set	NA	New indicator	NA			
60	REDPI49	Number of registered and approved Feed In Tariff installations	362	Apr - Jun 2014	125	GREEN	214	GREEN			
61	NS04	Percentage of recorded actionable defects on carriageways and footways repaired within 24 hours (Category 1)	97	Apr - Jun 2014	90	GREEN	75	GREEN			
62	NS05	Percentage of recorded actionable defects on carriageways and footways repaired within 14 working days (Category 2.1)	84	Apr - Jun 2014	90	RED	New indicator	NA			

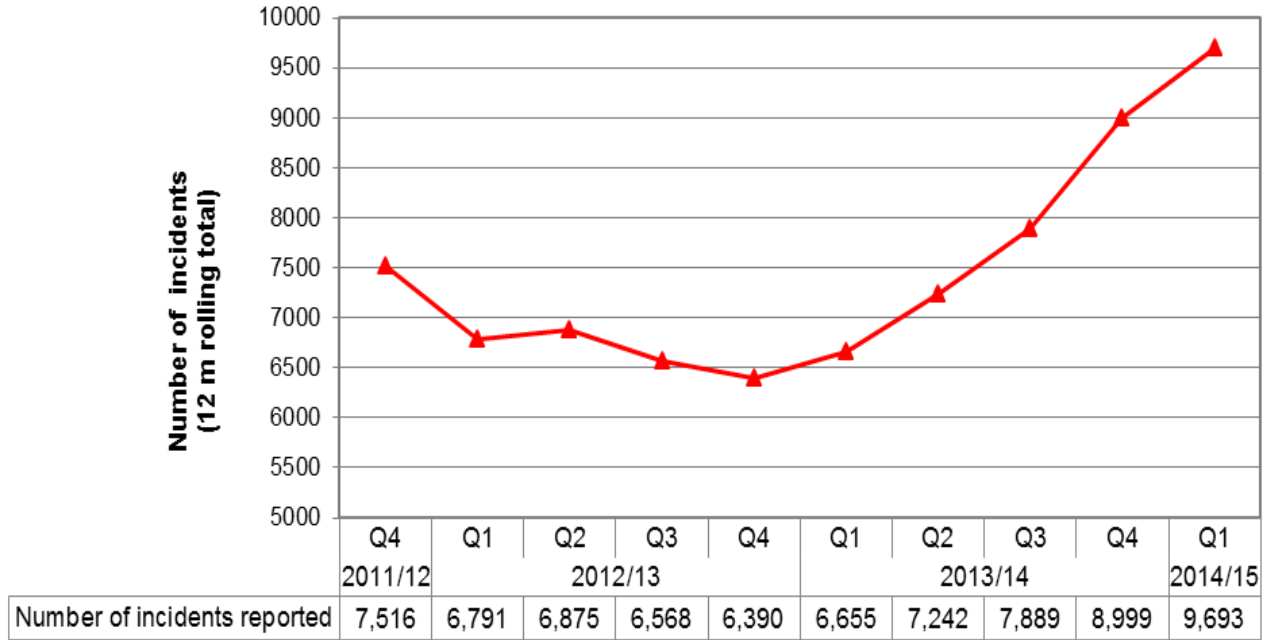


**Table 2: Key Tracker Indicators**

Ref	PI ref	Description	Latest data	Period covered	Previous period data	Performance compared to previous period	Data 12 months earlier	Performance compared to 12 months earlier	National figure	*North East figure **Nearest statistical neighbour figure	Period covered
<b>Altogether Greener</b>											
175	NS14c	Percentage of relevant land and highways assessed as having deposits of dog fouling that fall below an acceptable level	2.33	Dec 2013 - Mar 2014	1.11	RED	New indicator	NA			
176	NS15	Number of fly-tipping incidents reported	9,693	Jul 2013 - Jun 2014	8,999	RED	6,655	RED			
177	NS16	Number of fly-tipping incidents cleared	7,634	Jul 2013 - Jun 2014	7,169	NA	5,482	NA			
178	NS17a	Percentage of household waste collected from the kerbside - recycling	21.2	Jul 2013 - Jun 2014	21.4	RED	22.3	RED			
179	NS17b	Percentage of household waste collected from the kerbside - composting	11.1	Jul 2013 - Jun 2014	10.3	GREEN	10.8	GREEN			
180	NS09	Megawatt hours (MWh) of energy produced from municipal waste sent to Sita's 'Energy from Waste' plant	28,944	Jul 2013 - Jun 2014	11,503	GREEN	New indicator	NA			
181	REDPI 46	Percentage reduction in CO <sub>2</sub> emissions in County Durham	41.2	As at Dec 2011	25.1	GREEN	25.1	GREEN	6.4	18*	2009
182	REDPI 47	Renewable energy generation - Mega watts equivalent (MWe) installed or installed/approved capacity within County Durham	207.79	As at Jun 2014	206.33	Not comparable [1]	200.99	Not comparable [1]			

[1] This data is cumulative year on year

Chart 1 – Fly-tipping incidents



**Environment and Sustainable  
Communities Overview and  
Scrutiny Committee**



**2 October 2014**

**Update: Reducing the Council's  
Carbon Emissions Scrutiny  
Review**

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**Joint report of Lorraine O'Donnell, Assistant Chief Executive  
and Ian Thompson, Corporate Director, Regeneration and  
Economic Development**

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**Purpose of the Report**

- 1 The attached Appendix 2 describes the progress made in relation to the recommendations contained within the 'Reducing the Council's Carbon emissions' Scrutiny review report published in January, 2013.

**Background**

- 2 The work programme of the Environment and Sustainable Communities Overview and Scrutiny Committee for 2012-13 reflected the five objectives set out in the 'Altogether Greener' section of the Council Plan 2012 – 16. One of these Objectives is to mitigate the impact of climate change which will reduce CO<sub>2</sub> emissions in County Durham.
- 3 Members of the Environment and Sustainable Communities Overview and Scrutiny Committee considered that as a local authority, Durham County Council is well placed to drive and influence carbon emission reductions through the services it delivers and its regulatory and strategic functions and it has been part of the Local Authority Carbon Management Programme since 2009. It was therefore agreed that a Scrutiny Review would be undertaken by the Committee focusing on reducing the Council's carbon emissions.
- 4 'Reducing the Council's Carbon Emissions' Scrutiny Review report was considered by Cabinet at the meeting on the 16<sup>th</sup> January, 2013. At that meeting Cabinet agreed the recommendations contained within the review report which included a recommendation for a six monthly update on progress against recommendations contained in the report. The last update was provided to the Committee at the meeting on the 24 October, 2013 and it is therefore considered timely for a further update to be given to members at the October meeting of the committee.

## **Terms of Reference of Review**

- 5 The Environment and Sustainable Communities Overview and Scrutiny Committee at its meeting on 9<sup>th</sup> July, 2012 agreed to undertake a review of the Council's Carbon Management Programme to assess whether the Council is on course to:
- Reduce CO<sub>2</sub> emissions by a minimum of 40% from the Council's 2008/09 baseline of 105,816 tonnes by 2015.
  - Deliver savings in energy costs of at least 20% against business as usual predictions by 2015.
  - Quantify the direct carbon emissions from the Council's activities and allocate ownership of those emissions to Service Groupings and services by 2012 to allow emissions reduction targets and carbon budgets to be included in Service Plans and monitored by 2013.
  - Create a 'low carbon culture' within the Council by raising awareness, providing formalised training and gaining support from staff and senior management.

## **Recommendations of the Review**

- 6 The Scrutiny review report made recommendations in respect of:-
- The importance of a corporate and co-ordinated approach in relation to reducing carbon emissions and the need for service groupings to continue to proactively engage with the Council's Carbon Management Programme Board.
  - That the Council/Cabinet continues to explore opportunities for 'invest to save' that will result in significant reductions in energy consumption and carbon emissions and ultimately lead to savings and efficiencies.
  - That Elected Members be provided with detailed information on any trials/schemes in relation to street lighting in their area prior to residents.
  - That more Eco Champions be recruited to promote simple energy saving changes. As part of the corporate induction programme Elected Members be provided with information on the Council's Carbon Management Programme and that volunteers are sought from elected members to act as Eco Champions.
  - That the use of innovative technology be looked at to reduce business travel.

- That the Committee continues to monitor the progress being made to achieve the Council's carbon reduction targets through the current quarterly performance monitoring reports and receives regular updates by members of the Council's Sustainability, Carbon and Climate Change Team and Carbon Management Programme Board.
- That all staff and Elected Members be made aware of the Council's carbon reduction targets, the financial impact and energy use and the savings that can be made by using energy more effectively

### **Current position**

7 The attached Action Plan (Appendix 2) provides information on the progress made in relation to the recommendations contained in the Scrutiny review report.

### **Next steps**

8 The Environment and Sustainable Communities Overview and Scrutiny Committee as part of the systematic review process will receive a further update of progress made in relation to the recommendations contained in the review report at a future meeting of the Committee.

### **Recommendations**

- 9 Members of the Environment and Sustainable Communities Overview and Scrutiny Committee are asked to consider and comment upon the progress made in relation to the recommendations contained in the Scrutiny Review report.
- 10 That the Environment and Sustainable Communities Overview and Scrutiny Committee receive a further report detailing progress made against the recommendations contained in the Scrutiny Review report at a future meeting of the Committee.

### **Background Paper(s)**

Reducing the Council's Carbon Emissions Scrutiny Review report – January, 2013.

Environment and Sustainable Communities Overview and Scrutiny Committee – Update: Reducing the Council's Carbon Emissions Scrutiny Review report – 24 October, 2013.

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## **Appendix 1: Implications**

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**Finance** – None

**Staffing** – None

**Risk** - None

**Equality and Diversity** – An Equality Impact Assessment was undertaken in respect of the Scrutiny Review recommendations.

**Accommodation** - None

**Crime and Disorder** - None

**Human Rights** - None

**Consultation** – None

**Procurement** - None

**Disability Discrimination Act** – None

**Legal Implications** –None

OVERVIEW AND SCRUTINY WORKING GROUP REPORT – REDUCING THE COUNCIL’S CARBON EMISSIONS  
 REVIEW OF RECOMMENDATIONS CONSIDERED BY CABINET ON: 16<sup>TH</sup> JANUARY, 2013

Review Recommendation	Progress Report of Action taken to implement recommendation	Resib'ty	Timescale
<p>1) That Cabinet notes the importance of a corporate and co-ordinated approach in relation to reducing carbon emissions. This approach is facilitated through the Council's Carbon Management Programme Board and in order to continue to fulfil this function, Service groupings should proactively engage with the Board to ensure a joined up and planned approach.</p>	<p>The corporate Carbon Management Programme Board Continues to lead the Council's work on carbon reduction and energy savings. All service groupings are represented and quarterly reports are received by the Board on all relevant capital and revenue projects.</p>	<p>Carbon Management Programme Board</p>	<p>Ongoing</p>

Review Recommendation	Progress Report of Action taken to implement recommendation	Resib'ty	Timescale
<p>Pa 54</p> <p>2) That in view of the recent increases in energy prices, the Council/Cabinet continues to explore opportunities to 'invest to save' that will result in significant reductions in energy consumption and carbon emissions and ultimately lead to savings and efficiencies. Consideration also needs to be given to whether schemes should be undertaken that provide the opportunity for large scale carbon reduction, but do not meet the usual financial pay back criteria.</p>	<p>Further projects have been initiated. These include boiler optimisation, new lighting in five leisure and office buildings and surveys have been carried out on three main depots with recommendations for new invest to save projects. These will be approached using an innovative "whole buildings" methodology which, if successful, will be rolled out across the full site of retained non-school buildings once the building review is complete. Further projects are also being looked at and are in feasibility stages.</p>	<p>Carbon Management Programme Board</p>	<p>Ongoing</p>



<b>Review Recommendation</b>	<b>Progress Report of Action taken to implement recommendation</b>	<b>Resib'ty</b>	<b>Timescale</b>
<p>3) That the Council's Elected members be provided with detailed information on any trials/schemes in relation to street lighting in their area, prior to residents being notified.</p>	<p>We have retrofitted over 14,000 street lights to date countywide with new energy efficient LED street lights as part of the Street Lighting Energy Reduction Project. We estimate that this has impacted over 70,000 households and has generally been very well received.</p> <p>The new LED street lighting meets and exceeds current British Standards whilst much of the old street lighting it replaces does not meet current or past British Standards.</p> <p>It is important to note that street lighting is only supposed to light the road and footway and the new LED street lights achieve this objective very well due to the enhanced control provided by LED technology.</p> <p>The Street Lighting Energy Reduction Project involves a £21million capital investment in highways that will produce gross revenue savings of £2million per annum which will help meet the unprecedented reductions in central government funding. The Project will also reduce the Council's carbon emissions by over 7,500 tonnes per annum.</p> <p>In summary, the new LED street lighting is better quality and achieves significant savings in electricity consumption, carbon emissions and maintenance.</p>	<p>Street Lighting Energy Reduction Project Board.</p>	<p>Ongoing</p>

Review Recommendation	Progress Report of Action taken to implement recommendation	Resib'ty	Timescale
<p>4) That the drive to recruit more Eco Champions to promote simple energy saving changes continues, and that consideration be given to the possibility of providing Elected Members with information on the Council's carbon management programme, as part of the corporate induction programme and seeking volunteers from Elected Members to act as Eco Champions.</p>	<p>Surveys have shown that Durham County Council is ahead of most other councils in respect of the number of Eco Champions to staff. The programme continues to be reviewed to assess how we can increase this further and provide a support network for all the Eco Champions. Carbon Management is now part of the induction programme and is also included in staff reviews.</p> <p>To date we have not recruited elected members as Eco Champions, but we will continue to assess this option.</p>	<p>Carbon Revenue Project Board</p>	<p>Ongoing</p>

<b>Review Recommendation</b>	<b>Progress Report of Action taken to implement recommendation</b>	<b>Resib'ty</b>	<b>Timescale</b>
<p>5) That in relation to the need to reduce business travel, consideration be given to making more use of innovative technology such as skype, telephone conferencing, video conferencing and promoting the availability of 'hot desks' at council offices throughout the county.</p>	<p>General awareness of the alternatives available instead of travelling has been raised through Eco Champions and the Fleet Review. This has included conference calls which have been trialled in several services for regular meetings. A new report from Myview has also been created. This is sent monthly to managers showing business mileage for all their team and a comparison to the previous year.</p>	<p>Carbon Management Board</p>	<p>Ongoing</p>

<b>Review Recommendation</b>	<b>Progress Report of Action taken to implement recommendation</b>	<b>Resib'ty</b>	<b>Timescale</b>
<p>Pa 58</p> <p>6)</p> <p>That the committee continues to monitor the progress being made to achieve the Council's carbon reduction targets through the current quarterly performance monitoring reports and receive regular updates by members of the Council's Sustainability, Carbon and Climate Change Team and Carbon Management Programme Board.</p>	<p>Updates to this report will be provided and ongoing monitoring of electric, gas and water consumption and of the performance of capital and revenue projects to date can be provided on request.</p> <p>Durham County Council achieved 9.5% reduction in 2013/14 compared to 12/13. In total a 16.5% reduction from baseline 2008.</p>	<p>Maggie Bosanquet</p>	<p>Ongoing</p>

Review Recommendation	Progress Report of Action taken to implement recommendation	Resib'ty	Timescale
<p>7) That all staff and Elected Members be made aware of the Council's carbon reduction targets, the financial impact of energy use and the savings that can be made by using energy more effectively. This could be achieved through training sessions and the Council's performance appraisal scheme – focusing on staff actions/achievements that protect the County's environment and mitigate the effects of climate change.</p>	<p>Regular articles in Buzz and Member Updates have kept staff and members up to date with projects. The Big Switch Off has continued to make impressive savings in buildings where it has taken place, demonstrating to staff the importance of making a few minor changes to their behaviour.</p>	<p>Maggie Bosanquet</p>	<p>Ongoing</p>

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## Environment and Sustainable Communities Overview and Scrutiny Committee



2 October 2014

### Air Quality Management within County Durham – Update

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#### Joint report of Lorraine O'Donnell, Assistant Chief Executive and Terry Collins, Corporate Director, Neighbourhood Services

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##### Purpose of the Report

- 1 To provide Members of the Environment and Sustainable Communities Overview and Scrutiny Committee with an update on the development of the Air Quality Action Plan for Durham City.

##### Background

- 2 Members will recall that at the meeting of the Environment and Sustainable Communities Overview and Scrutiny Committee held on the 10 April, 2014 information was provided on various air quality management projects undertaken across County Durham for the purposes of fulfilling the requirements of Local Air Quality Management.
- 3 It was agreed by members at the meeting that the Environment and Sustainable Communities Overview and Scrutiny Committee would receive further updates detailing, in particular, the development of:
  - The draft Air Quality Action Plan for Durham City. This was identified as the most important of the Local Air Quality Management projects that are currently ongoing within the County. The air quality work recently undertaken by the Pollution Control Team has primarily focused on the development of the Air Quality Action Plan for Durham City.
- 4 Arrangements have been made for Denyse Holman, Pollution Control Manager and David Gribben, Senior Air Quality Officer, Neighbourhood Services to attend the meeting on the 2 October, 2014 to deliver a presentation focusing on:
  - The organisational arrangements that have been implemented to establish a draft Air Quality Action Plan.
  - The requirements for establishing and developing an Air Quality Action Plan.
  - A summary of the work completed on the draft Air Quality Action Plan for Durham City.

- A summary of the outstanding work that the Council will be required to complete to establish a draft Air Quality Action Plan for Durham City by March 2015.
- The next stages once an Air Quality Action Plan for Durham City has been drafted.

### **Air Quality Management - Background**

- 5 The Environment Act 1995 requires the Council to undertake review and assessment of local air quality across County Durham. This has identified areas of Durham City and Chester le Street where the assessed concentrations of nitrogen dioxide, a pollutant that occurs from vehicle emissions, are above the National Air Quality Standard.
- 6 The EC has formally launched infraction proceedings against the UK for breach of the nitrogen dioxide air quality limit values under the EU Air Quality Directive. The Government has discretionary power under the Localism Act 2011 to transfer all or part payment of the fine imposed following infraction proceedings on to Local Authorities that have failed to carry out responsibilities under Local Air Quality Management.
- 7 The Council declared an Air Quality Management Area within Durham City for nitrogen dioxide on the 9<sup>th</sup> May 2011. This extended across the city centre from Highgate, over Millburngate Bridge to the Hild and Bede roundabout and then along Gilesgate to the junction with Dragon Lane. The boundary of the Air Quality Management Area was extended in July 2014 to include the West End of the city following the route of the A690 to Neville's Cross and down to Stonebridge roundabout together with sections of Claypath and New Elvet.
- 8 The review and assessment of air quality elsewhere has not identified any other areas within the County where the concentrations of air quality pollutants have exceeded the National Air Quality Standards.
- 9 Once an Air Quality Management Area has been declared the Council is required to establish an Air Quality Action Plan. The Action Plan comprises of air quality improvement measures that, when implemented, will reduce nitrogen dioxide concentrations towards achieving compliance with the National Air Quality Standards.
- 10 The review and assessment of air quality is continuing across County Durham. An extensive network of non-continuous monitors is now established at all locations where elevated levels of an air quality pollutant may occur. In addition, there are portable and stationary continuous monitors at selected locations within Durham City that measure concentrations of nitrogen dioxide twenty four hours a day.
- 11 The projected and planned development detailed within the County Durham Plan for the county will inevitably have an impact on air quality pollutant emissions. An Air Quality and Planning Guidance Note can now be used for providing advice to developers. The use of the guidance in dealing with pre-planning requests for advice and for planning



applications will ensure the air quality impacts from developments will be assessed and minimised.

### **Current position**

- 12 An Air Quality Technical Working and an Air Quality Corporate Steering Group have been set up to undertake and fulfil the requirement of establishing a draft Air Quality Action Plan for Durham City. Each group have clearly defined roles and tasks to achieve the objective in the Neighbourhood Services Plan to prepare a draft Air Quality Action Plan for Durham City by March 2015.
- 13 A structured programme that covers identified stages of the work project and detailed as work milestones has been established for the drafting of the Air Quality Action Plan. This is to ensure that progress of the development of the draft Air Quality Action Plan can be effectively monitored and therefore of achieving the objective of establishing a draft Air Quality Action Plan by March 2015.
- 14 The Air Quality Technical Working Group has focussed on identifying and prioritising viable options for improving air quality within Durham City. These have then been reported to the Air Quality Corporate Steering Group that has a more strategic role in overseeing the formulation, development and implementation of the Air Quality Action Plan.
- 15 A list of options for improving the air quality within Durham City together with timescales for the implementation of these has been prepared by the Air Quality Technical Working Group. This list has subsequently been reported and received approval by the Air Quality Corporate Steering Group.
- 16 The options are targeted to improving air quality and therefore to reducing vehicle emissions, the identified source of air pollution within the City. They are wide ranging and cover ongoing work projects both within and outside the Council. A considerable quantity of information is available and meetings to discuss this with the individuals with responsibility for these work projects have been held. These have been necessary to ascertain the details of the work projects for inclusion in the draft Air Quality Action Plan.

### **Next Steps**

- 17 The options on the list are currently being appraised to prioritise these in order of how effective they will be in improving air quality relative to cost. On completion of this stage a prioritised list of options will be established that will form the draft air quality action plan. The prioritised list will then be reported to and approved by the Air Quality Corporate Steering Group.
- 18 Following the establishment of the draft Air Quality Action Plan the Council is required to carry out consultation. A strategy will be prepared that will set out the scope and form of the consultation and this will also be subject to approval by the Air Quality Corporate Steering Group. The

consultation will then be undertaken in accordance with the strategy once the draft Air Quality Action Plan has been established.

- 19 The comments arising from the consultation will be taken into consideration and where applicable the Air Quality Action Plan will be revised accordingly. A final version of the Air Quality Action Plan will then be approved by the Air Quality Corporate Steering Group before submission to the Government (DEFRA).
- 20 The Council is required to carry out a further assessment of the air quality for the additional areas of the city included within the extended boundary of the Air Quality Management Area. This will provide confirmation of the decision to include these areas within the Air Quality Management Area and identify the contributing sources to the elevated levels of nitrogen dioxide. It will be necessary to review the completed further assessment to determine any impact on the prepared draft Air Quality Action Plan.
- 21 The impact on air quality that the improvement measures will achieve within the city once they have been implemented will need to be assessed. This will involve targeting the monitoring at locations where the impact on reducing levels of air quality pollutant (nitrogen dioxide) are most likely to occur. It will also look at the impact on the daily profile of air quality at locations and therefore will involve monitoring that will provide data over a full twenty four hour period.
- 22 The outcome of the monitoring will be periodically reviewed and where there are grounds for doing so the Air Quality Management Area and the Air Quality Action Plan will be revised.
- 23 The Council is required to report progress on the development of the Air Quality Action Plan and the subsequent impact on air quality from the implementation of air quality improvement measures annually to the Government (DEFRA).

### **Recommendations**

- 24 That the members of the Environment and Sustainable Communities Overview and Scrutiny Committee note and comment upon the information provided in the attached report and presentation.
- 25 That the Environment and Sustainable Communities Overview and Scrutiny Committee receive a further update on the development of air quality management within County Durham at the meeting on the 17 April, 2015.

## **Background Papers**

Environment and Sustainable Communities Overview and Scrutiny Report – 10 April 2014.

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## **Appendix 1: Implications**

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### **Finance**

There are financial implications associated with the work project that involves the drafting of the Air Quality Action Plan. These include the costs of an external air quality consultancy to undertake an appraisal of the air quality improvement options to prioritise these in order of cost effectiveness. It may also be necessary for air quality consultants to assist with the consultation on the prepared draft Air Quality Action Plan.

In addition there are cost implications with the implementation of air quality improvement measures incorporated within an Air Quality Action Plan. However as traffic is the source of elevated levels of nitrogen dioxide emissions in the declared Air Quality Management Area in Durham City then it is likely that traffic improvement measures will be necessary and the capital for these should be met from the Local Transport Planning budget.

Further monitoring requirements to assess the impact of air quality improvement measures incorporated into the Air Quality Action Plan may be required. This may include the expansion of the existing non continuous monitoring network and/or the installation of further continuous monitors.

### **Staffing**

Corporate and Technical Working Groups have been set up to establish, develop and implement a draft Air Quality Action Plan for Durham City.

The delivery of the project will involve the Senior Air Quality Officer and a Public Protection Officer within the Pollution Control Team carrying out the majority of the technical work involved in maintaining and extending the monitoring network across the City. Further the Senior Air Quality Officer will be involved in liaising with the external air quality consultant and also with key individuals both within and outside the Council to establish and develop the draft Air Quality Action Plan.

As well as assisting with the establishment and development of the draft Air Quality Action Plan for Durham City the external air quality consultants will undertake the further assessment of air quality for the additional areas included in the Durham City Air Quality Management Area that was amended in July 2014.

### **Equality and Diversity / Public Sector Equality Duty**

Local Air Quality Management focusses on improving or reducing the impacts of air quality. Therefore they will have a beneficial impact irrespective of the background of the residents of the properties of the areas to which the projects relate.

An Equalities Impact Assessment has been carried out prior to the reports for the designation of the Air Quality Management Areas in Durham City and Chester le Street.

### **Accommodation**

None

**Crime and Disorder**

None

**Human Rights**

None

**Consultation**

A consultation involving residents and Councillors together with other interested parties was undertaken prior to the designation of the Air Quality Management Areas in Durham City. Further consultation was also undertaken prior to the revision of the Air Quality Management Area in accordance with a Consultation Plan drawn up by the Communications Team.

The Council will be required to undertake a more detailed form of consultation exercise once a draft Air Quality Action Plan has been established and prior to it being finalised. At this stage it is uncertain as to what form this consultation will take but will need to involve public participation. For example Councils elsewhere have undertaken this consultation in the form of a series of arranged workshops and have used external air quality consultants to organise and facilitate these. A strategy for the consultation will be established with the involvement of the Communications Team.

**Procurement**

It may be necessary to purchase further monitoring equipment and/or consultancy services to enable the Council to complete these projects. The purchase of further monitoring equipment or consultancy services, if required, will be undertaken in accordance with the applicable Council procurement policies and procedures.

**Disability Issues**

None

**Risk and Legal Implications**

Once an Air Quality Management Area has been declared there is a legal requirement to establish an Air Quality Action Plan consisting of measures to improve the air quality towards achieving compliance with the National Air Quality Standards for pollutants within the designated Air Quality Management Area.

Failure to undertake Local Air Quality Management responsibilities may lead to judicial review proceedings being progressed against the Council. If faced by a judicial review the Council could not substantiate a case of failing to carry out its responsibilities. In addition the Government has discretionary power, under the Localism Act, to require responsible authorities to pay all or part of a fine imposed by EU infraction proceedings.

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**Environment and Sustainable  
Communities Overview and  
Scrutiny Committee**



**2 October 2014**

**Landscape Scale Projects**

**Joint report of Lorraine O'Donnell, Assistant Chief Executive and  
Ian Thompson, Corporate Director, Regeneration and Economic  
Development**

**Purpose of the Report**

- 1 To provide Members of the Environment and Sustainable Communities Overview and Scrutiny Committee with background information on the Landscape Scale projects prior to an overview presentation by Sue Mullinger, Landscape Delivery Officer, Regeneration and Economic Development.

**Background**

- 2 Members will recall that at previous meetings of the committee you have received reports and presentations on various landscape scale projects delivered by various partnerships. It was therefore thought appropriate when refreshing the work programme for 2014/15 to provide members with an overview of landscape scale programmes, identifying the various projects and partnerships involved within the County, examples of various projects they have delivered and next steps.
- 3 Arrangements have been made for Sue Mullinger, Landscape Delivery Officer, Regeneration and Economic Development to attend the meeting on the 2 October to deliver a presentation focusing on:
  - landscape-scale and what it means
  - why we need an integrated approach to the delivery of heritage initiatives
  - the benefits of landscape scale delivery
  - landscape scale projects within the County
  - keys to successful landscape scale working
  - landscape scale project legacy – lasting benefits from fixed term funded programmes

**Landscape Scale Projects – Background**

- 4 Despite some recent improvements, our attempts to reverse decades of decline in our wildlife, the habitats in which it lives and unique landscape features and character have not had a significant impact. A more sustainable approach is needed which thinks and acts on a larger scale beyond maintaining individual sites. A landscape scale approach involves considering the whole landscape and recognises that addressing single issues in isolation does not reflect the way nature and people work in a system.

- 5 Common ground between disciplines such as ecology, archaeology and history has potential to provide an integrated way of thinking to help guide the delivery of heritage initiatives. Durham County Council has a long and successful history of delivering such projects – and the term ‘landscape scale’ can probably be used to describe a number of initiatives which predate widespread usage of the term – such as the Turning the Tide project and Durham Hedgerow Partnership.
- 6 Popularity of the phrase ‘landscape scale’ has been boosted, no doubt, by the Heritage Lottery Funded Landscape Partnership Programme which was introduced about a decade ago. This fund is for schemes led by partnerships of local, regional and national interests which aim to conserve areas of distinctive landscape character throughout the UK. Grants are for up to £3million. The County Council has been and still is, involved in the development and delivery of a number of such schemes. The Mineral Valleys project was led by Natural England with a total budget of £5.2 million. Durham is currently leading on the Limestone Landscapes Project which is a three year project worth £2.9million – about to end later on this year. The Council is also helping to develop the Land of Oak & Iron project which will be led by Gateshead Council.
- 7 There are a number of benefits to this approach. It provides a focus and addresses priorities on a larger scale – which results in greater habitat connectivity, placing ancient monuments in their historic setting and ‘joined up’ access and interpretation. It can also encourage understanding and engagement. There are also multiple gains to be made from partnership working – such as broader expertise and resources, increased efficiency and reduced risk.
- 8 With a number of successful Landscape Partnership Schemes now delivered, major funders such as Heritage Lottery have begun to look at landscape legacy – or the enduring benefits which result from fixed term funded programmes. Legacy can relate to the landscape as a whole, such as improved relations between partners and methods of working; or can be from individual benefits such as habitat and access creation. The Coastal, Heritage and Landscape sub-group of the County Durham Environment Partnership has also been considering lasting benefits beyond HLF schemes – with particular interest given to the Limestone Landscape Partnership which has recently gone through a forward planning exercise and looks set to continue beyond the current programme.

## **Recommendations**

- 9 That the members of the Environment and Sustainable Communities Overview and Scrutiny Committee note and comment upon the information provided in the attached report and presentation.



## Background Papers

None

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## **Appendix 1: Implications**

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### **Finance**

None

### **Staffing**

None

### **Risk**

None

### **Equality and Diversity / Public Sector Equality Duty**

None

### **Accommodation**

None

### **Crime and Disorder**

None

### **Human Rights**

None

### **Consultation**

None

### **Procurement**

None

### **Disability Issues**

None

### **Legal Implications**

None

**Environment and Sustainable  
Communities Overview and  
Scrutiny Committee**



**2<sup>nd</sup> October 2014**

**Waste Programme - Update**

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**Report of Terry Collins, Corporate Director, Neighbourhoods**

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**Purpose of the Report**

- 1 To provide Members of the Environment and Sustainable Communities Overview and Scrutiny Committee with supporting information in advance of the update on the waste programme.

**Background**

- 2 The work programme for Environment and Sustainable Communities Overview and Scrutiny Committee includes monitoring the delivery of the Council's waste strategy, which meets the objective of Reducing Waste within the Altogether Greener section of the Council Plan for 2012 – 2016.
- 3 In June of 2013 a major milestone was reached within the Waste Programme with the introduction of new waste management arrangements for the transfer, haulage and disposal of residual waste collected from the kerbside and also the management and operation of the household waste recycling centres (HWRCs).
- 4 The introduction of the new arrangements has already generated improved financial and environmental performance in the waste management service.
- 5 Current elements of the Waste Programme include the "Bin it Right" campaign to reduce contamination in recycling bins and the introduction of a subscription for Garden Waste collection. A briefing note on the contamination campaign is included as Appendix 2. An information pack on Garden Waste is included as Appendix 3.
- 6 An update on the progress of the waste programme will be presented by Alan Patrickson, Head of Projects and Business Services for the information of the committee.

**Recommendation**

- 7 It is recommended that the Environment and Sustainable Communities Overview and Scrutiny Committee notes the waste programme update.

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## **Appendix 1: Implications**

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**Finance** – The procurement of new waste contracts are expected to reduce ongoing waste disposal costs and insulate the Council from future exposure to escalating landfill tax payments.

**Staffing** - There will be some TUPE implications connected to the re-procurement of services but no Council staff will be affected.

The implementation of new collection arrangements will have implications for collection crews.

**Risk** – Procurement of services on the open market always present some level of risk. Risks are managed within the project office and reviewed by the Waste Board (of members and officers) on a monthly basis.

**Equality and Diversity / Public Sector Equality Duty** – There are no equality and diversity issues to be considered as part of this update. An equality and diversity assessment for the introduction of a twin bin scheme has been completed.

**Accommodation** – none

**Crime and Disorder** - none

**Human Rights** – none

**Consultation** – Surveys have been undertaken.

**Procurement** – The procurement processes are supported by the Corporate Procurement department supplemented by outside legal advice where appropriate.

**Disability Issues** – Addressed in the Equality and Diversity Assessment.

**Legal Implications** –. The Environment Protection Act 1990 places a duty on the Council to arrange for the collection of household waste and waste from commercial premises when requested to do so.

## Appendix 2 – Bin it Right Campaign



### 1. Recycling Services

The Bin it right Campaign is in support of our recycling Services:

- Alternate Weekly Collections (AWC) were introduced for rubbish and recycling across County Durham in 2012.
- Residents now have a recycling bin for tins, cans, cardboard, paper and plastic bottles, tubs and trays and a recycling box for glass bottles and jars.
- 2012/13 kerbside tonnage collected 46,713 tonnes
- Reuse, recycling and composting recycling rate for 2012/13 was 43.6% (2013/14 - 42.8%)

### 2. Contamination – What are we finding?

The main contaminants found in recycling bins, in the County Durham area:

- Pet waste
- Nappies and
- Food waste

Other common contaminants are:

**Black Bags** – items placed in black bags can't be recycled because the collection crews can't see what it is in the bag and it could contain contaminated recycling/waste.

**Mixed plastics** including polystyrene – markets for plastics other than bottles, pots, tubs and trays are limited.

**Textiles** – cannot be processed at the sorting plant and can damage the sorting equipment.

### **3. Why is it a problem?**

#### **It cost money!**

Transporting, sorting and disposing of items that can't be recycled costs money. Contamination cost Durham County Council £100 per tonne.

#### **It spoils clean recycling**

When items that can't be recycled (e.g. food waste, pet waste or nappies) are put in a recycling bin, other materials such as newspapers and cardboard will become dirty or wet and then often can't be recycled.

#### **It's bad for the Environment**

Not recycling the right items in your bin and box wastes time and energy<sup>2</sup> at the sorting facility, also transporting the items for disposal creates more CO<sub>2</sub> and other greenhouse gases.

### **4. The Bin it Right Campaign**

The Bin It Right contamination campaign commenced in April 2014.

The campaign will include:

- Website, Facebook Page and Twitter Feeds.
- Posters and Leaflets in Community Locations
- Collection Vehicle Livery (Agripa Panel)
- Leaflet and articles in Durham County News
- Press Releases
- Door-knocking in Targeted Areas (6 Recycling Assistants)
- Roadshows and Community Events
- Bins Stickers
- Targeting Persistent Offenders (see next slide) and
- Presentations to Community Groups/ Schools

### **5. Process**

Collection crews report a contaminated bin via the in-cab Bartec system and place a sticker on the bin detailing what contamination has been found. This information is automatically forwarded to the CRM, so customer services can relay information to residents on why their bin has been left.

Recycling Assistants door knocking and working with the crews to identify contaminated recycling bins and engage with residents.

Stickers followed up by letters in a three stage process.

Between 9<sup>th</sup> June -15<sup>th</sup> August, 2014 a total of 5,030 letters have been issued. From May – August, 23,973 door knocks have been conducted and over 7,742 people have been directly engaged on a face to face basis.

Results are seeing less rejected and downgraded material at the Material Recycling Facilities (MRF's).

### Bin not emptied

In your bin we found

<input type="checkbox"/> nappies	<input type="checkbox"/> pet waste	<input type="checkbox"/> food waste
<input type="checkbox"/> garden waste	<input type="checkbox"/> glass	<input type="checkbox"/> black bags
<input type="checkbox"/> polystyrene	<input type="checkbox"/> rubble/soil	<input type="checkbox"/> general waste
<input type="checkbox"/> plant pots/plastic trays		

other

We have not emptied your bin as we cannot recycle the contents above. Please remove these items so that it can be emptied on your next collection day.

for County Durham

[www.durham.gov.uk/whatgoeswhere](http://www.durham.gov.uk/whatgoeswhere)  
call: 03000 26 1000

### Important notice

When emptying your bin we found

<input type="checkbox"/> nappies	<input type="checkbox"/> pet waste	<input type="checkbox"/> food waste
<input type="checkbox"/> garden waste	<input type="checkbox"/> glass	<input type="checkbox"/> black bags
<input type="checkbox"/> polystyrene	<input type="checkbox"/> rubble/soil	<input type="checkbox"/> general waste
<input type="checkbox"/> plant pots/plastic trays		

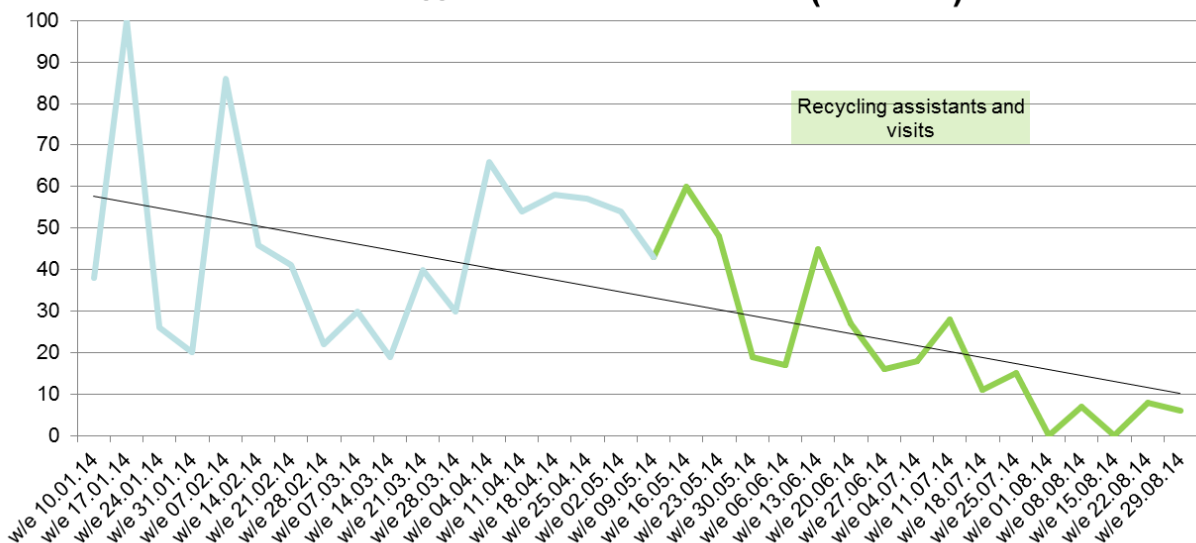
other

Please **do not** place these items in this bin in future. We can't recycle the contents of your bin if it contains these materials.

for County Durham

[www.durham.gov.uk/whatgoeswhere](http://www.durham.gov.uk/whatgoeswhere)  
call: 03000 26 1000

## WEEKLY % OF DOWNGRADES (LOADS)





# Garden Waste 2015 – Introduction of the chargeable scheme

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## **Key information pack**

## Key communications dates

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<b>Communications method</b>	<b>Action</b>	<b>Deadline</b>
Letter to households	Letters to be issued to households eligible for the scheme	05 – 26 September 2014
Durham County News	Include back page advert in autumn edition of Durham County News (distributed September 2014)	08 - 19 September 2014
Press releases	PR to announce introduction of changes and we will be contacting all households eligible for the scheme directly	08 September 2014
DCC website	Update Website homepage to include garden waste link and refreshed webpages launched	08 September 2014
Letter to households	Letters to be issued to households that are no longer eligible for the scheme	12 September 2014
Member briefing session	Briefing on 2015 garden waste collections	22 September 2014 1.30-3.30pm Committee Room 1A 6.30-8.30pm Committee Room 1B
Agripa panels	Advertising panels on refuse and recycling vehicles to promote garden waste scheme and signpost to website.	October 2014
Durham County News	Include article in winter edition of Durham County News (distributed November 2014)	November 2014
Press releases	PR to announce end of collections in November, thank people for recycling garden waste and remind people about arrangements for 2015 collections.	November 2014

These updates will be supported by a variety of update / promotional communications to customers, staff and members throughout the subscription period and beyond.

# Garden Waste 2015 – Introduction of the chargeable scheme – at a glance

05/09/2014 - 26/09/2014

Go live & Letters to be issued to all eligible & no longer eligible customers

17/03/2015

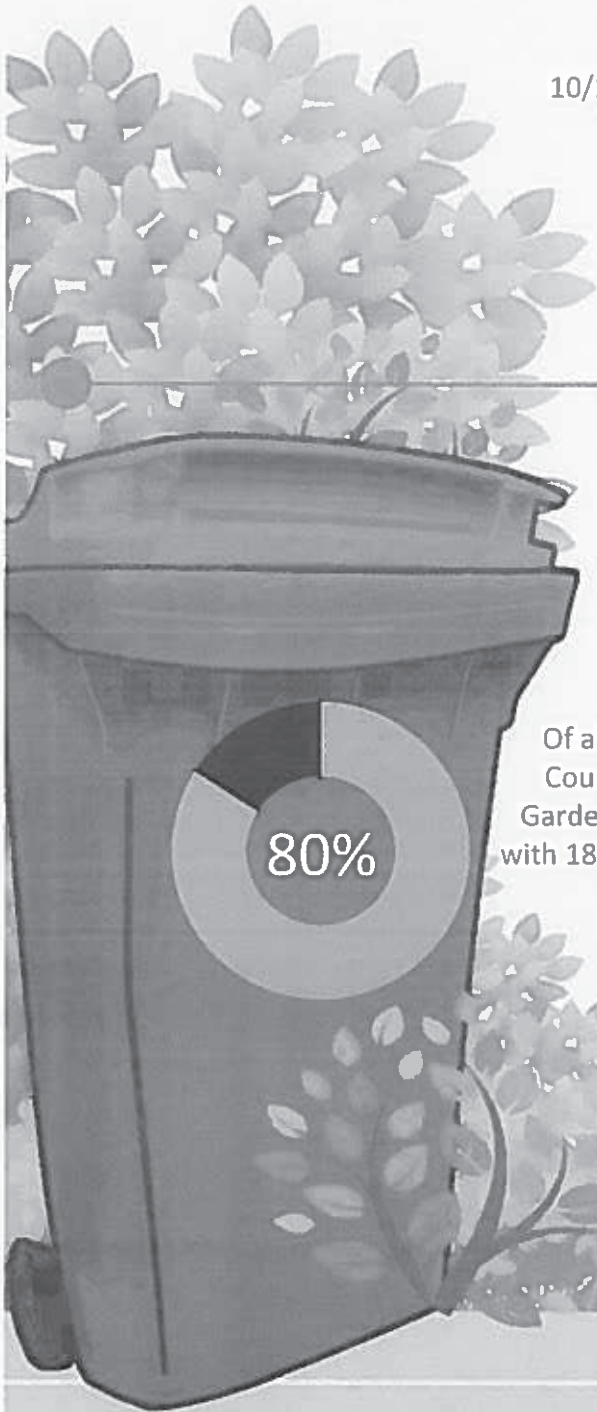
Collections to commence

10/11/2014 - 19/12/2014

Bin take backs

05/01/2015 - 13/03/2015

Bulk bin deliveries / exchanges



Of all properties in the County are eligible for Garden Waste Collections with 184,655 eligible for DCC collections





**1266** Anticipated bins collected per vehicle per day












**623** Properties will no longer be able to access the service due to not meeting the eligibility criteria

## Key project dates

---

# August 14

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
July 28	29	30	31	August 1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
	 Staff briefing sessions held		 Letter printing to commence			
25	26	27	28	29	30	31
			 Customer Services training complete	 System go live developments complete		

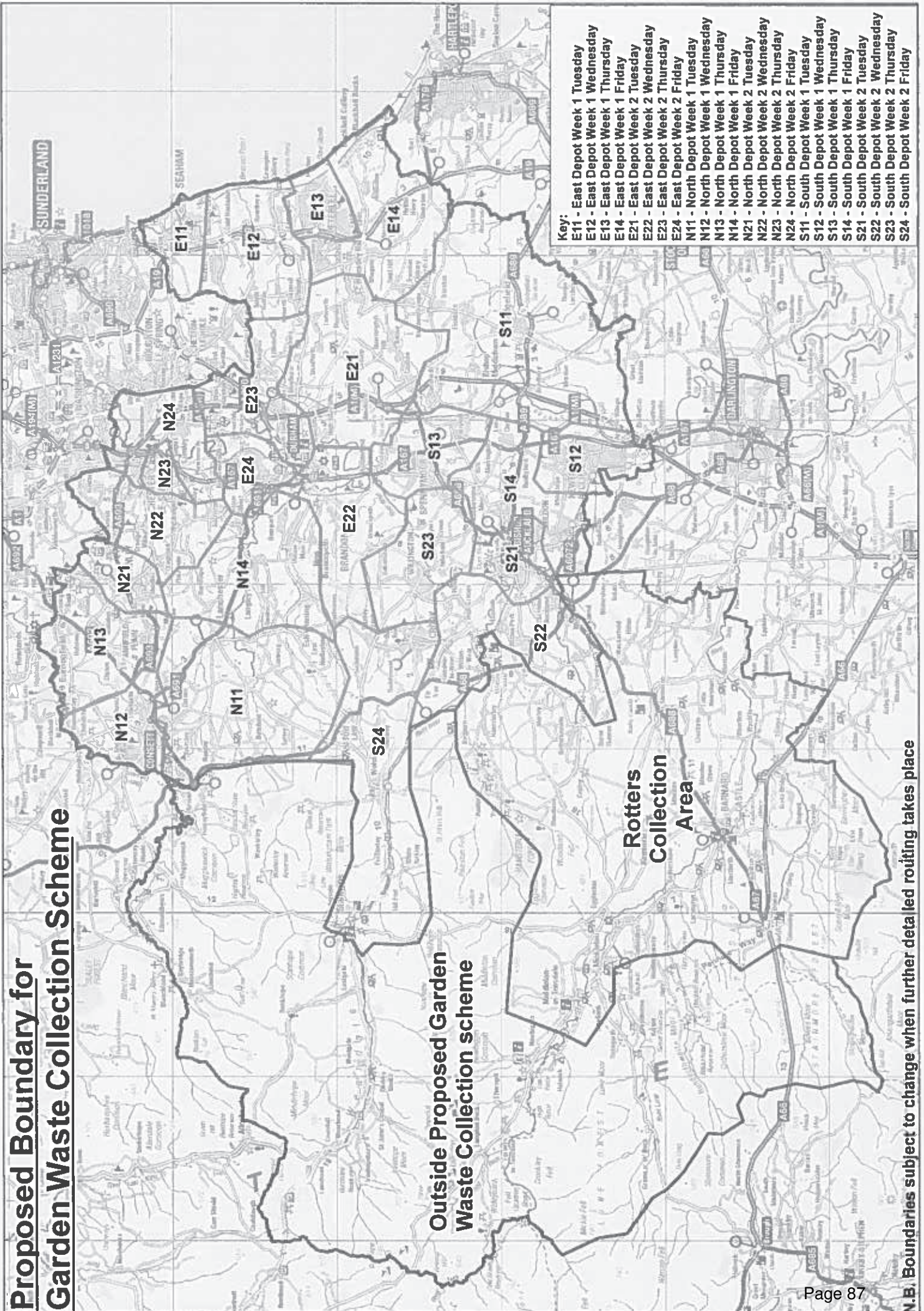
September 14						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
September 1	2	3	4	5	6	7
			Overnight update of telephone options to include Garden Waste 	Webpage and scheme subscription go live 		
				1 <sup>st</sup> Batch of letters issued 		
8	9	10	11	12	13	14
		1 <sup>st</sup> batch of letters to arrive with eligible households 		Letter issued to customers no longer eligible for service 		
				2 <sup>nd</sup> Batch of letters issued 		
15	16	17	18	19	20	21
		2 <sup>nd</sup> batch of letters to arrive with eligible households * No longer eligible households 				
				3 <sup>rd</sup> Batch of letters issued 		
22	23	24	25	26	27	28
		3 <sup>rd</sup> batch of letters to arrive with eligible households 				
				4 <sup>th</sup> Batch of letters issued 		
29	30	October 1	2	3	4	5
		4 <sup>th</sup> batch of letters to arrive with eligible households 				

## Scheme boundary and key information

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# Proposed Boundary for Garden Waste Collection Scheme



**Key:**

E11	- East Depot Week 1 Tuesday
E12	- East Depot Week 1 Wednesday
E13	- East Depot Week 1 Thursday
E14	- East Depot Week 1 Friday
E21	- East Depot Week 2 Tuesday
E22	- East Depot Week 2 Wednesday
E23	- East Depot Week 2 Thursday
E24	- East Depot Week 2 Friday
N11	- North Depot Week 1 Tuesday
N12	- North Depot Week 1 Wednesday
N13	- North Depot Week 1 Thursday
N14	- North Depot Week 1 Friday
N21	- North Depot Week 2 Tuesday
N22	- North Depot Week 2 Wednesday
N23	- North Depot Week 2 Thursday
N24	- North Depot Week 2 Friday
S11	- South Depot Week 1 Tuesday
S12	- South Depot Week 1 Wednesday
S13	- South Depot Week 1 Thursday
S14	- South Depot Week 1 Friday
S21	- South Depot Week 2 Tuesday
S22	- South Depot Week 2 Wednesday
S23	- South Depot Week 2 Thursday
S24	- South Depot Week 2 Friday

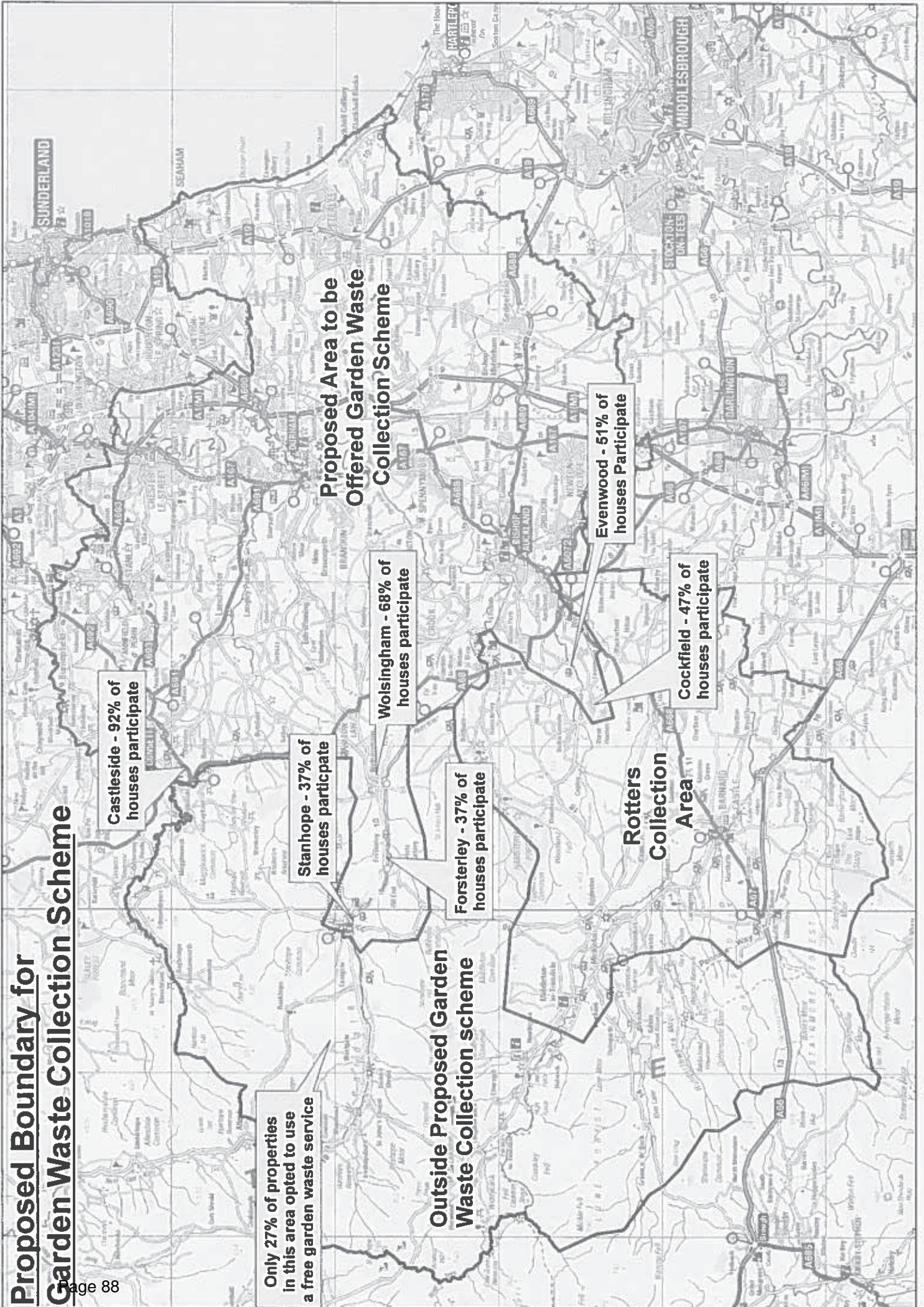
Outside Proposed Garden Waste Collection scheme

Rotters Collection Area

N.B. Boundaries subject to change when further detailed routing takes place



# Proposed Boundary for Garden Waste Collection Scheme



Only 27% of properties in this area opted to use a free garden waste service

Proposed Area to be Offered Garden Waste Collection Scheme

Outside Proposed Garden Waste Collection scheme

Rotters Collection Area

# Letter to be issued to all eligible households

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Dear Occupier,

September 2014

## **Changes to the garden waste collection service**

### **Garden waste reference number**

We are making some changes to the garden waste collection service, which is a discretionary service provided by Durham County Council. With Government spending cuts, the authority must save £224 million overall between 2011 and 2017. It is no longer possible to fund garden waste collections from current budgets and from 2015 we need to introduce a subscription fee for the service to continue.

Your property is eligible for garden waste collections. If you would like to receive a collection service in 2015 you will need to subscribe to the scheme.

**Please note, these changes only apply to garden waste collections. Your rubbish and recycling will continue to be collected as usual.**

### **Subscription fees**

#### **Option 1: Annual fee of £20**

For a fee of £20 you will receive 16 fortnightly collections between March and October 2015.

#### **Option 2: Three year fee of £50**

For a fee of £50 you will receive 16 fortnightly collections between spring and autumn each year in 2015, 2016 and 2017.

You can subscribe to the service at any time during the year but to receive all 16 collections in 2015, you must **subscribe by 1 February 2015.**

The above fees are for collections from one garden waste bin. If your property has not previously received the garden waste collection service and you do not have a garden waste bin, we will provide your first bin free of charge.

If you would like more than one garden waste bin, each additional bin will cost £20. You will also need to pay the subscription fee for the emptying of each additional bin.

By paying for garden waste collections, you agree to the terms and conditions of the service. You can find the terms and conditions at [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste) or call 03000 26 1000.

### **How to subscribe for collections**

*Please note, credit card payments are subject to a 2% administration fee.*

#### **If you already have one garden waste bin:**

- ✱ Online – go to [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste) and complete the form to subscribe for collections.
- ✱ Telephone – call 03004 562771, select the option for garden waste and enter your garden waste reference number.
- ✱ Cash – take this letter to a Post Office or PayPoint outlet and use the barcode above to pay your £20 or £50.
- ✱ Cheque – make your cheque payable to Durham County Council, write your garden waste reference number on the back of the cheque and send to Durham County Council, PO Box 253, Stanley, County Durham DH8 1GF.

#### **If you don't already have a garden waste bin or would like to receive garden waste collections from more than one bin:**

- ✱ Online – go to [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste) and complete the form to subscribe for collections.
- ✱ Telephone – call us on 03000 26 1000.

Once you subscribe we will send you a sticker for your garden waste bin, a collection calendar, and a bin if you don't already have one. We will issue stickers and calendars during February and March in time for the first collections.

## If you don't want to receive garden waste collections

If you don't want to receive garden waste collections you don't need to do anything with this letter. If you would like us to remove your bin, complete the online form at [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste).

## Further information

If you need further information please see the frequently asked questions at [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste) or call 03000 26 1000.

Yours faithfully

Garden waste team



# Important changes to garden waste collection service inside

[www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste)



# Letter to be issued to all households no longer eligible

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Dear Occupier,

September 2014

## Changes to the garden waste collection service

We are making some changes to the garden waste collection service, which is a discretionary service provided by Durham County Council. With Government spending cuts, the authority must save £224 million overall between 2011 and 2017. We have carried out a review of garden waste collections as it is no longer possible to fund this service from current budgets.

From 2015 the garden waste collection service will be provided on a subscription basis to eligible households within a defined area of the county. This means that not all properties that currently receive garden waste collections will be eligible to receive the service in future.

Unfortunately, from 2015 we are no longer able to provide a garden waste collection service to your property for one of the following reasons:

- ✿ The property is not situated within the scheme collection area.
- ✿ The property is not situated on an adopted or planned adopted highway.
- ✿ The property cannot be accessed with our garden waste collection vehicle.
- ✿ The property does not have a garden.

We apologise for any inconvenience this may cause.

Please note, these changes only apply to **garden waste collections from 2015**. Your rubbish and recycling will continue to be collected as usual.

## What happens next

You will continue to receive garden waste collections in 2014.

From 2015 you can recycle your garden waste by:

- ✿ **Composting** - We are offering home compost bins at subsidised rates. Please see the reverse of this letter for details.
- ✿ **Using household waste recycling centres** - Details of your nearest centre and opening times can be found at [www.durham.gov.uk/HWRC](http://www.durham.gov.uk/HWRC).

If you would like us to remove your garden waste bin, complete the online form at [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste) or call 03000 26 1000.

If you believe your property should qualify for garden waste collections please complete the appeal form at [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste) or call 03000 26 1000.

Yours faithfully

Garden waste team



# Home compost bin

Available in two sizes:

**220 litre** £19.98 plus delivery

**330 litre** £22.98 plus delivery

Order online at [www.getcomposting.com](http://www.getcomposting.com)  
or call **0844 571 4444** quoting reference **DCC05L**



Prices valid until 31 March 2015.



The household  
Street name  
Town  
County Durham  
Postcode

Postage info etc

## Important changes to garden waste collection service inside



*Altogether greener*





# Draft confirmation letter and collection calendar

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Dear Householder,

February 2015

## Garden waste collection service - 2015

Garden waste reference number xxxxxxxx

Thank you for signing up to Durham County Council's garden waste collection service.

Enclosed is a bin sticker which you need to attach to your garden waste bin. Write your address on the sticker and fix it to the main body of the bin, directly under the handle as shown in the diagram overleaf.

The collection calendar below gives details of your garden waste collections for this year. You can also find your collection day by visiting [www.durham.gov.uk](http://www.durham.gov.uk) and entering your postcode into My Durham. Please note, your garden waste collection may not be on the same day as your rubbish and recycling collections.

Please put your bin out by 7am on the day of collection. If you receive assisted bin collections, our staff will move the bin for you.

Yours faithfully

Garden waste team

## Garden waste collections 2015

Your collection day is a Tuesday



March							APRIL							MAY							JUNE							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7				1	2	3	4					1	2				1	2	3	4	5	6
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
29	30	31	26	27	28	29	30	24	25	26	27	28	29	30	28	29	30											
JULY							AUGUST							SEPTEMBER							OCTOBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4							1			1	2	3	4	5					1	2	3	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	
26	27	28	29	30	31	23	24	25	26	27	28	29	27	28	29	30	25	26	27	28	29	30	31					

✂

Attach the sticker to the body of the bin underneath the handle.



## What goes in the garden waste bin

### ✓ Yes please

Grass cuttings  
Shrubs  
Leaves  
Weeds  
Flowers and bedding plants  
Hedge clippings  
Prunings  
Small branches  
(no larger than 7cm in diameter)

### X No thanks

Plastic/black bags  
Plant pots/plastic trays  
Kitchen/food waste  
Soil/bricks/rubble  
Nappies  
Paper/plastic/cardboard  
Textiles  
Pet waste  
Biodegradable or compostable bags  
Children's toys  
Garden ornaments

In scheme sticker

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# Garden Waste Collection 2015



Address: .....



*Altogether greener*



## Selection of communications / marketing information to be utilised

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**Sign Up Today**

# Garden waste collections

Fortnightly collections between  
spring and autumn

[www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste)



**3 YEARS  
£50**

**1 YEAR  
£20**



*Altogether greener*



**Sign Up Today**

# Garden waste collections in 2015

From **spring 2015** there is a charge for all garden waste collections.

 **Sign up for 1 year**

£20 for 16 fortnightly collections between March and October 2015.

 **Sign up for 3 years**

£50 for 16 collections per year in 2015, 2016 and 2017.

Terms and conditions apply.

**To find out if your property is eligible for garden waste collections and to subscribe to the service:**

visit [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste)  
call 03000 26 1000





**Sign Up Today**

# Garden waste collections in 2015



From spring 2015 there is a charge for all garden waste collections.

To receive a collection service, sign up to one of the following options and pay the subscription fee.

 **Sign up for 1 year**  
£20 for 16 fortnightly collections between March and October 2015.

 **Sign up for 3 years**  
£50 for 16 collections per year in 2015, 2016 and 2017.

Terms and conditions apply.



*Altogether greener*





## How it works

Once you have subscribed you will receive a sticker for your garden waste bin and collection calendar to advise you of your collection dates.

## Who can sign up

More than 190,000 properties in County Durham are eligible for garden waste collections. Even if you haven't received garden waste collections in the past your property may be eligible for collections from 2015. In the Teesdale area, garden waste is collected by Teesdale Conservation Volunteers (trading as Rotters). Please visit [www.rotters.org](http://www.rotters.org) for details of their garden waste collection service.

## How to sign up

Online: [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste)  
Call: 03000 26 1000

## When to sign up

You can sign up for collections at any point but to receive all 16 collections in 2015 you must subscribe by 1 February 2015.

## Further information

Visit [www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste)



27695

Please ask us if you would like this document summarised in another language or format.

[help@durham.gov.uk](mailto:help@durham.gov.uk)  
03000 26 1000



# Garden waste collections

Fortnightly collections between  
**spring** and **autumn**

[www.durham.gov.uk/gardenwaste](http://www.durham.gov.uk/gardenwaste)

**Sign Up Today**



*Altogether greener*



WARNING: DO NOT ENTER  
THE REAR BODY IS SAFETY &  
TRUCK ENGINE SHUT OFF

1009

## Service Standards / Terms and Conditions

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**Garden Waste Collection Service**  
**Service Standards / Terms and Conditions**

The following areas define the expectations and limitations of the Garden Waste Collection Service in line with our refuse and recycling policy; see link:

<http://www.durham.gov.uk/Pages/Service.aspx?ServiceId=9386>

1. Service description
2. Service eligibility
3. Application process / payment
4. Refunds
5. Garden waste bins
6. Collection days
7. Presenting garden waste bins
8. Assisted collections (Help to put your bin out)
9. Appeals process
10. Missed garden waste bins
11. Moving house
12. What can be put in a garden waste bin? - Acceptable material, contamination and overweight garden waste bins
13. Your right to cancel the service
14. Statutory rights
15. Data protection statement

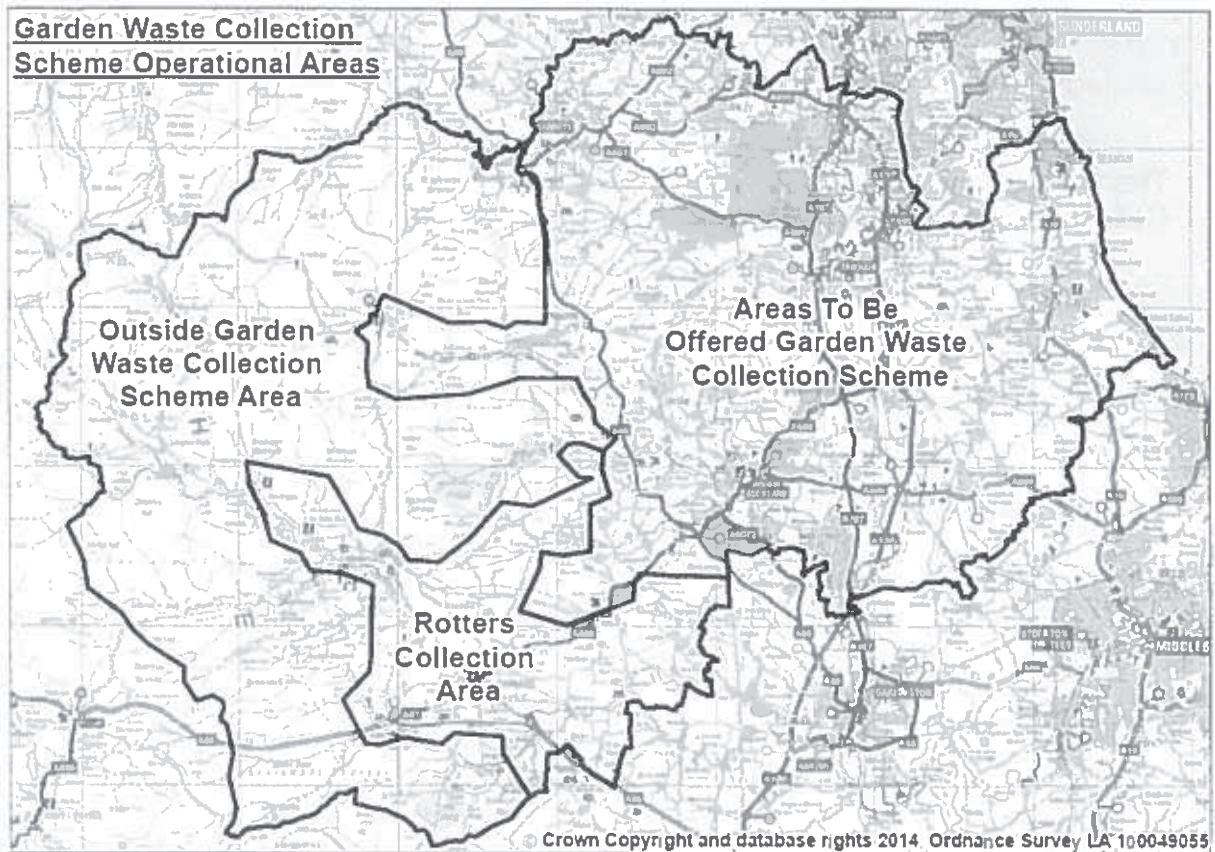
**1. Service description**

The garden waste collection service runs from spring – autumn and is chargeable. The Council will carry out a maximum of 16 garden waste collections per household during this period. A sticker and a garden waste bin will be provided, which will be emptied on a day specified by the Council once in every two weeks.

**2. Service eligibility**

Subject to the following points, the Council will offer its garden waste collection service to all households within the scheme area identified in the plan below. The service will not be offered to properties or service collection areas if it is not operationally practicable to do so within current resources.





- Each collection area/property must be easily accessible by a 26 tonne refuse collection vehicle. This includes being able to empty bins and manoeuvre the collection vehicle (turn round) easily and safely.
- The scheme is only available to those properties with gardens that lie within the identified scheme area.
- The garden waste bin must be stored within the boundaries of the property.
- Collections will only be offered to properties on either an adopted or planned adopted highway.

It should be noted that the above eligibility criteria apply to all properties including those properties that require an assisted collection.

### 3. Application process / payment

- a) Residents will be required to subscribe for the garden waste collection service on an annual basis. Discounts and incentives schemes may be offered to / or removed from residents at the Council's discretion and will be promoted by the Council.
- b) The Council reserves the right to refuse an application for the garden waste collection service based on the criteria for the scheme as described in section 2.
- c) The payment for the collection service will be £20 per year per bin.
- d) Payment can be made by various methods including over the internet, over the telephone including by automated payment telephone line, Post Office & PayPoint or by post.

- e) Residents can register throughout the year. Later registrations will receive fewer collections during the period of the service.
- f) Upon receipt of payment the Council will issue a garden waste sticker and a garden waste bin within 10 working days\* (Exemptions to this policy apply during the initial scheme rollout, during inclement weather, in cases of operational difficulty or any event of *'Force Majeure'*).
- g) The council reserves the right to vary the fee. Appropriate notice will be given prior to any alteration.
- h) All credit card payments are subject to a 2% administration fee.
- i) The Council has a duty to keep records up to date therefore we require customers to notify us of any changes to their personal details.

#### 4. Refunds

- a) Except where cancelled in accordance with section 13, no refunds will be provided for cancellation of the service.
- b) If there is any misuse of the service or the garden waste bins for that household then the service may be cancelled by the Council; there will be no refund in these circumstances.
- c) If a collection has been missed by the Council, a repeat collection will be provided. There are no refunds of all or part fees for missed collections.

#### 5. The garden waste bins

- a) The garden waste bin(s) is provided for use by householder(s), but remains the property of the Council. There is no limit to the number of garden waste bins that can be supplied per property.
- b) If requested, householders will be provided with additional garden waste bins at an additional cost of £20 for each bin plus the charge for the collection service per year.
- c) Where no garden waste collection service has previously been provided, householders will be issued with the first garden waste bin free of charge.
- d) Only garden waste bins supplied by the Council, will be emptied. Garden waste presented in any other container will not be collected.
- e) Requests for garden waste bins will be logged and issued by the Council within 10 working days\*. (Exemptions to this policy apply during the initial scheme rollout, during inclement weather, in cases of operational difficulty or any event of *'Force Majeure'*).
- f) The garden waste bins will be supplied clean and in a useable condition. The registered person is responsible for the general condition and cleaning of the garden waste bin whilst in their possession.
- g) There will be a charge for replacement bin(s) if it has been damaged and cannot be repaired by the Council free of charge. There will also be a charge for replacement bin(s) if either lost or stolen. A wheeled bin lost/stolen will be subject to a £20 charge, subsequent bins lost/ stolen will be replaced free of charge by the Council within a rolling calendar year of the initial replacement.

- h) The Council will accept no liability for garden waste bins used for any other purpose other than for the collection of garden waste. Misused garden waste bins may be removed.
- i) The Council reserves the right to remove all garden waste bins that are not used for the garden waste collection service or if there is evidence of misuse.
- j) On payment of the annual subscription the Council will issue each householder with a bin sticker. Stickers issued by the Council for the garden waste collection service must be placed below the bin handle and are the responsibility of the householder. Garden waste bins must be presented with the sticker facing towards road / collection route.
- k) No service will be provided for garden waste bins not displaying a garden waste sticker and / or not recorded on the Council's Bartec system (electronic information recording system) for the corresponding year.

## **6. Collection days**

- a) Garden waste will be collected once every two weeks on a specified day. The Council reserves the right to alter the collection day, but will provide notice to subscribers of any changes.
- b) The service operates from Tuesday to Friday. Subscribers will be issued with collection details prior to the service starting showing the proposed dates for collection of the garden waste bin.
- c) The council reserves the right to alter the dates of the collection season or collection days. Appropriate notice will be given prior to any alteration.

(\*Exemptions to this policy apply during the initial scheme rollout, during inclement weather, in cases of operational difficulty or any event of '*Force Majeure*').

## **7. Presenting garden waste bins**

- a) Garden waste bin(s) must be presented at the kerbside on the boundary of the property (identified by the postal address) by 7.00am on the day of collection. The garden waste bin(s) are to be placed at the same point as the residual and recycling collection service bin(s) for collection on their respective day of collection.
- b) All garden waste bins must be clearly visible from the road, without any obstructions, away from hedges and walls.
- c) After emptying, the garden waste bins will be returned to the boundary of the property. It is the resident's responsibility to ensure that the garden waste bins are brought back onto their property the same day.

## **8. Assisted collections (help to put your bin out)**

An assisted collection service is available upon request for eligible households. If you already receive assisted collections and you are eligible for the Garden Waste Collection Service, it will automatically be arranged for your garden waste bin when you subscribe.

<http://www.durham.gov.uk/Pages/Service.aspx?ServiceId=9376>



## 9. Appeals process

- a) You have the right to appeal to the Council if your property has been excluded from the scheme but you feel that your property is eligible based on the criteria outlined in point 2 above.
- b) A review of all relevant information submitted will be undertaken by the Council but if the appeal is not upheld no further appeals may be submitted unless there has been a change in your circumstances.
- c) You can appeal by going online and completing the online form or by contacting Customer Services.

*N.B. The appeal should contain reasons why you feel your property meets the eligibility criteria set out in clause 2 together with any supporting information.*

## 10. Missed garden waste bins

- a) Garden waste bins are to be presented for collection by 7.00am on the designated day of collection.
- b) If garden waste bins are not presented by 7.00am on the day of collection, garden waste bins cannot be reported as missed and will not be considered as a 'missed' collection. Responsibility for disposal of the waste will then become that of the householder.
- c) Garden waste bins not presented for collection at the time the bin crew arrive at the property will be recorded on the round sheet / electronic Bartec system, which will be submitted to the supervising officer and customer service team at the end of the working day.
- d) If a bin is recorded on the round sheet/Bartec system as 'not presented', responsibility for disposal will become that of the householder and the Council will not return to collect the waste.
- e) Should a missed collection be reported on the designated day of collection (subject to the record sheet/Bartec system not showing the bin as being 'not presented' for collection) where possible, the Council will return and collect the waste by the end of the next working day.
- f) Where householders do not present their garden waste bin for collection in accordance with Council requirements, the householder will have the following options:
  - take the waste to the Household Waste Recycling Centre;
  - store the waste until the next collection day;
- g) All garden waste must be presented safely and suitably in the bin provided on the next collection day.

## 11. Moving house

- a) The scheme relates to a collection service from a particular property or household. The service is not transferable either within or outside of County Durham. The payment made is for the collection service at the property.
- b) If you move house, please leave the garden waste bin at the property.
- c) The Council has a duty to keep records up to date therefore we require customers to notify us of any changes to their personal details.

## **12. What can be put in your garden bin? - Acceptable material, contamination and overweight garden waste bins**

- a) Only loose garden waste may be placed in the garden waste bin. Garden waste includes grass cuttings, flowers, small tree branches, loose leaves, shrub and hedge trimmings, but not large branches (greater than 7cm in diameter), and no turf, earth, soil, stones, gravel etc. The garden waste must not be placed in plastic bags or any other sort of packaging, as this affects the composting process and contaminates the resultant compost.
- b) Contaminated garden waste bins (i.e. bins containing incorrect materials) will not be emptied. If the bin is contaminated it is your responsibility to remove the item(s) of contamination prior to the next collection. If the contamination continues, the Council may remove the bin without refund.
- c) Garden waste bins that are overflowing or overweight will not be emptied. A sticker will be placed on the bin by the crew to identify it as being overweight when they are either not able to move the garden waste bins, or the vehicle is not able to lift the bin to empty it. If the bin is too full or overweight, it is the householder's responsibility to remove the item(s) prior to the next collection. If the householder fails to do so we may remove the bin without refund.
- d) The bin lid must be closed when presented for collection.
- e) No side waste will be collected, i.e. no extra waste next to the bin or balanced on the lid.

## **13. Your right to cancel the service**

You have 14 working days from date of payment to cancel the service. Requests to cancel the service must be in writing to:

Durham County Council,  
Business Support Services  
Neighbourhood Services  
County Hall  
Durham  
DH1 5UQ

or by email to [help@durham.gov.uk](mailto:help@durham.gov.uk) referencing 'garden waste cancellation', the 8 digit customer reference number and the relevant contact details.

Cancellations cannot be accepted by telephone.

Your details will be retained for marketing purposes for the Council's waste related services for 1 year should you 'opt out' of the scheme.

#### **14. Statutory Rights**

These terms and conditions of the garden waste collections service do not affect your statutory rights.

#### **15. Data Protection Statement**

##### **Information we collect?**

We collect information about you when you subscribe to this service; the information collected is detailed below:

- Name
- Property address
- Email address
- Telephone number

The Council has a duty to keep records up to date therefore we require customers to notify us of any changes to their personal details.

##### **How we will use this information?**

When you subscribe to the service, we collect information about you to allow us to provide the service and to allow us to contact you in relation to the renewal of your current subscription.

In the future we may need to contact you with relevant service updates for example; mechanical failure with one vehicle. Therefore we would contact you via text message as traditional mail would not be practical.

##### **Marketing**

Your personal details will not be passed to any other organisation or third party. We may contact you regarding other waste related services or products offered by us that we feel may be of interest or to participate in customer satisfaction surveys.

If you wish to receive marketing information in relation to the Council's waste related services, you must 'opt in' upon subscription to the service. Your details will be retained for 4 years for marketing purposes. You can 'opt out' at any time should you wish to have your details removed by telephoning 03000 261000.

\*Exemptions to this policy apply during the initial scheme rollout, during inclement weather, in cases of operational difficulty or any event of '*Force Majeure*'.

For the purposes of these terms and conditions "*Force Majeure*" means an event or circumstance which is beyond the reasonable control of the Council and shall include war, civil war, armed conflict or terrorism, strikes, lockouts or other industrial actions, riot, fire, flood and earthquake.

**County Durham Environment Partnership Board  
Minutes**

**Thursday 15<sup>th</sup> May 2014  
Burlison Room, Town Hall, Durham**

**Apologies**

Julian Carrington - Environment Agency  
Gordon Elliott - Durham County Council  
Stuart Timmiss - Durham County Council

**Attendees:**

**Chair:** Terry Collins - Durham County Council

Julie Form - Groundwork North East  
Adrian Vass - Natural England  
Jim Cokill - Durham Wildlife Trust  
Claire Thompson - Durham Wildlife Trust  
Oliver Sherratt - Durham County Council  
Steve Bhowmick - Durham County Council  
Maggie Bosanquet - Durham County Council  
Jayne Watson - Durham County Council  
Vicki Burrell - Durham County Council  
Stella Hindson - Durham County Council  
Beverley Clark (Minutes) - Durham County Council

Item No.	Subject	Action By
1.	<p><b>Welcome and Introductions</b> The chair welcomed everyone to the meeting and apologies noted. Claire Thompson the new LNP Officer was introduced. No apologies were received from Steve Hunter. Terry to contact Steve Hunter.</p>	Terry Collins
2.	<p><b>Minutes and Matters Arising</b> Consideration was given to the minutes of 20th March 2014. Julie Form requested that the minutes be corrected in relation to Item 5, Group Update. Oliver Sherratt stated that he has been liaising with Steve Bhowmick regarding Britain in Bloom.</p>	
3.	<p><b>Presentation from Economic Partnership and Questions</b> Maggie Bosanquet gave a presentation on European Funding regarding the Low Carbon Economy. The main points of the presentation being:</p> <ul style="list-style-type: none"> <li>• Within ERDF funding there is a ring fenced allocation which must be spent on the Low Carbon</li> </ul>	

Economy. The amount allocated to Durham is around £14m.

- Domestic energy efficiency – improve the energy efficiency of domestic housing stock using a mix of low carbon interventions. Support and enable exemplar area-based schemes and develop low carbon demonstration projects in community and public buildings.
- Business energy efficiency – an intensive programme to enhance business energy and resource efficiency and resilience through expert advice, skill development, building retrofit and process improvements.
- Public and community buildings programme – to demonstrate practical implementation of approaches to improve sustainability and reduce energy use.
- Low carbon supply chains – to develop supply chains to realise the unique opportunities from the low carbon economy in the North East including renewables, building retrofit, biomass and new and innovative technologies. For County Durham the most important thing is to develop the biomass of that chain.
- Renewable energy generation – to promote the uptake of renewable energy technologies through district heat, biomass, waste to energy, community owned renewables, solar photo voltaic, micro-hydro and air/ground source heat pumps.
- New and innovative technologies – drive low carbon economic growth through new and innovative technologies including offshore wind, wave and tidal technologies, geothermal energy, hydrogen capture and storage, electric vehicles, battery storage and smart grids, carbon capture and storage. It was noted for information that Chris Tennant from the University is carrying out studies into smart grids and battery storage.
- Green infrastructure improvements – programme of green infrastructure improvements to create more resilient communities, businesses and infrastructure using Sustainable Urban Drainage and flood mitigation schemes, peatland protection, wetland and woodland creation.  
The group held a discussion in relation to contaminated land across County Durham.
- Low carbon skills and training – targeted recruitment, apprenticeships and self-employment support; community led projects to support low carbon activity; improved links between business and educators – internships and student placements.

	<p>Maggie to electronically send Low Carbon and Sustainable Growth document to all.          Adrian Vass to send 'Roots to Prosperity' document electronically to all.          It was suggested that a representative from Durham University should be invited to attend future board meetings. Julie Form stated that the University has representation on the Environment in Your Communities group. Terry to invite a University Board Member.</p>	<p>Maggie          Bosanquet          Adrian Vass</p> <p>Terry Collins</p>
<p>4.</p>	<p><u>Coastal, Heritage &amp; Landscape Group</u>          Oliver Sheratt reported that the group had looked into European funding and it has a good understanding of what's there. He then gave an update on current projects:          Heritage Coast – the coastal path opened on 12<sup>th</sup> April.          Land of Oak and Iron – received a helpful presentation from the project officer.          Limestone Landscapes – has recorded 2,421 volunteers contributing over 22,000 volunteer hours.          Durham Hedgerow Partnership – work is going well. Looking at work to tie in with council estates.          Piloting wildflower meadows with publicity taking place later in the year.          Hedgerow Partnership – providing training to DCC crews and tree tagging scheme.          Heritage skills and green jobs – there's a meeting with Groundwork coming up.          Heritage open days – thinking of extending to gardens.          Heritage at Risk – looking at improving training events.          Profile and engagement – raising the profile of Britain in Bloom.          Skerne Lands Project – holding a meeting to progress further. Looking to developing a new landscape initiative.          Life After Landscape Project – ongoing.</p> <p><u>Environment in Your Communities</u>          Julie Form reported that:          The group's next meeting is 20<sup>th</sup> May.          Big Spring Clean – work is ongoing.          The group is putting together an events calendar, this also includes Durham University events as the group is liaising with a representative from the university.          Nourishing Neighbourhoods – would like to see the market garden idea off the ground, where a centralised location can be used for skills, training and local community engagement.          Tim Wright is to attend the next meeting.</p> <p><u>Climate Change</u>          Maggie Bosanquet gave the group update:          Craghead presentation.          A meeting with Ewan Boyd had taken place regarding 11 renewable energy schemes.</p>	

	<p>The group had looked at potential flooding areas. Working with Durham University regarding World Environment Day and jointly screening a film in Market Place on 13<sup>th</sup> June with a discussion afterwards in the Town Hall.</p> <p>Sustainable Schools Conference on 3<sup>rd</sup> October in Durham.</p> <p><u>Local Nature Partnership</u></p> <p>Jim Cokill reported that Claire has been in post since 12<sup>th</sup> May. Her job entails developing the partnerships vision and influencing other sectors.</p> <p>Health and wellbeing are two major issues. A paper going to Economic and Regeneration highlights this issue.</p> <p>On a wider level the Northern Upland Chain LNP presented a proposal to engage Ministerial interest in the idea of Environmental Investment Plans that would be mandated by Government and funded cross-departmentally. Chris Woodley-Stewart is doing excellent work in lobbying ministers for funding.</p>	
<p><b>5.</b></p>	<p><b>Environment Partnership Communications</b></p> <p>Mock-ups of award certificate designs were circulated by Stella Hindson.</p> <p>It was agreed by the group that the A4 earthy coloured, caring for your environment design should be used. The signature/name at the bottom of the certificate can be in either of the group chairs names or Terry Collins name.</p> <p>Vicki and Stella to coordinate photos/media coverage/photo consent policy etc.</p> <p>A discussion took place about who the awards should be given too. Oliver pointed out that the works carried out on the Riverbanks clean up would have been an ideal example for awards to be given.</p> <p>Terry would like to see a partnership newsletter involving all groups.</p> <p>Julie asked that members of the group populate the calendar of events so everyone is up to date with what's happening.</p> <p>Stella pointed out that she would like to make more use of DCC's website.</p> <p>Vicki added that Internal Audit has offered 10 days of their time looking into Partnerships. Audit is recommending a Sharepoint type system be used by the Partnership.</p>	<p>Vicki Burrell/Stella Hindson</p> <p>Stella Hindson/Vicki Burrell</p> <p>All</p>
<p><b>6.</b></p>	<p><b>Environment Awards Update</b></p> <p>Steve Bhowmick reported that preparations are taking place for the Environment Awards launch.</p> <p>Steve to circulate the Environment Awards poster electronically to all.</p> <p>The launch is taking place on 5th June at the Gala Theatre, about 200 people have been invited (Invites have gone out). There will be an event on the morning with the Leader of the Council doing the opening. Terry Collins to make a speech about it being the 25<sup>th</sup> year. Rod Lugg has</p>	<p>Steve Bhowmick</p>



	<p>been invited to make a speech on how the Environment Awards started.</p> <p>Judging - 3 new group areas – Sustainable projects, Communities and Built and Natural Environment.</p> <p>Terry is to do the wrap up and introduce the new category with a few words from Oliver regarding Britain in Bloom.</p> <p>Steve Bhowmick is to close the show followed by lunch and a discussion. There is a need to get some press and publicity around it.</p> <p>Award entries are open till mid July with the final taking place on 13<sup>th</sup> November at the Radisson Hotel.</p> <p>There's a possibility that John Grundy will be a guest speaker at the final.</p> <p>Budget situation – there has been some strong sponsors again this year, for example Groundwork and Sita however some sponsors have come in lower than anticipated. The budget is currently £12,750 but more funding is required. Steve to speak to Terry regarding the budget.</p> <p>Steve added if anyone is aware of companies that might be interested in sponsorship to please contact him.</p>	Steve Bhowmick
7.	<p><b>AOB</b></p> <p>Oliver introduced Pauline Walker and Stuart Clasper from the Civic Pride team. They brought with them a foamex board advertising Britain in Bloom. A mosaic is to be produced for the judges to see. Photos for the promotion of Britain in Bloom were taken.</p> <p>Julie Form pointed out the need to reduce the amount of paper brought to the meeting.</p>	All to note

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