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4 June 2010

## **S U M M O N S**

**MEETING:** Community and Environment Board  
**DATE:** 14 June 2010  
**TIME:** 6.00pm  
**PLACE:** Committee Room 1, Town Hall, Gosport  
**Democratic Services contact:** Lisa Reade

LINDA EDWARDS  
BOROUGH SOLICITOR

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### **MEMBERS OF THE BOARD**

The Mayor (Councillor Allen) (ex officio)  
Chairman of the Policy and Organisation Board  
(Councillor Hook (ex-officio)  
Councillor Burgess (Chairman)  
Councillor Kimber (Vice Chairman)

Councillor Mrs Bailey	Councillor Mrs Hook
Councillor Edgar	Councillor Murphy
Councillor Mrs Forder	Councillor Ronayne
Councillor Henshaw	Councillor Mrs Searle

### **FIRE PRECAUTIONS**

(To be read from the Chair if members of the public are present)

**In the event of the fire alarm (single continuous sound) sounding, please leave the room immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, following any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.**

**IMPORTANT NOTICE:**

- If you are in a wheelchair or have difficulty in walking and require access to the Committee Room on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request

If you require any of the services detailed above please ring the Direct Line for the Democratic Services Officer listed on the Summons (first page).

**NOTE:**

- i. Councillors are requested to note that, if any Councillor who is not a Member of the Board wishes to speak at the Board meeting, then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off for the duration of the meeting.

**AGENDA**

RECOMMENDED  
MINUTE FORMAT

1. APOLOGIES FOR NON-ATTENDANCE

2. DECLARATIONS OF INTEREST

*All Members present are required to declare, at this point in the meeting or as soon as possible thereafter, any personal or personal and prejudicial interest in any item(s) being considered at this meeting.*

3. MINUTES OF THE MEETINGS OF THE COMMUNITY AND ENVIRONMENT BOARD HELD ON 18 JANUARY 2010, 3 FEBRUARY 2010 AND 19 MAY 2010.

4. DEPUTATIONS – STANDING ORDER 3.5

*(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Thursday, 10 June 2010. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).*

5. PUBLIC QUESTIONS – STANDING ORDER 3.6

*(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Thursday, 10 June 2010).*

6. SALE OF LAND ADJACENT TO NO8 EWER COMMON

*To seek Board approval for the sale of the freehold interest of the land shown edged in black on the attached plan 1.*

Part II  
Contact Officer:  
Mark Pam  
Ext. 5563

7. LEASE OF NO2 BATTERY TO THE HISTORIC DIVING SOCIETY

*To seek authorisation for the grant of a lease to the Historic Diving Society for No 2 Battery shown hatched black on plan 1.*

Part II  
Contact Officer:  
Mark Pam  
Ext. 5563

8. ENVIRONMENTAL HEALTH (COMMERCIAL) SERVICE PLAN 2010/2011

*It is a national requirement that the work undertaken in the fields of Food Safety and Health and Safety at Work by and on behalf*

Part II  
Contact Officer:  
Tom Dagens  
Ext. 5516

Community and Environment Board  
14 June 2010

*of the Council are adequately resourced and formally endorsed by the Council. This report identifies the work programme of the Environmental Health (Commercial) team for the year 2010 – 2011 in relation to these services.*

9. PROJECT INTEGRA ANNUAL ACTION PLAN 2010-2015

Part II  
Contact Officer:  
Stevyn Ricketts  
Ext. 5282

*To seek approval for the adoption of the Project Integra Annual Action Plan 2010-2015 for the Partnership. Approval is sought in accordance with the Project Integra Constitution.*

10. LEE-ON-THE-SOLENT SKATE PARK EXTENSION AND UPGRADE

Part II  
Contact Officer:  
Alan Gibson  
Ext. 5271

*To seek Board approval to use £32,000 of 'Other Sports' funding to extend and upgrade the Skate Park facility situated on the promenade at Lee-on-the-Solent.*

11. ST VINCENT COLLEGE CAPITAL CONTRIBUTION FOR RELINING THE SWIMMING POOL

Part II  
Contact Officer:  
David Martin  
Ext. 5512

*To seek Board approval for the Council to make a capital contribution of £22,000 towards the costs of relining the swimming pool at St Vincent College.*

12. ANY OTHER ITEMS

*-which the Chairman determines should be considered, by reason of special circumstances, as a matter of urgency.*

## AGENDA ITEM NO. 06

<b>Board:</b>	Community and Environment Board
<b>Date of Meeting:</b>	14 June 2010
<b>Title:</b>	Sale of land adjacent to No 8 Ewer Common
<b>Author:</b>	Director of Planning and Economic Development
<b>Status:</b>	For recommendation

### **Purpose**

To seek Board approval for the sale of the freehold interest of the land shown edged in black on the attached plan 1.

### **Recommendation**

That the Board recommends to the Policy and Organisation Board authorisation to the Head of Property Services to the terms agreed for the sale of the Freehold of the land shown on plan and similarly authorisation to the Borough Solicitor to enter into such legal documentation as is necessary to effect the sale.

#### **1 Background**

- 1.1 The proposal to sell the land shown on the attached plan follows the outcome of a stage 3 complaint from the owner of 1 Ewer Common which was heard by the Complaints Panel on 4 February 2010.
- 1.2 The Panel recommended that the matter be passed to the Community and Environment Board to determine the action to be taken.
- 1.3 The complaint by the owner of 1 Ewer Common related to the time it had taken to deal with a complaint over an alleged encroachment on to Ewer Common (the majority of which is actually held by the Council as Village Green rather than as common land) by the owner of No 8 Ewer Common.
- 1.4 It has been agreed with the owner of No 8 Ewer Common that he will remove the articles which have encroached on to the Village Green but in addition, that the Council will sell him the land shown on the plan 1 (edged in black) which is not held as Village Green and that this is the pragmatic solution which will pass the management of the land to the purchaser and save the Council the maintenance costs in the future.

- 1.5 The Complaints Panel requested that Officers advise as to whether the cherry tree that has been planted on the Common should be removed. It is acknowledged that the tree has been planted by a resident without permission and the Countryside Officer is happy to have this removed if necessary and if Members concur.

## **2 Report**

The heads of terms for the sale of the land have been agreed as follows:

- 2.1 The sale will be subject to the owner of No 8 Ewer Common removing the alleged encroachment on the Village Green prior to the sale being completed.
- 2.2 The sale is subject to the Council imposing a covenant to use the land being sold only for garden purposes apart from the porch erected on the land many years ago.
- 2.3 The owner of No 8 would not be permitted to fence the land except for a low level fence.
- 2.4 The consideration for the land will be £600 which the Head of Property Services confirms is best consideration. Each party will be responsible for their own professional costs.

### **Human Rights**

There are no human rights implications

### **Race and Equal Opportunities**

There are no race or equal opportunity implications

### **Sustainability**

There are no sustainability implications.

### **Prevention of Crime and Disorder**

There are no prevention of crime and disorder issues

## **3 Risk Assessment**

- 3.1 There are no risks associated with the sale of the land apart from not achieving a resolution to the complaint should the sale not proceed.

#### 4 **Conclusion**

The Council to sell the land shown on the plan for the sum of £600 subject to the owner first removing the encroachments and subject to the owner entering into the covenant referred to above.

<b>Financial Services comments:</b>	As contained in the report
<b>Legal Services comments:</b>	The proposed disposal can be approved so long as Members are satisfied that best consideration for the same will be received by the Council. It is noted from the Report that the Head of Property Services has confirmed that this is the case. As the land is open space, the statutory procedure under The Local Government Act 1972, which covers proposed disposals of open space will have to be followed. This will involve advertising the proposed disposal in the local paper and considering any objections received.
<b>Service Improvement Plan implications:</b>	There are no Service Improvement Plan implications
<b>Corporate Plan:</b>	There are no Corporate Plan implications
<b>Risk Assessment:</b>	There are no risks
<b>Background papers:</b>	Summary of Stage 3 Complaints Hearing
<b>Appendices</b>	Plan 1 showing the land to be sold shown edged in black
<b>Lead Officer:</b>	Head of Property Services Ext: 5563



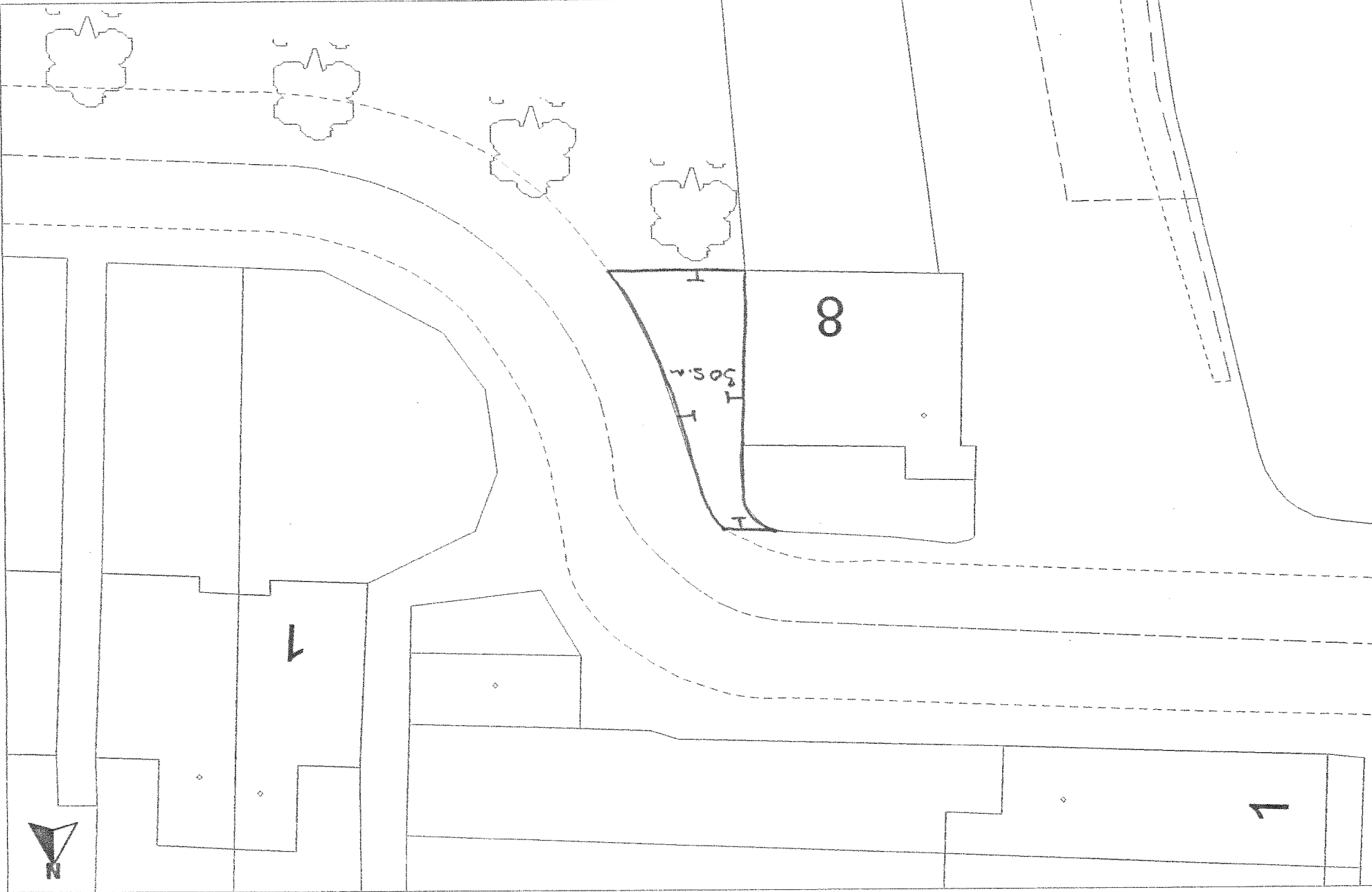
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N HALL, HIGH STREET, GOSPORT,  
DATE : 04/03/2010

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## AGENDA ITEM NO. 07

<b>Board/Committee:</b>	Community and Environment Board
<b>Date of Meeting:</b>	14 June 2010
<b>Title:</b>	Lease of No 2 Battery to the Historic Diving Society
<b>Author:</b>	Development Services Manager
<b>Status:</b>	For decision

### **Purpose**

To seek authorisation for the grant of a lease to the Historic Diving Society for No 2 Battery shown hatched black on plan 1.

### **Recommendation**

That the Board recommends to the Policy and Organisation Board to give authorisation the Head of Property Services to agree terms for the lease of No 2 Battery for a term of 7 years (less 1 day), and authorises the Borough Solicitor to enter into such legal documentation as is necessary to effect the above decision.

### **1 Background**

- 1.1 No 2 Battery has been unused for several years. It was last used many years ago as a nuclear fallout shelter and more recently as a display area but severe dampness in the building made this unviable and the premises have been left empty.

### **2 Report**

- 2.1 The Historic Diving Society has approached the Council to use the building and is prepared to invest money and volunteer labour to bring the premises back into use. To achieve this they will require external funding hence the need for a long lease.
- 2.2 The Society intends to use the building for the display of diving artefacts. Some of these will be from their own private collection and others from the submarine museum. If they can resolve the dampness they also intend to store their book collection for reference use. The collection will be managed by volunteers.
- 2.3 The Society's interest is predicated on their finding a solution to dehumidifying the building and a test has been undertaken to establish the effectiveness and cost but further work may be needed.

- 2.4 The Historic Diving Society will pay a nominal rent for the facility in return for which they will keep the interior of the premises in repair. In the event that the museum generates an income after costs then the Council will share a proportion of this. The principle of this has been accepted by the Society but the percentage has yet to be agreed. This arrangement will be reflected in the proposed Lease.
- 2.5 The Council will be responsible for the external repairs but only to the extent that if costly repairs become necessary through the ingress of water or other causes the lease can be bought to an end without any further obligation on the Council.

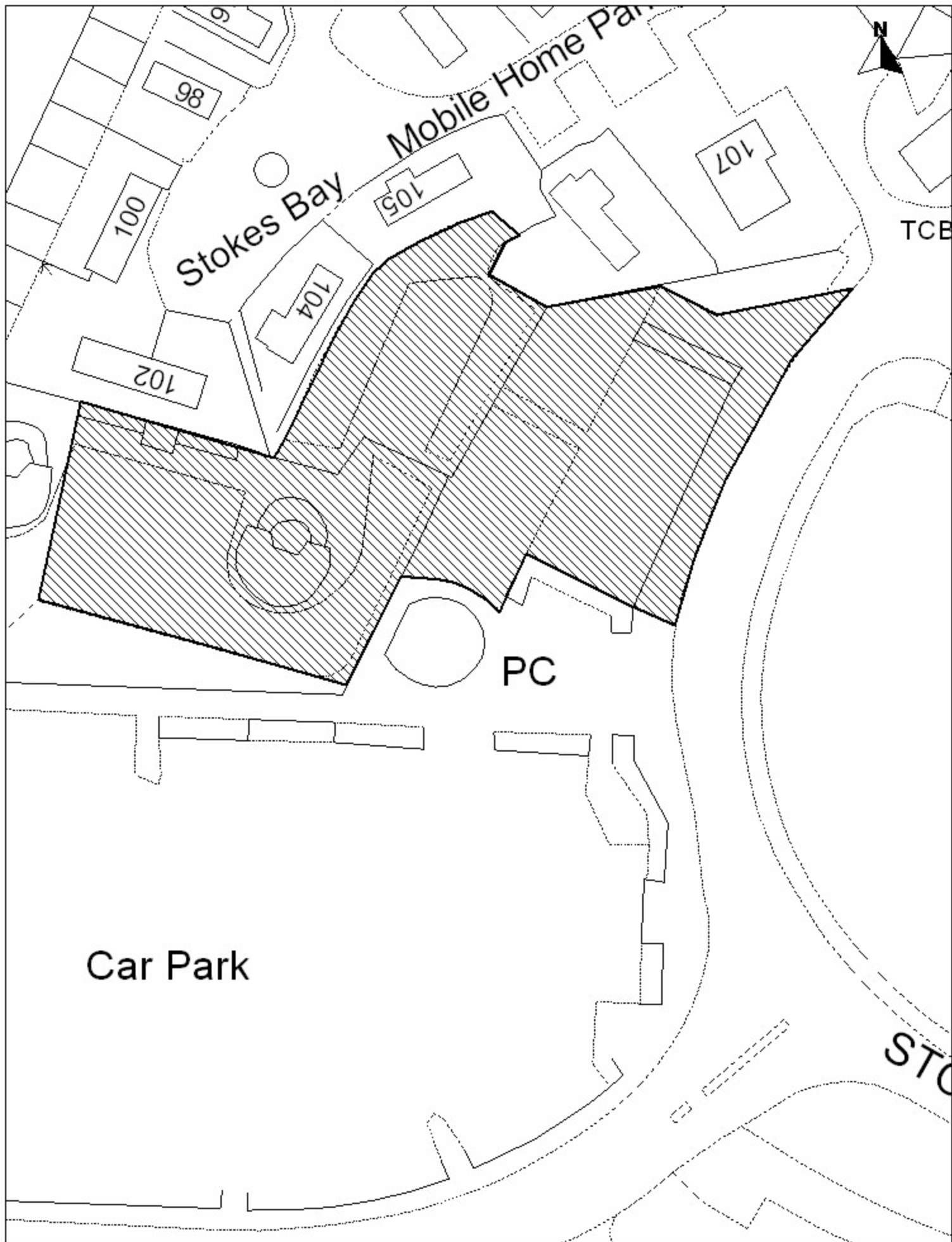
### **3 Risk Assessment**

- 3.1 The risks relate to financial liability for future repairing obligations to the Council but it is considered that this eventuality can be dealt with through a break clause in the lease should costly repairs be required.

### **4 Conclusion**

- 4.1 The lease of No 2 Battery will bring an historic building back into use and improve tourism in the Borough.

<b>Financial Services comments:</b>	As contained in the report.
<b>Legal Services comments:</b>	As the proposed Lease will be for less than seven years, best consideration under the Local Government Act 1972 need not be charged. However, the Council has a general fiduciary duty with regard to the management of its assets, which should be met in this case by way of the share in any income generated, as set out in paragraph 2.3. of this Report.
<b>Service Improvement Plan implications:</b>	None
<b>Corporate Plan:</b>	Tourism
<b>Risk Assessment:</b>	See Section 3
<b>Background papers:</b>	None
<b>Appendices/Enclosures:</b>	Plan 1
<b>Report author:</b>	Head of Property Services, Mark Pam ext 5563



TOWN HALL, HIGH STREET, GOSPORT,  
HANTS, PO12 1EB.

DATE : 07/05/2010

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## AGENDA ITEM NO. 08

<b>Board/Committee:</b>	Community and Environment
<b>Date of Meeting:</b>	14 June 2010
<b>Title:</b>	Environmental Health (Commercial ) Service Plan 2010 / 2011
<b>Author:</b>	Environmental Services Manager
<b>Status:</b>	FOR REVIEW AND ADOPTION

### **Purpose**

It is a national requirement that the work undertaken in the fields of Food Safety and Health and Safety at Work by and on behalf of the Council are adequately resourced and formally endorsed by the Council. This report identifies the work programme of the Environmental Health (Commercial) team for the year 2010 – 2011 in relation to these services.

### **Recommendation**

That the report is adopted by the Board as the work plan for the Environmental Health (Commercial) Team for 2010 – 11

The Environmental Services Manager presents a further report in November on the progress of the works identified in the service plan

### **1 Background**

- 1.1 Gosport Borough Council is a Food Authority under the Food Safety Act 1990. The Council is also an enforcing authority under the Health and Safety at Work etc. Act 1974. Guidance issued by the respective Secretaries of State requires local authorities to formally commit sufficient resources to address these responsibilities. From April 2011 the requirement with reference to Health and Safety provision will be a statutory responsibility.

### **2 Report**

- 2.1 Appendix A of the report outlines the demands on the Food Safety service in 2010. Appendix B outlines the demands on the Health and Safety service in 2010 – 11. Both appendices contain historical data relating to past experience
- 2.2 Responsibility for food safety and health and safety falls to the Commercial Team within the Environmental Health Section. The Commercial Team has two elements, namely –
  - Environmental Health Officers (EHO's) and the Technical

- Officers, responsible for food, health and safety matters
- Licensing Officers responsible for licensing issues.

Whilst elements of each discipline attempt to support each other where possible, national criteria regarding qualifications of officers in reality restrict food and safety functions to the EHOs and TOs only. Appendix C details the present staffing levels in the Commercial Team

- 2.3 The information provided in the Appendices indicates that the ability to maintain statutory duties and provide an adequate service to the residential and commercial sectors of the Borough will be challenging. Service provision will have to be kept under review during this period and the Council may have to identify areas within the work plan that can be dispensed with or restricted.
- 2.4 The current budget will permit the engagement of outside contractors to assist with routine inspections. This will greatly assist the inspection programme at the expense of some local contact being lost.

### **3 Risk Assessment**

- 3.1 The Council must be able to identify that it has provided adequate resources to carry out its statutory functions as a Food Authority (Food Safety Act 1990) and as an Enforcement Authority (Health and Safety at Work etc. Act 1974).
- 3.2 Failure to resource these functions adequately may result in sanction from the Food Standards Agency or the Health and Safety Executive. From April 2011 failure to adequately resource the Health and Safety function will be in breach of statute.

### **4 Conclusion**

- 4.1 This Council is both a Food Authority and an Enforcement Authority under the respective legislation.
- 4.2 The Council has a responsibility to ensure that functions of these Authorities are carried out having regard to national priorities and guidance. The Council is required to adequately resource both functions.
- 4.3 Existing staff resources are very limited. Priorities will have to be identified and resources directed to them at the expense of other activities within the service.
- 4.4 Failure to deliver the service plan may require consideration be given to the provision of additional resources to these areas of responsibility.

<b>Financial Services comments:</b>	None
<b>Legal Services comments:</b>	None for the purposes of this report
<b>Service Improvement Plan implications:</b>	None.
<b>Corporate Plan:</b>	Participation, performance and people apply.
<b>Risk Assessment:</b>	Incorporated in the report.
<b>Background papers:</b>	None
<b>Appendices/Enclosures:</b>	
Appendix 'A'	Food Safety work plan
Appendix 'B'	Health and Safety work plan
Appendix "C"	Environmental Health (Commercial ) Team structure and staff resources
<b>Report author/ Lead Officer:</b>	T Dagens 023 9254 5516 tom.dagens@gosport.gov.uk

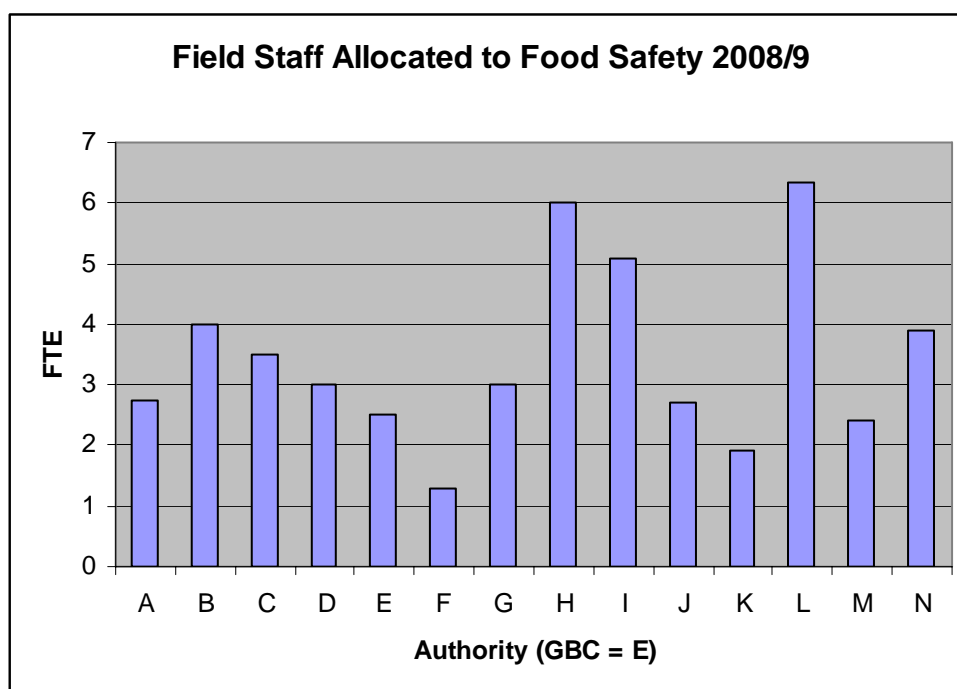
## Food Safety Service Plan 2010 - 2011

### Gosport Borough Council is an Enforcement Authority

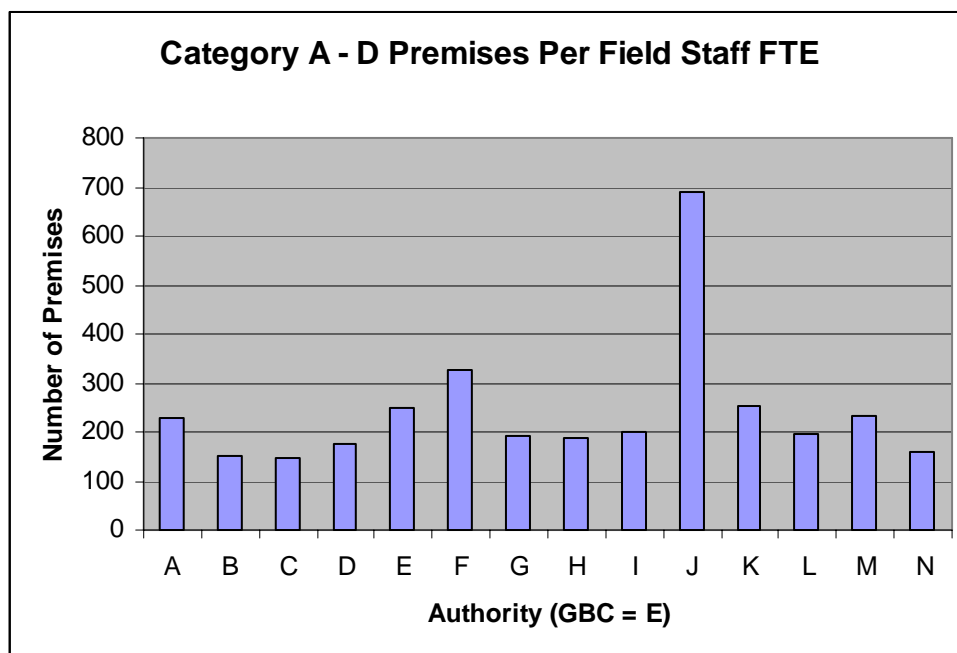
Section 6 of the Food Safety Act 1990 identifies Enforcement Authorities which include local authorities. The Food Law, Code of Practice (England) issued in accordance with the Act confirms that "Food Authorities have statutory duties to enforce legislation relating to food...".

In order to meet the statutory requirement this authority has established within the Environmental Health Section a Commercial Team that is responsible for all functions relating to food safety enforcement. Officers involved in enforcement are strictly regulated by the Code of Practice in terms of their qualifications.

A service profiling exercise of the food safety services across Hampshire in 2008 - 9 identified that staffing in Gosport was amongst the lowest in the County. This survey was undertaken prior to the redeployment of one of the Principal EHOs from the Commercial Team to the Residential Team. This has subsequently increased the managerial work load on the remaining Principal officer at the expense of his ability to undertake district based work.



Staffing levels in Gosport are not proportionate to the number of food premises within the Borough, as indicated by the following chart -



## Work Programme 2010 – 2011

### Service Requests

The primary aim of the food service is to address the concerns of the public and commercial undertakings; these concerns are recorded as service requests. It is not possible to identify in advance the demands on the team however figures for the preceding three years are as follows:

	2007-8	2008 -9	2009 -10	Mean
Hygiene complaints	61	85	64	70
Food complaints	11	11	7	9
Food Enquiry	62	67	48	59
<b>Total</b>	<b>144</b>	<b>163</b>	<b>121</b>	<b>138</b>
Food Hazard warnings*	57	78	32	55

\* The response to Food Hazard Warnings varies from administrative duties only (i.e. recording the notification) to contacting premises with details of product withdrawal. Serious warnings are advertised on the food safety information boards located in our major supermarkets and also on the Council's web site.

### Premises Inspections

Inspection of food premises is a core function. Inspections are based on a risk rating system identified in the national Code of Practice and this scoring system is used to identify both hazard and risk. Following initial inspection and subsequent inspections all food business are given a risk rating between



A (highest risk) and E (lowest). The system identifies the date for the next inspection and the ratings are also the basis of the business's Safe2eat score. The risk data is used to generate the due and missed inspection statistics. Alternatives to inspections have been identified in the Code of Practice, especially for those premises that are low risk or have a good record of compliance and are not in categories A or B. These "Broadly Compliant" premises may have the full inspection deferred for up to 18 months. This alternative strategy has already been adopted to assist in managing work loads, however most of these premises actually relish inspection and are uncomfortable with the revised process.

#### ***Working in partnership***

*As a result of a routine inspection a local nursery was able to claim grant aid to update catering facilities*

#### **Premises inspections due 2010 – 2011**

<b>Category</b>		<b>Due</b>
A	High risk/poor compliance	0
B	High risk/ low compliance	21
C	Medium risk	167
D	Low risk	83
E	Minimal risk	76
<b>TOTAL</b>		<b>347</b>

In addition there are 64 premises identified on the system currently with no rating applied. This occurs as new businesses register with the authority as required under food safety legislation or are discovered as part of the routine checking (Yellow pages, advertising materials) undertaken by the team.

For comparison, the work programme for 2009 – 2010 was as follows -

<b>Category</b>	<b>Due</b>	<b>Inspected</b>	<b>Closed</b>	<b>Missed</b>
A	0	0	0	0
B	15	10	2	5
C	227	176	15	41
D	79	30	8	49
E	84	22	8	62
<b>TOTAL</b>	<b>405</b>	<b>238</b>	<b>33</b>	<b>157</b>

56 of the Category B and C inspections were carried out by a private contractor.

Missed inspections must be carried over into the inspection programme for the following year.

Opportunities need to be identified to reduce the time spent on inspection of premises whilst maintaining standards. Premises deemed Broadly Compliant, i.e. that pose a low risk and have a good record of compliance, will be subject

to light touch inspection. Alternative interventions for lower risk premises will also need to be identified, e.g. bacterial swabbing of food surfaces, as an alternative to full inspection. This can be achieved using less qualified but suitably trained staff or through the use of self-assessment questionnaires.

Ad hoc inspections of premises are also carried out, principally at events that attract outside caterers.

#### ***Protecting the public***

*A large quantity of unfit raw chicken was seized from a London based trader at an outdoor event in the Borough. The chicken was sent for destruction; the vendor's local authority was advised. Procedures for vetting outdoor caterers have been further improved.*



Along with several other local authorities in Hampshire Gosport Borough Council reports the findings of all food hygiene inspections undertaken on an internet site (<http://www.safe2eat.com>). This information uses the national risk rating system to establish three bands, Excellent, Satisfactory and Unsatisfactory. Resources are directed at unsatisfactory premises in order to seek improvements in standards. It is proposed to migrate this information onto a national scheme in 2011.

### **Other Service Provisions**

#### *Sampling of foodstuffs*

The service supports a comprehensive food sampling programme based on agreed County priorities. Sampling is undertaken by the Technical Officer with support from the Technical Assistant and Senior EHO. Sampling provides a valuable final check on food standards in the Borough and a useful tool in identifying the results of failure to comply with standards.

#### ***Would you eat this?***

*Sampling of cooked meat rolls at an outdoor event identified excessive bacterial counts. The vendor was prohibited from trading until suitable safeguards were put into place.*

## Sampling programme 2010 – 11 -

Lead Organisation	Survey Type	Sampling Period	Minimum No. of Samples
Food Standards Agency	Imported Food	April to September	12
LACORS <sup>1</sup>	Large Scale Events	May to March	28
	Pennington Response <sup>2</sup>	June to July & February to March	Still Awaiting LACORS Protocol/ WEMS <sup>3</sup> Decision
	<i>Listeria Monocytogenes</i> contamination in RTE <sup>4</sup> Foods	August to November & January	Still Awaiting LACORS Protocol/ WEMS Decision
Regional WEMS (East)	Imported Food	October to March	12
	Ready to Eat Fish	April to September	10
	Food Held Hot	October to November & January to February	10
Local Gosport	Cleaning in Broadly Compliant Premises	May (possibly extended throughout the year)	20

Food sampling is not a statutory function. It can be carried out by unqualified (but suitably trained) team members. Interpretation of results is the responsibility of the Senior EHO.

### Investigation of Infectious Disease

Confirmed cases of salmonella together with other “food poisoning” cases and some parasitic infections including Cryptosporidiosis are investigated by means of interviews undertaken by EHOs. This provides intelligence on possible links to food premises and an opportunity to deliver health education to cases and their families. During 2009 - 10 this function was undertaken by the Health Protection Unit, however this arrangement has ceased and responsibility for investigations has reverted to the Environmental Health Section. We continue to work closely with the Health Protection Agency.

Infectious disease notifications -

<sup>1</sup> Local Authorities Coordinators of Regulatory Services

<sup>2</sup> The Public inquiry into the September 2005 outbreak of Ecoli 0157 in South Wales.

<sup>3</sup> Wessex Environmental Microbiological Services is a Health Protection Agency diagnostic microbiology laboratory for the examination of food, water and environmental samples.

<sup>4</sup> Ready To Eat

Case Type	2008 - 9	2009 - 10	Mean
Salmonella	15	12	13.5
Food poisoning	49	22	35.5
Giardia	3	4	3.5
Cryptosporidium	0	2	1
<b>Total</b>	<b>67</b>	<b>40</b>	<b>53.5</b>
Campylobacter	84	104	94

Although the Total numbers of notifications are low it is important to maintain the skills base for investigation techniques.

Campylobacter, whilst the most common food poisoning agent, is not investigated due to the non-infectious nature of the organism and the extended incubation period of 5 to 10 days.

Investigation of infectious disease is not a statutory function.

### *Food Safety Education*

An important element in food safety is the provision of training. The training of food handlers is a statutory requirement on their employer. In order to assist commercial undertakings in the Borough training to the "Level 2 Award in Food Safety in Catering" is provided. This is also a valuable opportunity to engage with the food industry in a non inquisitorial manner. These are one day courses accredited by the Chartered Institute of Environmental Health and cover essential topics including legislation, hygiene hazards, temperature control, cooking, food handling and cleaning. There are 5 courses planned for 2010 - 11 and others may be provided on request.

### **Glitterbug**

*Pre-school children are taught in a very friendly and amusing way using ultraviolet light and a disclosing agent how to wash their hands. This initiative has been rolled out to our local playgroups.*

Food Safety Week is a national campaign launched every year by the Food Standards Agency to identify food safety issues within the home. The theme for 2010 - 11 is that proper cooking kills germs. It is important to support these national campaigns at a local level. This year's involvement will include a stall in Gosport Market and the provision of themed information on information boards and at the Town Hall.

The provision of health education is not a statutory function.

## Conclusion

The work programme, primarily programmed inspections, will be difficult to deliver due to low staffing levels. Early engagement of outside contractors will be essential.

The emphasis for the officers will continue to be service requests.

## Work Programme 2010 -2011

Activity	Number
Service requests	55
Premises inspections high /medium risk	138
Samples	92
Infectious disease investigations	53
Unrated premises initiative	64

Several aspects of the work undertaken are not statutory functions; they do, however, add colour to the service and improve our links with the local community.

Competing demands for resources to complete the health and safety programme will have to be managed.

## **Health and Safety Service Plan 2010 - 2011**

### **Gosport Borough Council is an Enforcing Authority.**

Section 18 of the Health and Safety at Work etc. Act 1974 (HASAW) identifies local authorities as Enforcement Authorities (EAs). Guidance issued by the Health and Safety Executive (HSE) under the section requires that :

EAs shall make a clear statement, endorsed by senior management, on their commitment to improving health and safety outcomes.

#### **Priorities and Planning**

Every EA shall set out its priorities and plan of interventions for the current year. These should take into account:

- HSE's priorities
- national & regional priorities, targets and plans
- locally derived objectives
- relevant guidance and policies.

#### **Targeting Interventions**

EAs shall target their interventions:

- to maximise their impact in improving health and safety outcomes
- on securing action by duty holders to manage and control the health and safety risks of their work activities
- on the duty holders who are best placed to control the risks whether they be employers or others
- on other organisations and stakeholders that can influence risk reduction
- on activities that give rise to serious risks or where the hazards are least well controlled
- to stop those that seek economic advantage from non-compliance (e.g. rogue traders)
- in accordance with national guidance on interventions and priority programmes
- in accordance with local, regional and national programmes.

#### ***“Section 18 HASAW Guidance”***

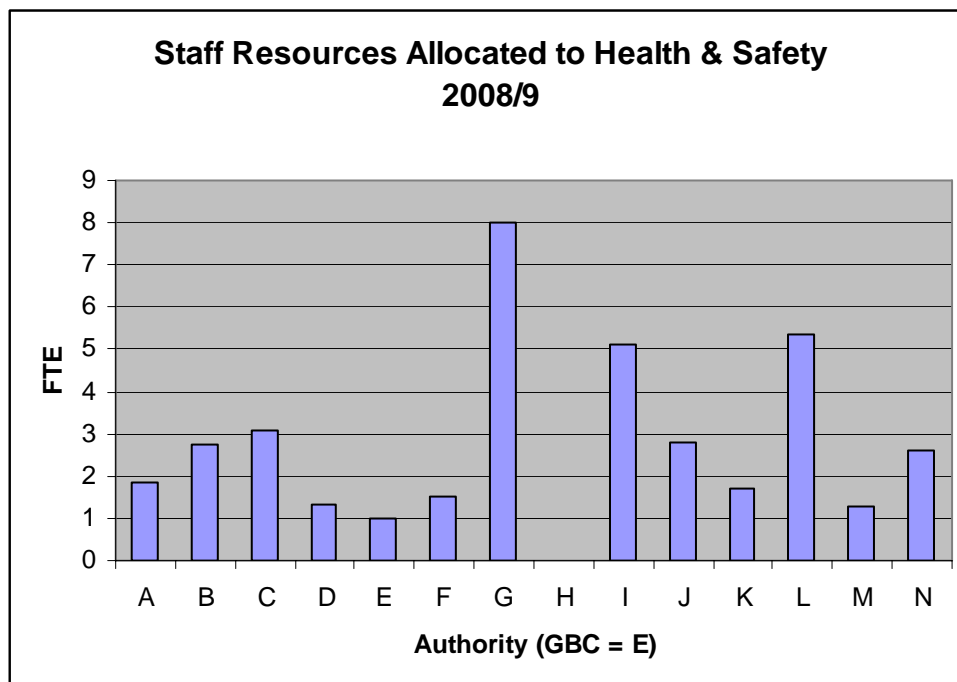
For many years health and safety has been the “Cinderella service” in local authorities as, inevitably, the demands of the Food Standards Agency to complete food inspection programmes has dominated commercial inspection activities.

The Health and Safety Executive have recognised this problem. Revisions to section 18 of the Health and Safety at Work etc. Act 1974 to be implemented

in 2011 will make compliance with section 18 mandatory for enforcing authorities. It is therefore essential that the coming year is used to put into place suitable provisions to meet this challenge.

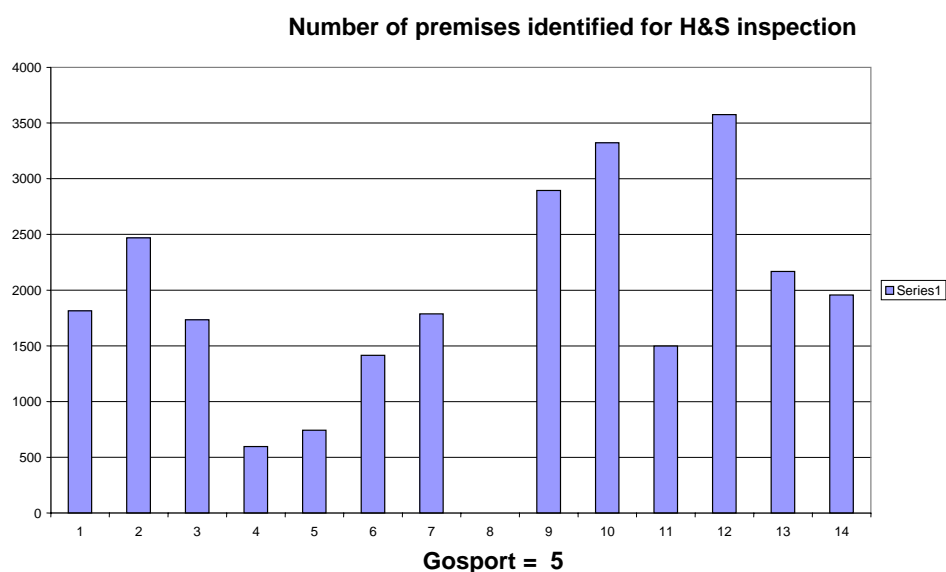
### Current Staff Resources

The staff allocation to health and safety was 1 FTE for 2008 - 9. The County-wide health and safety service profile identified this as the lowest staff allocation in Hampshire (Use of the survey data is based on all contributors to the survey remaining anonymous) . Changes (previously outlined) within the Commercial Team in 2009 have made it difficult to maintain even this modest allocation.



*Note - Unitary Authority H did not provide data.*

The health and safety demands are, however, relatively low in comparison to other Hampshire authorities.



(This does not include 275 unrated premises)

## Work Programme 2010 – 11

### Service Requests

The primary aim of the service is to address the concerns/enquiries of the public and commercial interests in the Borough; these are recorded as service requests. It is not possible to identify the demands on the service in advance, however figures for comparable years are as follows -

Type	2007-8	2008 -9	2009 - 10	Mean
Complaints	44	50	54	47
Enquiries	8	16	23	15

### Inspection Programme

Premises inspections are planned according to a risk assessment process based on a nationally adopted scheme issued by the HSE. The scheme was re-modelled with effect from April 2010 to simplify the assessment process.

Paragraph 2.6.1 of Health and Safety Executive/Local Authorities Enforcement Liaison Committee (HELA) Circular 6/72 on Priority Planning, revised in March 2010, states -

“For proactive work, priority should be given to the inspection of those premises and activities that, after assessment, are rated as Category A. The aim of the inspection must be to improve compliance and, where significant breaches continue to exist, enforcement actions should be considered. Topic based interventions, partnership projects, joint working with other regulators, contributions to local and national policy development and other non-inspection interventions can be undertaken with premises that fall into any



category. It is expected that Category C premises would normally fall outside of any inspection-based intervention.”

The inspections due for 2010 – 2011 under the new scheme are as follows -

<b>Revised Category</b>	<b>No. Inspections Due 2010 - 11</b>
A (High)	0
B1 (Medium 1)*	4
B2 (Medium 2)**	24
C (Lowest)	321

*\* B1 Premises for inspection within 18 months (under local priorities/ programme).*

*\*\* B2 Premises for planned intervention (no time limit identified)*

In addition to the known inspections due there are a further 275 premises that have yet to receive an inspection to establish their risk category. It is a priority to make contact with these premises.

#### **Inspections achieved 2009 - 2010**

<b>Premises Classification</b>	<b>Inspection frequency</b>	<b>No. Inspections Due 2009 - 2010</b>	<b>No Inspections Completed</b>
A High risk	12 months	0	0
B1 + B2 Medium risk	18 – 24 Months	4	3
B3 + B4 Medium risk	3 – 5 Years	79	26
C Lowest risk	5 years plus	161	17

Inspection of premises as identified by the risk rating system is a national priority.

#### **Accident Investigation**

The Reporting of Injuries Disease and Dangerous Occurrences Regulations 1995 impose a duty on employers to notify to their enforcing authority with details of certain types of accident based upon the severity of the accident or outcomes from them. Until 2010 the investigation of accidents was at the authority's discretion. The HSE has now issued guidance on accident investigation (LAC 22/13) which identifies “mandatory investigations” (e.g. deaths or major amputations) which must be investigated and non-mandatory accidents which remain at the discretion of the authority. Accidents in the mandatory category are thankfully rare. This guidance will be adopted and should provide a clear steer in this matter. It is, however, noted that this imposes a requirement to investigate certain accident notifications.

Accident notifications received -

2007 - 8	2008 - 9	2009 - 10	Mean
44	53	54	50

### **Special Projects**

Due to the broad span of the legislation that applies, health and safety enforcement lends itself to both sector and topic based enforcement initiatives

Two significant projects have been identified by the County Health and Safety Advisory Group, namely –

- the inspection of garages, nursing homes and dry cleaning establishments, and
- improved awareness of the safety hazards from asbestos in buildings.

The former, known locally as the Twin Peaks Initiative, has resulted in the transfer to the local authority of premises previously regulated by the HSE. These were not inspected by HSE inspectors because they regarded them as low risk compared to their other responsibilities, e.g. large factories and industrial processes. Nonetheless, these premises do have significant health and safety implications for residents and workers. The advantage to the Section will be the opportunity for Environmental Health staff to carry out inspections in a more challenging environment and broaden their competencies. This is a five year initiative and twelve premises have been identified under the initiative for inspection in 2010- 11.

The Duty to Manage Asbestos project will be a targeted initiative throughout October during which premises likely to contain asbestos will be inspected to ensure that they are fully conversant with their responsibilities to identify where asbestos is used in the fabric of the building. Gosport has a statistically high incidence of asbestos-related illnesses and whilst most of these are due to historic issues relating to the naval dockyard the opportunity to raise this health issue should not be lost. Prior to implementation the officers involved will require specialised training. It is planned to inspect 30 premises during 2010 – 11.

These two projects contribute towards meeting national inspection priorities.

### **Health and Safety Training**

An important aspect of health and safety is to provide training in the core topic areas. A series of low cost training events are provided to both internal sections and external organisations through out the year. These courses are organised by the municipal Safety Officer and 54 are planned for 2010 - 11. The majority are of less than 2 hours duration but build to provide extensive coverage of the legislation and best practice.

The provision of health and safety training to non employees of the Council is not a statutory function. The training is primarily undertaken by the Safety Officer with minimal impact on the inspection programme. As with food hygiene training, this provides a useful service to the business community and maintains a point of contact.

## **Conclusion**

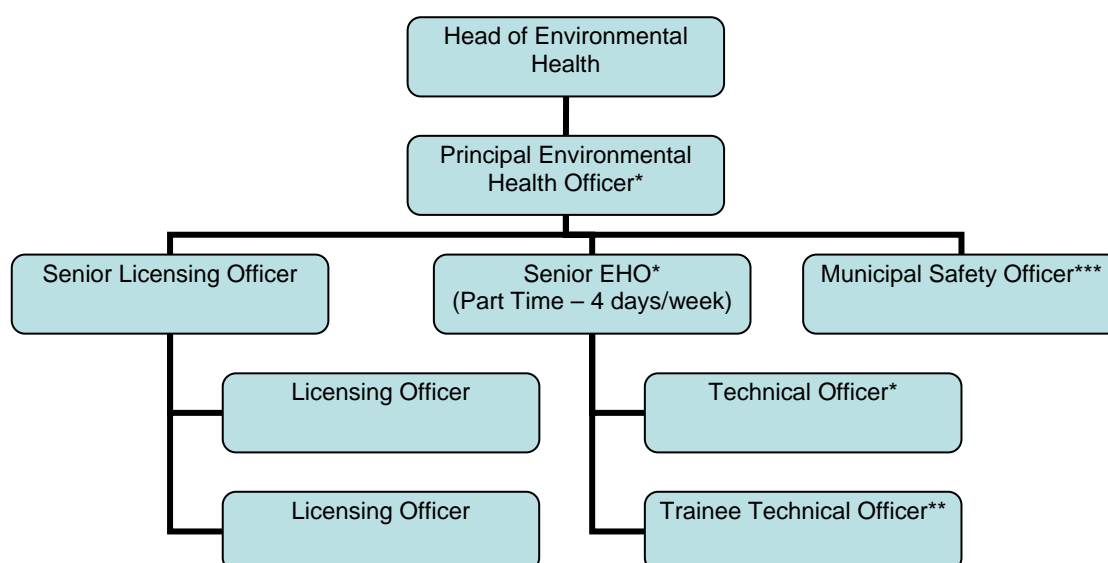
The provision of a health and safety service is an important element of the work of the Commercial Team. Over several years the service has had to operate at a lower level of resourcing compared to food safety primarily due to the relative priorities imposed by the sponsoring national bodies. This is not unique to Gosport and has now been recognised nationally and addressed by enhanced powers (from April 2011) under section 18 of the Act which will require that local authorities provide adequate resources to ensure that the national priorities are met.

The work plan reflects the Council's commitments for 2010 -2011 -

<b>Activity</b>	<b>Number</b>
Service requests	63
Accident notifications	50
Inspections Cat A / B1	4
Twin Peaks inspections	12
Asbestos inspections	30
Un-rated premises initiative	275

Any resources directed to health and safety will be at the expense of the food safety service.

## Commercial Team Structure



\* *food safety and H&S competent*

\*\* *food safety competent*

\*\*\* *H&S competent*

## Commentary

1. The roles of Section Head and Principal EHO are predominantly managerial and as such they cannot be considered field operatives. The Section Head has responsibilities for both the Commercial and Residential teams. Restructuring of the Section in late 2009 resulted in the reassignment of one Principal EHO to the Residential Team. The knock-on effect for the remaining Principal has been an increase in managerial responsibilities that inhibits his ability to work directly on district.
2. The Licensing Officers are, due to the qualification issue, unable to offer significant assistance to the Environmental Health Officers in relation to food or health & safety work.
3. This leaves a core to complete the programme for 2010 – 11 of 1.8 full time equivalent qualified field officers supported by a trainee, one unqualified Technical Assistant (0.4 FTE on Commercial, shared with the Residential Team) and, when other duties permit, the Municipal Safety Officer.
4. The trainee Environmental Health Technical Officer is scheduled to complete her degree by December 2010 at which time she will be able to undertake the full range of food-based inspection work; she will, however, still have limited experience in health and safety enforcement.

In the immediate future this officer may inspect low risk food premises only (Cat D /E).

5. The Municipal Safety officer has a wide range of knowledge regarding safety topics which permits him to undertake premises inspections outside of municipal sites. However, by virtue of his present role he has limited experience of enforcement. It is therefore intended to address this issue during 2010 – 11. The primary function of the MSO is to provide in-house advice and assistance.
6. For several years some of the inspection shortfall has been addressed by the engagement of a contractor. Whilst this has helped address inspection targets the contractor does not undertake other important work such as service request investigation or response to enquiries. Any attempt to expand the role of the contractor into these areas could have a significant additional cost and potential employment implications.
7. Staff competencies are assuming an increasing importance. The revised section 18 guidance requires the competence of all staff employed in health and safety enforcement to be assessed and staff should only be employed in those areas where they are deemed competent. A national assessment tool has been provided and all EHOs and TO's will be subject to assessment this year against that standard.
8. The Food Law Code of Practice is more prescriptive in requiring officers that are suitably qualified, experienced and competent. Officers undertaking inspections of premises in the higher risk ratings or serving notices are required to hold specific qualifications.

## AGENDA ITEM NO. 09

<b>Board/Committee:</b>	COMMUNITY AND ENVIRONMENT BOARD
<b>Date of Meeting:</b>	14 JUNE 2010
<b>Title:</b>	PROJECT INTEGRA ANNUAL ACTION PLAN 2010-2015
<b>Author:</b>	ENVIRONMENTAL SERVICES MANAGER
<b>Status:</b>	FOR DECISION

### **Purpose**

To seek approval for the adoption of the Project Integra Annual Action Plan 2010-2015 for the Partnership. Approval is sought in accordance with the Project Integra Constitution.

### **Recommendation**

The Draft Annual Action Plan 2010-2015 be approved.

#### **1 Background**

- 1.1 The Annual Action plan is the mechanism by which the Board receives its mandate to work on behalf of the partnership. It also sets out the costs of running the Board and associated joint activities of the partnership.
- 1.2 Authorities may approve the Draft Action Plan unreservedly or may approve it subject to a reservation in respect of any particular matter that it has concerns with. Where approval is given subject to such reservation, the Partner Authority's voting Member is not entitled to vote on the matter in question when it is subsequently considered by the Board, and any resolution of the Board on the matter in question does not bind that Partner Authority.

#### **2 Report**

- 2.1 The Project Integra partnership continues to take a lead within the UK by maintaining a high level of waste diversion from landfill. The partnership currently diverts 89% of waste from landfill (38% for recycling and composting and 51% to energy recovery).
- 2.2 The key targets for Hampshire in the business plan are:  
  
New household waste recycling and composting national targets of at least  
40% by 2010

45% by 2015  
50% by 2020

New national targets for recovery of municipal waste  
53% by 2010  
67% by 2015  
75% by 2020.

- 2.3 There is one exception however, the requirement to reduce residual household waste arising to 225kg per person in 2020. Gosport's residents currently produce 248kg of waste per head of population as recorded in 09/10. To reduce this further will be challenging but could be achieved through a common approach.
- 2.4 Section 4 of the Action Plan identifies 5 strategic outcomes which will guide and focus the partnership's activities over the next 5 years. These are
- Sustainable and Ethical Recycling  
Ensure progress towards meeting and exceeding the 40% recycling target in a sustainable way
  - Eliminating Landfill  
Eliminate the landfilling of waste. This reflects the scarcity of municipal landfill sites in Hampshire and the need to control steeply rising costs with the introduction of the Landfill Tax Escalator
  - Commercial Materials Management  
Focus more on dealing with commercial material alongside existing municipal waste in line with the Material Resources Strategy.
  - Efficiencies/Value for Money  
Deliver value for money through greater efficiencies and partnership working.
  - Leadership and Influence  
Focus effort on influencing behaviour in Hampshire through communication and education and at a national level through engagement with government and industry.
- 2.5 Maintenance of existing activities will contribute to these strategy outcomes.

### **3 Risk Assessment**

- 3.1 It is a requirement of the Project Integra constitution that each Local Authority within the partnership adopts the Business Plan. Without Board approval the Council would be at risk of loss of benefits of the wider membership of Project Integra.

- 3.2 Adoption of the plan commits Gosport to striving to obtain a 45% recycling rate for Project Integra by 2015. A significant review of service provision, working practices and resources are required to allow for production of an individual partner improvement plan that will set out the operational activities to achieve this target.

#### **4 Crime and Disorder**

- 4.1 The Council's support of Project Integra assists the better and more sustainable management of domestic waste in the Borough and thereby militates against poor waste management and the associated problems of over-filled waste receptacles, fly-tipping and general poor waste storage and control - all of which contribute towards problems of anti social behaviour, nuisance and arson. In this way, supporting this project contributes positively towards the reduction of crime and anti social behaviour in the Borough and the delivery of our Community Safety Partnership objectives.

#### **5. Conclusion**

- 5.1 It was agreed by all authorities present at the Project Integra Management Board Annual General Meeting held in February 2010 to adopt the Draft Action Plan 2010 – 2015.

<b>Financial Services comments:</b>	Project Integra is funded by contributions from the partner authorities. Contributions are based on population and are divided into amounts for the costs of the Executive functions (which includes Recycle for Hampshire) and a budget for projects. Gosport's contribution for 10/11 is £19,769 which is provided for within the Council's budget.
<b>Legal Services comments:</b>	None for the purpose of this report.
<b>Service Improvement Plan implications:</b>	Existing activities identified within the Service Improvement Plan support the desired outcomes of the Draft Action Plan.
<b>Corporate Plan:</b>	To provide sustainable, efficient, effective, quality services whilst making best use of limited resources and maximising income streams. To ensure data quality, to underpin performance management, priority setting, and risk management. To work with other service providers and our community. To share expertise to deliver an efficient co-ordinated approach. To increase access to funding opportunities.
<b>Risk Assessment:</b>	The Council is at risk of non compliance



	with the Project Integra Constitution should it not adopt the Business plan.
<b>Background papers:</b>	None.
<b>Appendices/Enclosures:</b>	Appendix 'A' Project Integra Draft Action Plan 2010 – 2015.
<b>Report author/ Lead Officer:</b>	Stevyn Ricketts (ext 5282)

# **Project Integra**

## **Action Plan**

### **2010-2015**

***DRAFT VERSION***  
***Agreed by the***  
***Project Integra Strategic Board***  
***February 2010 for***  
***presentation to Partners***



Abbreviation	Definition or Explanation
BVPIs	Best Value Performance Indicators
CAA	Comprehensive Area Assessment
CASH	Common Approach to Safety & Health (PI meeting)
CPA	Comprehensive Performance Assessment
CSR07	The Government's Comprehensive Spending Review 2007
EfW	Energy from Waste
HIOW	Hampshire and Isle of Wight Local Government Association
HWRC	Household Waste Recycling Centre
JMWMS	Hampshire Joint Municipal Waste Management Strategy <a href="http://www.integra.org.uk/board/index.html">http://www.integra.org.uk/board/index.html</a>
LAA	Local Area Agreement
MAF	Materials Analysis Facility
MWDF	Hampshire Minerals & Waste Development Framework
MFP	Material Flow Planning
MRF	Materials Recycling Facility
MRS	Hampshire's Material Resources Strategy <a href="http://www.mrs-hampshire.org.uk">www.mrs-hampshire.org.uk</a>
NIs	National Indicators
PUSH	Partnership for Urban South Hampshire
RPI	Retail Price Index
VfM	Value for Money
WCAs	Waste Collection Authorities
WDAs	Waste Disposal Authorities
WEEE	Waste Electrical and Electronic Equipment
WRAP	Waste and Resources Action Programme

**Project Integra Partner Authorities:-**

BDBC	Basingstoke & Deane Borough Council
EHDC	East Hampshire District Council
EBC	Eastleigh Borough Council
FBC	Fareham Borough Council
GBC	Gosport Borough Council
HCC	Hampshire County Council
HWS (VES)	Hampshire Waste Services (Veolia Environmental Services)
HDC	Hart District Council
HBC	Havant Borough Council
NFDC	New Forest District Council
PCC	Portsmouth City Council
RBC	Rushmoor Borough Council
SCC	Southampton City Council
TVBC	Test Valley Borough Council
WCC	Winchester City Council

## Executive Summary

Project Integra has delivered a world-class waste management infrastructure allied to effective collection services to 670,000 households – resulting in the highest landfill diversion rate for any county in the UK. However, the partnership is now working in an increasingly complex strategic environment involving waste and materials management linked to economic growth and energy security. The partnership has to continue to adapt and move forward in order to deliver services to the public more sustainably as well as improving performance, efficiency and effectiveness under increasing financial pressures.

There are a large number of external factors and strategic drivers that impact on and affect the work of the partnership. A comprehensive list of these and the implications they may have for Project Integra are appended to the Action Plan.

Accordingly, the Project Integra Action Plan sets out the strategic outcomes which the partnership aims to deliver over the next 5 years in order to meet its long term objectives within this wider context. Each strategic outcome contains a number of specific actions which the partnership will deliver over the next 12 months. In addition it is proposed that the partnership carries out a 'fit for purpose' review of its future role, structure and resourcing.

Strategic Outcome	Key Actions
<p><b>Sustainable &amp; Ethical Recycling</b></p> <p>Project Integra aims to deliver high level performance at an acceptable level of cost and environmental impact whilst maintaining public support and participation</p>	<ul style="list-style-type: none"> <li>• Follow on from Review of Collection &amp; Processing Options</li> <li>• Measuring and addressing Performance</li> <li>• Tender new glass processing contract</li> <li>• Review market opportunities</li> <li>• Recycling in Flats, HMOs &amp; student properties</li> <li>• Assessment of Incentives &amp; Enforcement</li> </ul>
<p><b>Eliminating Landfill</b></p> <p>Project Integra is committed to the eventual elimination of landfill in the context of the sustainable resource management agenda, scarce local capacity and steeply rising costs</p>	<ul style="list-style-type: none"> <li>• Recycling on the go</li> <li>• Waste prevention strategy</li> <li>• Healthcare waste</li> </ul>

Strategic Outcome	Key Actions
<p><b>Commercial Materials Management</b></p> <p>Project Integra is seeking to provide or facilitate capacity to capture commercial recyclables in line with the national waste strategy and resource management agenda.</p>	<ul style="list-style-type: none"> <li>• Establish working group of authorities with trade waste collections</li> </ul>
<p><b>Efficiencies/Value for Money</b></p> <p>There is scope for joint working particularly in waste collection to achieve economies of scale such as optimising rounds and pooling resources</p>	<ul style="list-style-type: none"> <li>• PI officer training scheme</li> <li>• Review opportunities for joint working</li> </ul>
<p><b>Leadership and Influence</b></p> <p>Project Integra has been successful in influencing the national agenda, securing external funding and delivering behavioural change locally. The partnership must continue to invest time and resources in this key strategic outcome in support of the other elements of the Action Plan</p>	<ul style="list-style-type: none"> <li>• Targeted communications</li> <li>• Recycle week</li> <li>• Joint lobbying &amp; responses to consultations</li> <li>• Maintaining Project Integra's profile</li> </ul>

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DRAFT

## 1 Introduction

Over the last 15 years, Project Integra has delivered an internationally recognised waste collection and processing infrastructure to ensure a more sustainable approach to the management of waste in Hampshire could be achieved. The 2008/9 Annual Report for the partnership demonstrates the success of this – diverting 89% of waste from landfill (38% to reuse recycling and composting and 51% to energy recovery facilities).

However, much work remains to be done if the partnership is to continue to improve the management of waste as a resource, accommodate future growth in housing and rise to the challenges of the climate change and efficiency agendas which are at the heart of government policy.

This Action Plan sits alongside the Project Integra Constitution and the Hampshire Joint Municipal Waste Management Strategy (JMWMS), which are the three core documents that underpin the Project Integra partnership.

The purpose of this Action Plan is to:

- Set out the strategic context in which Project Integra is working, at local, regional, national and international levels – and identify the links to the partnership's own strategic objectives;
- Provide a framework to assist in the delivery of Project Integra's key strategic objectives over the next 5 years, to March 2015; and
- Set out the key work streams to be delivered by the partnership over the 12 months to March 2011.

## 2 Strategic Overview

The Project Integra partnership operates within a complex political, economic, social and environmental context. The objectives of the partnership are governed both by a multitude of external factors and local priorities. These strategic drivers are summarised below and described in more detail in Appendix 2, together with a summary of their implications for Project Integra.

The **Waste Strategy for England 2007**, introduces more ambitious national targets to exceed the Landfill Directive obligations and aims for 50% recycling and composting, 75% municipal waste recovery and to cut per capita levels of residual waste in half, all by 2020. The strategy also makes more explicit the Government's intention that local authorities should include commercial waste recycling in their activities.

The **Local Government White Paper**, proposes a greater role for local authorities as place shapers and a duty to co-operate between councils and with other partners – and locally the recycling and sustainable development objectives of the **Local Area Agreements** for Hampshire, Portsmouth and Southampton and **Partnership for Urban South Hampshire**.

The **2007 Comprehensive Spending Review** requires annual net efficiency savings of 3% until at least 2011. All indications are that the **recession** will result in further pressures on public spending in the next CSR. In addition, the government's commitment to continuing increases in **Landfill Tax** provides a major incentive to further reduce landfilling of Hampshire's waste – both municipal and commercial.

The **Materials Resources Strategy** (MRS) for Hampshire and Project Integra's **Joint Municipal Waste Management Strategy** (which aims to deliver the relevant municipal elements of the MRS). These strategies set ambitious targets and are helping to inform the Hampshire **Minerals and Waste Development Framework** which will set the planning context for the delivery of new infrastructure in the county.

The need for urgent action to mitigate the effects of **climate change** is an increasingly important context for our work - requiring reductions in the carbon footprint of our activities, including waste management.

**These drivers establish the following strategic issues for Project Integra:**

- To maintain and further develop services and infrastructure to meet recycling & waste reduction targets, public expectations and future demand;
- To establish the extent to which commercial waste management can be supported by the partnership;
- To take into account impacts on climate change when making decisions; and
- To achieve these within an increasingly tight fiscal context.



### 3 The Role of Project Integra

The role of Project Integra is to provide a formal partnership approach and framework to deliver sustainable waste management in the context of Hampshire's Material Resources Strategy.

In 2001 the partner authorities set up a Joint Committee (the Project Integra Management Board) in order to increase clarity, accountability and respond in a more effective and co-ordinated way to new challenges.

The effectiveness of the Board was reviewed during 2005/6 in parallel with the development of the Joint Municipal Waste Management Strategy (JMWMS).

A number of important evolutions were agreed by the partner authorities:

- the Constitution of the Board was amended;
- the Board became the Project Integra Strategic Board to underline its strategic, rather than operational, role;
- the objective of the Board mirrors that in the JMWMS:  
*to provide a long-term solution for dealing with Hampshire's household waste in an environmentally sound, cost effective and reliable way. Success in achieving this depends on joint working between all the parties in the best interests of the community at large.*

The key to Project Integra and its successes to date is the mutual support and co-operation that exists between all the partners - the delivery of sustainable management of municipal waste in Hampshire is dependent on the continuation of this close working.

#### 3.1 Core Values

Project Integra has agreed the following core values:

- We are a partnership founded on the principle of collaboration. This approach has served Hampshire residents well for over 10 years and continues to be essential in a complex and fast-changing environment.
- We are a partnership that encourages two-way communication and where everyone has a say in what we do and how we do it.
- We explain to people why we do things, particularly when difficult or counter-intuitive decisions are made.
- We strive to be consistent in the messages we give to each other and to the wider community.
- We want to be seen as a leading example and therefore actively seek out and promote best practice.
- We aim to make objective decisions based on high quality, up to date data and we support our own research programme to assist with this.

- We see, and encourage everyone else to see, the matter we deal with as material and energy resources, not rubbish, refuse or waste.
- We encourage the view that dealing with these resources effectively is an issue for the whole community not just for particular organisations or individuals.
- We recognise the waste hierarchy and the proximity principle. Above all, however, we seek to achieve the *optimal* use of material and energy resources through a balance of the appropriate environmental, social and economic factors.
- To this end, we strive to produce and supply high quality materials for ethical and sustainable markets, where possible, in the UK.
- As a partnership, we accept that these core values can be challenged and changed, but only after significant and inclusive debate. They should be seen as a framework for moving forward in a consensual manner, not a barrier to progress.

## 4 Strategic Outcomes

Project Integra has identified five strategic outcomes which guide and focus the partnership's activities. These are:

- Sustainable and Ethical Recycling
- Eliminating Landfill
- Commercial Materials Management
- Efficiencies/Value for Money
- Leadership and Influence.

These strategic outcomes have been developed to take into account the strategic context in which Project Integra is working and specifically to:

- Ensure progress towards recycling targets in a sustainable and ethical way;
- Eliminate the landfilling of waste. This reflects the scarcity of municipal landfill sites in Hampshire and the need to control steeply rising costs resulting from the Landfill Tax Escalator;
- Focus more on dealing with commercial material alongside existing municipal waste in line with the Material Resources Strategy and the broader scope of the 2007 Waste Strategy for England;
- Deliver better value for money through greater efficiencies and partnership working in the context of the challenging 2007 Comprehensive Spending Review requirement and anticipated future spending pressures;
- Focus effort on influencing behaviour in Hampshire through communication and education and at a national level through engagement with government and industry.

Achievement of these outcomes will also contribute to the broader strategic goals of waste prevention and the mitigation of greenhouse gas emissions from waste management activities in Hampshire.

### Key Actions

Table 1 summarises the main actions proposed for 2010/11, the resources required for implementing them and the anticipated timetable. Actions are grouped under the appropriate strategic outcome. Significant actions for future years are also identified.

It should be noted that:

- Additional work will define the direction of travel resulting from the Review of Collection & Processing Options. Feedback from all partners will be obtained and the appropriate actions and resources required assessed before the Board is asked to add this to the Action Plan during the year;
- The need for several 'new' actions were identified during 2009/10 through:
  - The first workshop held as part of the Review of Collection & Processing Options; and
  - Applications made to the PI Projects Fund by individual authorities.

These are included in the summary, more detailed rationale and descriptions of each are provided in Appendix 3.

**Table 1: Main Actions for Project Integra 2010/11 – 2015/16**

		Resources		Timetable								
		PI Resources	Additional Resources	2009/10	2010/11				2011/12	2012/13	2013/14	2014/15
Theme	Action			Q4	Q1	Q2	Q3	Q4				
Fit for Purpose Review												
	Review	Chief Executive Link, SO Core Group, Executive Director, Visits to Partners Member Workshop	External representative?	Agree approach, PRSC	Visits to Partners, Member Workshop		Report to PISB					
Commercial Materials Management												
	Assess development of trade waste recycling	Working group			Establish group		Report					
Efficiencies & Value for Money												
	PI Projects Fund	ED, SO Core Group			PISB considers applicat'ns		PISB considers applicat'ns					
	Officer Training Scheme	Training Working Group	Some funds required (proposed application to PI Projects Fund)	Develop proposal, PRSC	PISB	TBC	TBC	TBC				
	Health & Safety	CASH			CASH seminar							
	Abandoned Vehicles County Contract	AVCC steering group		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Contract extn / tender			
	Joint working	PRSC				Review options & opportunities						

## PI Action Plan 2010-2015

		Resources		Timetable								
		PI Resources	Additional Resources	2009/10	2010/11				2011/12	2012/13	2013/14	2014/15
Theme	Action			Q4	Q1	Q2	Q3	Q4				
<b>Sustainable &amp; Ethical Recycling</b>												
	Review of Collection & Processing Options	Collection & Processing Steering Group, Collection & Processing Project Board	Likely, TBC	Partners review workshop outcome		PISB agrees additions to Action Plan	TBC	TBC	TBC	TBC	TBC	TBC
	PI Glass Processing Contract (extg)	PI Glass Contract Monitoring Officer, MMG		Monitor & payments	Monitor & payments	Monitor & payments	Monitor & payments	Monitor & payments	Contract ends			
	PI Glass Processing Contract (NEW)	Glass Contract Project Group	PCC (funding agreed from PI Projects Fund)	MoU agreed, contract docs prepared	OJEU Advert	Appoint			Contract starts			
	Contamination monitoring	MAF, MMG		Agree programme for 2010/11	Final figures 2009/10	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
	Materials markets	MMG			DMR income payments 2009/10		6 monthly update				End of news & pams contract	
	Flats & HMOs	Flats Working Group, Recycling Officers	Some funds required (proposed application to PI Projects Fund), WRAP training course	Research	Site visits	Trials			Review & report			
	Students (may be included in work on flats & HMOs)	PCC, SCC, others?	Some funds required (proposed application to PI Projects Fund)	TBC	TBC	TBC	TBC	TBC				
	Performance	Performance Review Group, Strategy Officers, PRSC	Data analysis work		Group formed	PRSC	PISB					
	Incentives	PRSC, input from ED & officers					PRSC	PISB				
	Enforcement	PRSC, input from ED & officers					PRSC	PISB				

## PI Action Plan 2010-2015

		Resources		Timetable								
		PI Resources	Additional Resources	2009/10	2010/11				2011/12	2012/13	2013/14	2014/15
Theme	Action			Q4	Q1	Q2	Q3	Q4				
<b>Minimising Landfill</b>												
	Recycling on the go	Cleansing Officers Group		Review waste analysis & schemes tried								
	Waste prevention	Waste prevention project board		Agree objectives	Present draft proposals to partners		Add into Action Plan		Implement ation			
	Healthcare waste	ED, task & finish group						Review impact of protocol				
<b>Leadership &amp; Influence</b>												
	Communications action plan 2010/11	RfH, Communications Group, Authorities		Comms Workshop (Feb)	TBC	TBC	TBC	TBC				
	Targeted communications	RfH, trial authority(s)	Mosaic & compositon data (under discussion with WRAP)	Research	Developm ent	Design	Trials	Analysis of results				
	Recycle Week Event	RfH, Communications Group, Authorities		Agree outline at workshop	Event (June)							
	Schools Recycling Development	RfH Education Outreach Workers		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Review & report			
	Consultation responses & Lobbying	ED, Strategy Officers		DEFRA - IBA	As required	As required	As required	As required				
	PI profile raising	ED, Communications Group		NHHWF present'n	Ongoing	Ongoing	Ongoing	Ongoing				

## 5 Resources

Figure 1 shows the membership of Project Integra and the resources available to the partnership. Figure 2 indicates the different groups that meet as part of Project Integra and Figure 3 demonstrates the way that these combine in the delivery of this Action Plan.

Project Integra is funded by contributions from the partner authorities. Contributions are based on population and are divided into amounts for:

- the costs of the Executive function;
- Recycle for Hampshire; and
- the PI Projects Fund.

The 2010/11 budget for these is shown in Table 2. The budget increase from 2009/10 is based on the Retail Prices Index (RPI) for October. As this was -0.08% there is a small reduction in the budget for the partnership and partners' contributions compared to the previous year.

The budget for the year shows an anticipated deficit which will be met from balances carried forward from previous years.

The contributions for 2009/10 are shown in Table 3. For convenience the table also identifies partners' contributions to the operational costs of the Materials Analysis Facility (MAF). Operation of the MAF is carried out by VES under contract to the WDAs, this element is also tied to RPI and has decreased in the same way as the PI budget.

The income received by partners from the sale of dry mixed recyclables in 2008/9 is shown in Table 4. Figures for 2009/10 are expected in May 2010.



Figure 1: Project Integra - Partners & Partnership Resources

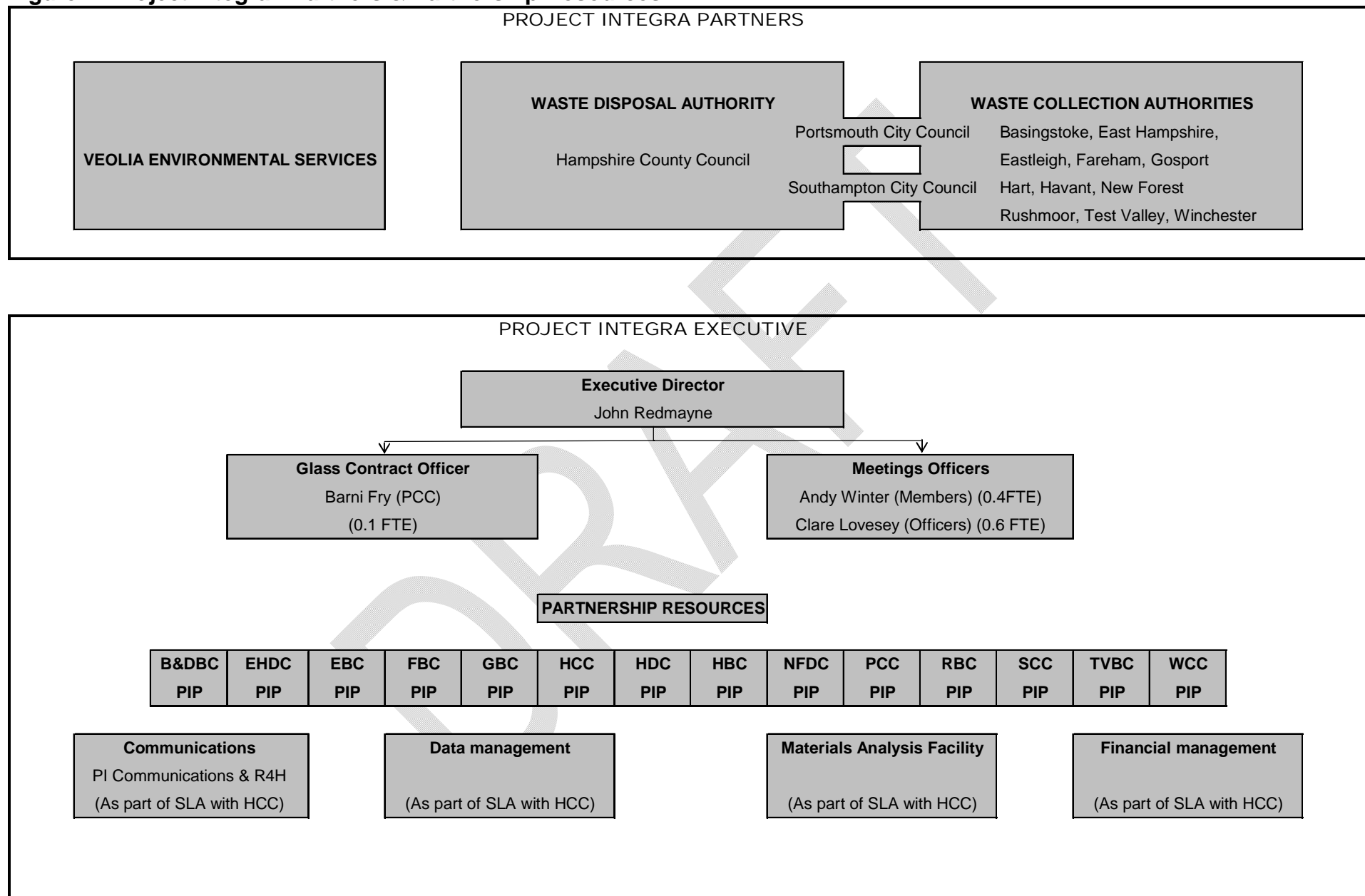


Figure 2: Project Integra - Meetings

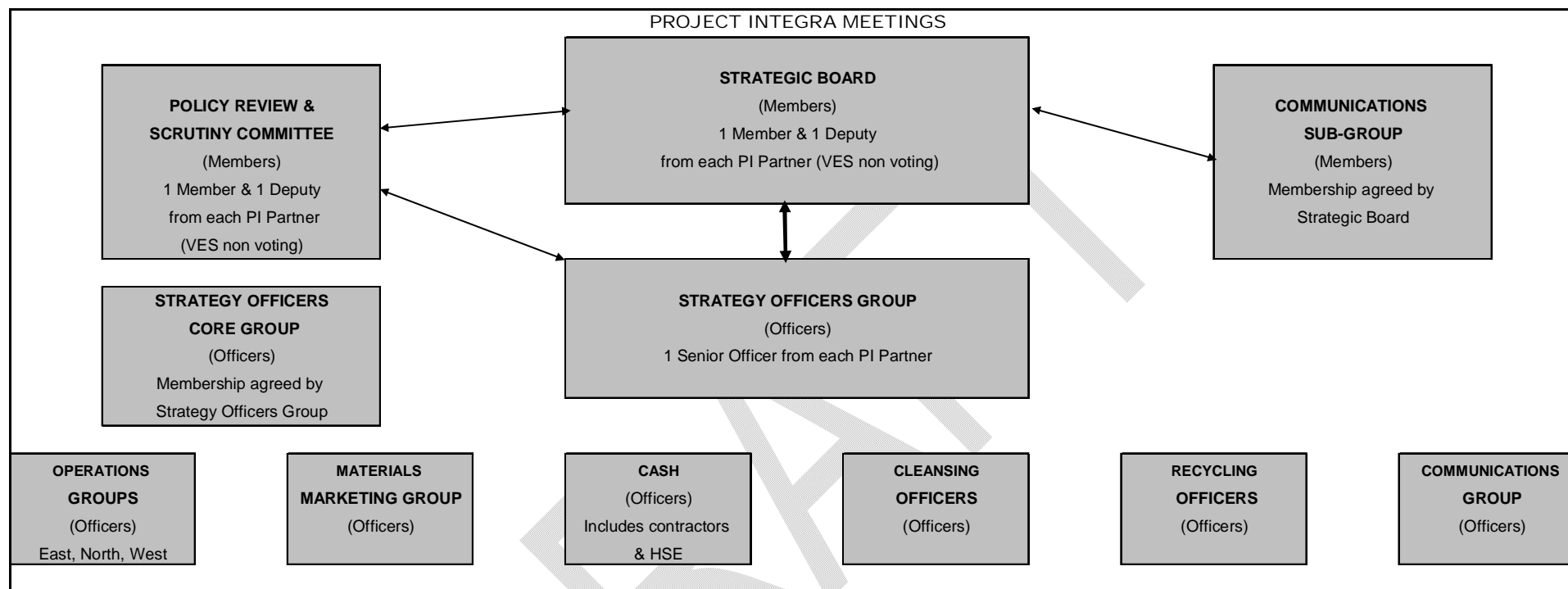


Figure 3: Project Integra – Delivery of Action Plan

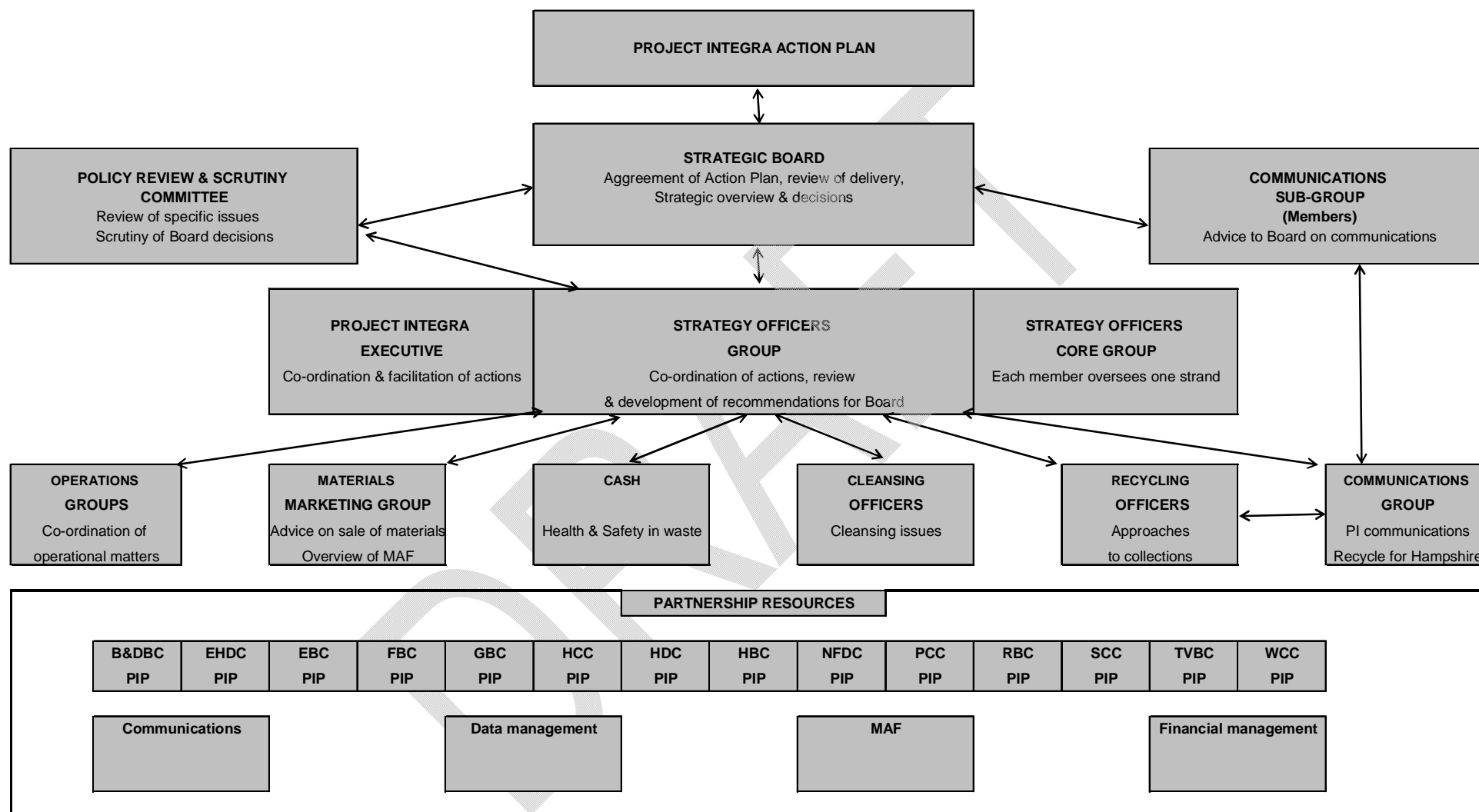


Table 2: PI Budgets 2009/10 and 2010/11

	Original Budget 2009/10	Estimated Outturn 2009/10	Budget 2010/11
<b>PI Executive</b>			
Staff Costs	124,600	123,200	125,600
Events & Activities	9,000	5,900	6,000
Other	63,700	74,800	71,800
Gross Expenditure	197,300	203,900	203,400
Total Income	186,700	186,700	185,100
<b>Net Expenditure</b>	<b>- 10,600</b>	<b>- 17,200</b>	<b>- 18,300</b>
<b>Recycle for Hampshire</b>			
Staff costs	105,500	105,500	105,500
Advertising	15,200	17,800	18,000
Resources	25,000	25,000	15,000
Website	5,000	0	7,500
Design & print	46,300	46,300	51,000
Contingency	3,000	2,000	3,000
Gross Expenditure	200,000	196,600	200,000
Total Income	200,000	200,000	200,000
<b>Net Expenditure</b>	<b>0</b>	<b>3,400</b>	<b>0</b>
<b>PI Projects Fund</b>			
PI Projects 2009/10	16,937	14,500	15,600
Gross Expenditure	16,937	14,500	15,600
Total Income	16,937	16,937	15,600
<b>Net Expenditure</b>	<b>0</b>	<b>2,437</b>	<b>0</b>

**Table 3: Contributions from Project Integra Partners 2010/11**

		Project Integra						MAF	Combined
		Project Integra Executive			Project Fund	Recycle For Hampshire	PI Funding	Material Analysis Facility	Project Integra & MAF
		Collection	Disposal	Total			Total	Total	Total
		£ 89.49	£ 20.54						
Contribution per 1,000 population	Population								
Basingstoke	152,600	13,656	0	13,656	1,447	13,912	29,015	5,243	34,258
East Hampshire	109,400	9,790	0	9,790	1,037	9,973	20,800	5,243	26,043
Eastleigh	116,300	10,408	0	10,408	1,103	10,602	22,113	5,243	27,356
Fareham	108,100	9,674	0	9,674	1,025	9,855	20,554	5,243	25,797
Gosport	76,400	6,837	0	6,837	724	6,965	14,526	5,243	19,769
Hart	83,600	7,481	0	7,481	793	7,621	15,895	5,243	21,138
Havant	116,900	10,461	0	10,461	1,108	10,657	22,226	5,243	27,469
New Forest	169,500	15,169	0	15,169	1,607	15,452	32,228	5,243	37,471
Portsmouth	186,900	16,726	3,839	20,565	1,772	17,038	39,375	12,987	52,362
Rushmoor	90,900	8,135	0	8,135	862	8,287	17,284	5,243	22,527
Southampton	217,600	19,473	4,470	23,943	2,063	19,837	45,843	14,317	60,160
Test Valley	109,900	9,835	0	9,835	1,042	10,019	20,896	5,243	26,139
Winchester	107,300	9,602	0	9,602	1,017	9,782	20,401	5,243	25,644
Hampshire	1,240,800	0	25,486	25,486	0	50,000	75,486	51,340	126,826
Veolia				4,036	0	0	4,036	68,158	72,194
		<b>147,247</b>	<b>33,795</b>	<b>185,078</b>	<b>15,600</b>	<b>200,000</b>	<b>400,678</b>	<b>204,473</b>	<b>605,151</b>

Table 4: Income from Sale of Dry Mixed Recyclables 2008/9<sup>1</sup>

	<b>Total Delivered</b> Tonnes	<b>Residue Rate</b> %	<b>Residue Amount</b> Tonnes	<b>Amount Recycled</b> Tonnes	<b>Final Income</b> £
Basingstoke	10,723	9.75%	1,045	9,677	231,252.60
East Hampshire	9,259	7.42%	687	8,572	204,830.64
Eastleigh	9,139	10.71%	979	8,160	194,993.78
Fareham	8,710	8.83%	769	7,941	189,762.52
Gosport	5,476	12.85%	704	4,773	114,052.44
Hart	7,347	10.89%	800	6,547	156,439.34
Havant	9,766	14.24%	1,390	8,376	200,153.61
New Forest	12,687	11.92%	1,512	11,175	267,034.15
Rushmoor	5,763	11.69%	674	5,089	121,608.38
Test Valley	9,339	11.10%	1,036	8,303	198,404.17
Winchester	9,084	8.97%	815	8,269	197,612.66
Portsmouth	10,928	6.83%	747	10,181	243,297.00
Southampton	13,655	13.90%	1,898	11,757	280,960.45
<b>Total</b>	<b>121,875</b>		<b>13,056</b>	<b>108,819</b>	<b>2,600,401.73</b>

<sup>1</sup> Total income for 2009/10 will not be known until after the end of the financial year.

## 6 Reporting

The Board is kept updated on progress with the activities outlined in the Action Plan through updates on ongoing projects and final reports presented for information or decision as appropriate.

Financial reports are presented to the Board on a quarterly basis and at the end of the year. An Annual Return is made to the Audit Commission.

Comprehensive waste management performance data and performance measures are reported to the Board on a quarterly basis and at the end of the year. Performance is measured in terms of National Indicators – these are also reported to Government through Waste DataFlow. This Action Plan proposes a review of data and performance measure used by the partnership to ensure that they are appropriate for strategic review and fit with the principles of the Partnership. It is anticipated that revised reporting will be in place for 2011/12.

An Annual Report for the Partnership for 2008/9 was presented to the Board in October 2009 and summarised in a presentation at the Annual Conference. A similar report will be produced for 2009/10.

## 7 Conclusion

Project Integra has been recognised as a model for partnership working to deliver more sustainable waste management. However, the partnership is working in an increasingly complex strategic context and must continue to adapt and move forward in order to deliver sustainable resource management and improve its performance, efficiency and effectiveness at a time when financial pressures are increasing.

The key drivers include the Waste Strategy for England 2007, Hampshire Materials Resources Strategy and Local Area Agreements, all of which set out ambitions for enhanced waste reduction, recycling and landfill avoidance and a broadening of action beyond Project Integra's initial focus on household waste. In addition financial pressures on authorities means that efficiency and partnership working are increasingly important and influencing the debate on funding for future infrastructure.

By setting out the complex strategic context in which Project Integra is working and outlining five resultant strategic outcomes:

- Sustainable and ethical recycling;
- Eliminating landfill;
- Commercial materials management;
- Efficiencies/value for money; and
- Leadership and influence,

this Action Plan helps focus and direct the work of the Partnership over the next five years.

Each strategic outcome forms a work stream comprising a series of activities which the partnership will deliver during 2010-2011.

Delivery of these work streams will enable the partnership to further improve performance and efficiency; plan and develop infrastructure to meet the long-term objective of eliminating landfill and delivering sustainable resource management; and providing an effective approach to communications to deliver further behavioural change in Hampshire and influence wider policy making.

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## Appendix 1

### Summary of Waste Collection Arrangements 2009/10

	Residual waste	Dry mixed recyclables	Glass	Garden waste	Food waste	Trade waste	Trade recycling	Contractual arrangements	Demographics
Basingstoke & Deane	W	F		F		D		Veolia 2011	
East Hampshire	F	F	M	F				Veolia 2011	
Eastleigh	F	F	M	W	W		T	In-house	
Fareham	F	F		F*				In-house	
Gosport	F	F		F				Verdant 2009	
Hart	F	F	M	F				In-house	
Havant	F	F		F				In-house	
New Forest	W	W		F		D	D	In-house	
Portsmouth	W	F		W**				Veolia 2011	
Rushmoor	W	F	F	F				Veolia 2016	
Southampton	W	F		F			T	In-house	
Test Valley	F	F		F				In-house	
Winchester	F	F		F*				Serco 2011	

	Included in council tax – bins or boxes	W – weekly
	Included in council tax – sacks	F - fortnightly
	Chargeable service - sacks	M - monthly
	Chargeable commercial service	T – on trial
	Bring banks only	D – with domestic

\* One sack is free – additional sacks charged

\*\* Collected with residual waste

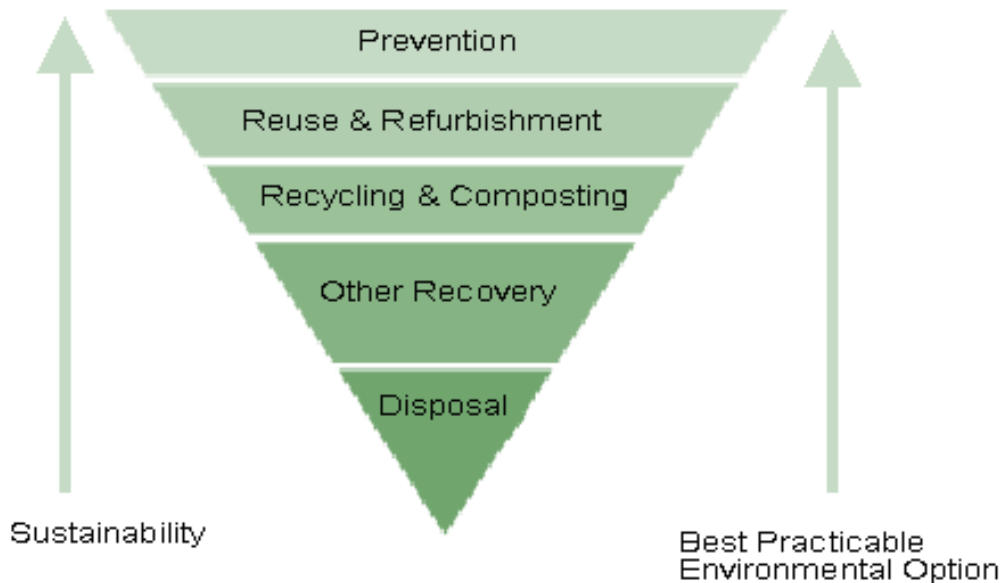
Mixed	
Majority rural	
Majority urban	

### Strategic Context

#### The Waste Hierarchy

The waste hierarchy is a well established approach which sets out a hierarchy of preference for approaches to the management of waste. It gives priority to waste prevention, and landfill disposal only as a last resort. The hierarchy is illustrated in **Error! Reference source not found..**

**Figure 4: The Waste Hierarchy**



#### The Waste Framework Directive

The European Council of Ministers adopted a revised version of the 1975 Waste Framework Directive in October 2008. The aim is to encourage the prevention, reuse and recycling of waste as well as simplifying existing legislation.

Key points include:

- 50% target for household waste recycling and reuse by 2020;
- 70% target for recycling and reuse of non-hazardous construction and demolition (C&D) waste by 2020;
- The five-step hierarchy of waste management options, with waste prevention as the preferred option, and then reuse, recycling, recovery (including energy recovery) and safe disposal, in descending order (see **Error! Reference source not found.**);
- Member States must design and implement waste prevention programmes, and the Commission is set to report periodically on progress concerning waste prevention.

The new Directive must be implemented through UK law; in 2009 the Department for Environment, Food and Rural Affairs (DEFRA) issued a consultation document on possible approaches to implementation of the Directive in England and Wales. Further indications of approaches and measures are expected in 2010.

### **Implications for Project Integra**

- *The target recycling and reuse is the same as for England's Waste Strategy and less than that in the Joint Municipal Waste Management Strategy (JMWMS);*
- *The waste hierarchy is the same as that used in England's Waste Strategy; however, the Directive includes a definition of recovery such that only incineration facilities operating above a defined level can be classed as recovery facilities;*
- *There is likely to be an increased focus on waste prevention nationally. This is an identified priority in the JMWMS but is an area where relatively little activity has taken place.*

### **Waste Strategy for England 2007**

The Government's strategic approach to waste management continues to be driven by European policy and directives. The new Waste Strategy for England 2007 builds on the previous (2000) Strategy by introducing the following key objectives:

- To decouple waste growth (in all sectors) from economic growth and put more emphasis on waste prevention and re-use. (This objective is in line with the primary objective of the **EU's Sixth Environment Action Programme**);
- To meet and exceed the **EU Landfill Directive** diversion targets for biodegradable municipal waste;
- To increase diversion from landfill of non-municipal waste and secure better integration of treatment for municipal and non-municipal waste;
- To secure the investment in infrastructure needed to divert waste from landfill and for the management of hazardous waste;
- To get the most environmental benefit from that investment, through increased recycling of resources and recovery of energy from residual waste using a mix of technologies.

Key targets within the Waste Strategy include:

- To reduce the amount of household waste not re-used, recycled or composted from over 22 million tonnes in 2000 to 16 million tonnes in 2010 with an aspiration to reduce it to 12 million tonnes in 2020 – a reduction of 45%. This is equivalent to a fall of 50% per person (from 450 kg per person in 2000 to 225 kg in 2020);
- New household waste recycling and composting national targets of at least:
  - 40% by 2010
  - 45% by 2015
  - 50% by 2020
- New national targets for recovery of municipal waste:
  - 53% by 2010
  - 67% by 2015
  - 75% by 2020.

### ***Implications for Project Integra***

- *In most cases, Project Integra's ambitions already exceed the new national targets that have been set;*
- *An important exception to this is the target to reduce residual household waste arisings to 225kg per person in 2020 - this represents a significant challenge;*
- *The requirement for local authorities to take a wider role, including helping local businesses to secure effective and appropriate waste and recycling arrangements;*
- *Possible future powers to provide incentives to householders to reduce and recycle their waste (see Climate Change Act below)*

### **Household Waste Recycling Act**

This Act requires English waste collection authorities to provide a collection service for at least two types of recyclable waste to all households by 31 December 2010 unless the cost of doing this would be unreasonably high or comparable alternative arrangements are available.

### ***Implications for Project Integra***

- *The BVPI results for 2007/08 include performance against BV 91b (% of households with doorstep collections of two or more materials). All but one of the Project Integra authorities report performance of 95% or more and four report 100%;*
- *Although the gap from these to 100% may be small, achieving this requires concentrated work to provide services – or alternatives to 'difficult' properties such as flats and households in multiple occupation.*

### **Landfill**

#### **Landfill Allowances Trading Scheme**

The Landfill Allowance Trading Scheme (LATS) is intended as a tool to enable the UK to meet targets set by Article 5 of the **EU Landfill Directive** for the amounts of biodegradable waste sent to landfill. Each local Waste Disposal Authority (WDA) in England has been given an allocation for the amount of biodegradable waste they can send to landfill (a landfill allowance allows an authority to landfill one tonne of biodegradable waste). The individual allocations decrease annually so that collectively England will meet the targets set in the Landfill Directive.

Under the **Waste and Emissions Trading (WET) Act**, each WDA can trade allowances (by buying, selling or, in certain years, banking them or borrowing from future years) in order to stay within their allocation. Those failing to stay within their allocation face the possibility of incurring large fines.

#### **Landfill Tax**

The landfill tax is charged on each tonne of material sent to landfill, a lower rate applies to inert material (eg rubble). The current (2009/10) rate of tax is £40 per tonne and is set to rise to £48 per tonne in April 2010. Current

indications from Government are that the increases will continue until the tax reaches a rate of £72 per tonne (2013 if the current escalator continues).

### ***Implications for Project Integra***

- *As a result of the investments in recycling and incineration facilities HCC, PCC and SCC, as the WDAs, have a surplus of landfill allowances and expect this position to continue;*
- *As a result of their policy of minimising landfill the WDAs have one of the lowest rates of landfill for municipal waste in the UK and so their exposure to these increases is less than most.*
- *However, the tax increases reinforce Project Integra's strategic priority of further reducing landfill;*
- *Waste disposal will become increasingly expensive for businesses – making implementation of waste reductions and recycling schemes more financially attractive to them.*

### **Batteries Directive**

The **EU Batteries Directive** was implemented in the UK through the **Batteries Regulations 2009**. This is a producer responsibility measure which requires that:

- All shops selling more than 32kg of batteries per year have to make provision to 'take-back' batteries from customers (from Feb 2010);
- Producers of batteries must join a Battery Compliance Scheme (BCS) which will collect and treat collected batteries;
- By 2012 at least 25% by weight of all portable batteries put on the market for the first time in the UK need to be collected for recycling - and this target increases to 45% by 2016.

These are very challenging targets as the current collection rate in the UK is estimated to be between 2 and 3% (2007).

WRAP has carried out trials of different approaches to the collection of portable batteries (kerbside collection, community drop-off, retail take-back, postal). Eastleigh participated in both the kerbside and retail take-back collection trials. The highest per capita collection rates were achieved by the kerbside schemes.

### ***Implications for Project Integra***

- *Batteries are already collected at all HWRCs in Hampshire;*
- *The Batteries Directive is a producer responsibility measure. Local authorities, though not in any way obligated under the Batteries Regulations to participate in or finance battery collection schemes, may wish to be involved in collecting batteries.*

### **Climate Change**

One of the key drivers for change is a requirement to deliver significant reductions in carbon emissions. This is at the heart of the Government's Waste Strategy for England 2007.

### **Intergovernmental Panel on Climate Change**

In its Fourth Assessment Report (released in 2007) the Intergovernmental Panel on Climate Change issued a stark warning that urgent action is needed to both adapt to the effects of climate change that are already inevitable and to mitigate greenhouse gas emissions. The panel notes that sustainable development can enhance both our capacity to adapt and mitigate climate change, reducing both our emissions and our vulnerability to climate change.

In addition, the panel notes that, while post consumer waste is a small contributor to global greenhouse gas emissions, the waste sector can positively contribute to greenhouse gas mitigation at low cost and promote sustainable development. The panel identifies a number of key mitigation practices and technologies currently commercially available, including:

- Landfill methane recovery;
- Incineration with energy recovery;
- Composting/digestion of organic waste; and
- Recycling and waste minimisation.

### **Stern Report**

The Stern Report, commissioned by the UK Government and published in 2007, examines the economics of climate change and concludes that mitigation – taking strong action to reduce greenhouse gas emissions – must be viewed as an investment. In response, the Government has expressed a commitment to address both the causes and consequences of climate change in the Climate Change Act.

### **Climate Change Act 2008**

The Climate Change Act became law on 26 November 2008, creating a new approach to managing and responding to climate change in the UK. This Act puts into statute the UK's targets to reduce greenhouse gas emissions through domestic and international action by at least 80 percent by 2050 and reduce carbon dioxide emissions 26 percent by 2020 (both against a 1990 baseline). Amongst other provisions the Act provides a power to pilot local authority incentives for household waste minimisation and recycling in five local authority areas.

### ***Implications for Project Integra***

- *Nationally there has been little interest from authorities in operating one of the 'incentives pilots'; Project Integra is no different;*
- *We increasingly need to consider our activities and future options in waste management with reference to their impact on climate change.*

### **The Local Government Agenda**

There is a strong focus in local government on reducing costs through efficiencies, economies of scale and joint working in the local government sector. In addition, the role of local authorities as place shapers and key contributors to the well-being of citizens, the development of sustainable communities and partnership working are recurring themes.

**The Lyons Inquiry** into local government identifies 4 areas where local government has a significant role to play:

- Providing safe and secure places to live;
- Helping to foster greater prosperity;
- Reducing our environmental impact by encouraging more sustainable lifestyles through engagement with citizens and performance of statutory functions; and
- Addressing levels of public trust and satisfaction.

**The Local Government White Paper** introduced a new performance framework that cut the number of national performance indicators to 200, and targets to around 50 and replaced Comprehensive Performance Assessment (CPA) with new assessment arrangements (see below). In addition, the White Paper proposed an enhanced role for councils as strategic leaders and place-shapers through stronger Local Strategic Partnerships and next-generation Local Area Agreements (LAAs) with wider scope and importance, and a duty to co-operate between councils and local partners.

In 2009 **Comprehensive Area Assessment (CAA)**, which supersedes the CPA for local government continues to seek assurances from local authorities about how well-run local public services are and how effectively they use taxpayers' money. CAA also aims to be more relevant to local people by focusing on issues that are important to their community and the development of a shared view about the challenges facing an area, such as, for example, waste management, energy, climate change and sustainable environment.

This focus on outcomes for local people requires CAA to look across councils and others responsible for local public services, which are increasingly expected to work in partnership to tackle the challenges facing their communities.

The need for a greater partnership approach is also echoed in the Government's **2007 Comprehensive Spending Review (CSR07)**. The three year Government funding settlement requires all public services to achieve at least 3% net cash-releasing value for money gains per year between 2008 and 2011. Enhanced efficiency is essential to maintain and enhance service quality in the years ahead, while staying within the resources to be allocated for the CSR07 period.

### ***Implications for Project Integra***

- *Increasing financial pressures on partner authorities will mean consideration of the cost benefits and efficiencies to be achieved when considering the development of additional recycling services;*
- *Projects relating to efficiency and the achievement of savings from waste services have particular relevance.*

### Local Area Agreements

#### Hampshire

The Local Area Agreement (LAA) for Hampshire for 2008 – 2011 forms the central performance monitoring basis for HCC and its partners through the new Comprehensive Area Assessment (CAA).

The LAA comprises 8 themes, one of which is Environment (priority G).

Within this theme there are three improvement priorities:

- To use material resources more efficiently;
- Mitigate progress of Climate Change; and
- Adapt to consequences of Climate Change.

The first priority is most directly significant to Project Integra (who is listed as a delivery partner) which has one national target and one local target:

- **NI 193: Percentage of municipal waste landfilled**  
to reduce performance progressively from a baseline of 15% progressively to 12% in 2011;
- **Local Indicator G1: Household waste recycled and composted**  
Increasing performance in recycling and composting by the Hampshire Districts and aiming for a target linked to the overall Project Integra Plan of 35% performance in urban areas and 40% in rural areas.

Climate change mitigation is also an important consideration to be taken into account in partnership activities.

#### Portsmouth

Portsmouth's LAA runs from 2008/9 – 2010/11 and comprises 10 Priorities.

Priority 5 is to 'Make Portsmouth an attractive and sustainable city'.

The main targets relevant to Project Integra are:

- **Increased recycling and composting**  
Progressively increasing performance up to 34% in 2010/11 (NB definition of this target is different to the NI as it includes additional materials recovered from incinerator bottom ash)
- **NI 193: Percentage of municipal waste landfilled**  
Progressively reducing to 12.4% in 2010/11.

#### Southampton

Southampton's LAA runs from 2007/8 – 2009/10 and comprises 4 themes, including Safer and Stronger Communities. Key Outcome 7 is 'To improve the city's environment and people's views about the quality of life within their neighbourhoods'.

The main targets relevant to Project Integra are:

- **Reduction in the percentage of municipal waste landfilled**  
Aiming for 22.10% by 2009/10 – this is now covered by NI 193
- **Increase in the percentage of municipal waste recycled**  
Aiming for 27.28% by 2009/10.

#### Implications for Project Integra

- *There is consensus on the priority measures for all Project Integra authorities:*
  - *Reducing waste going to landfill; and*
  - *Increasing reuse, recycling and composting,*



*these are consistent with the Joint Municipal Waste Management Strategy (see below)*

- *Consider the mitigation of climate change in all partner activities.*

### **Growth Areas in Hampshire**

There are a number of recognised growth areas in Hampshire including The Partnership for South Hampshire (PUSH), and the Basingstoke Diamond for Growth. The main aim of the growth areas is the strategic delivery of economic-led growth between now and 2026.

Such strategies for economic growth need to be environmentally sustainable and ensure that the principles of sustainability inform and determine the nature of key development proposals. These principles include, amongst others:

- stabilisation and reduction in the use of resources
- net self-sufficiency in resource recycling and waste handling
- joint decision making on targets for resource usage and planning for resource management infrastructure
- planning that takes into account necessary mitigation and adaptation measures with regard to climate change.

In 2009 Government approved plans for the development of Whitehill and Bordon in East Hampshire as an Eco-Town – this provides priority access to government funding to increase the size of the town whilst minimising environmental impacts on a wide range of different measures.

### **Implications for Project Integra**

- *The work of the Project Integra partnership supports the key growth area objectives of sustainable economic growth by ensuring the effective management of waste materials.*

### **Materials Resources Strategy (MRS)**

At the beginning of 2005 Hampshire County Council, Portsmouth City Council, Southampton City Council and Project Integra jointly facilitated the development of the Hampshire Materials Resources Strategy (MRS). The development process resulted in the publication of 'More from Less', a synopsis of seventeen months of stakeholder dialogue which articulates stakeholders' aspirations on issues related to natural resources, minerals and wastes. More From Less is intended as a primary reference point to guide and integrate 3 key work areas:

- Production of the statutory Joint Minerals and Waste Development Framework;
- Development of plans for managing municipal waste under Project Integra; and
- Implementation of societal change objectives via the Hampshire Natural Resources Initiative.

In effect the MRS represents an extension to the Community Strategies in Hampshire with a focus on natural resources. Key themes from these

Community Strategies include: protecting and enhancing Hampshire's environment, supporting Hampshire's economy, preparing for global warming, reducing the causes of environmental damage, minimising waste production, maximising recycling, re-use and composting through new practices and education and publicity campaigns, disposing of residual waste locally by sustainable means, improving urban design and combating fly-tipping.

'More from Less' identifies a number of outcomes which stakeholders wished to see delivered:

- Achieving behaviour change that maximises reuse, recycling and recovery;
- Reducing overall year on year waste growth to 1% by 2010 and 0.5% by 2020;
- Achieving an overall recycling rate of 60% by 2020 for **all** Hampshire's waste (not just household);
- Optimising the cost of recycling to public and private sectors;
- Achieving net self-sufficiency in dealing with all waste arisings by 2016;
- Maximising materials and energy recovery from unavoidable waste;
- Reducing use of landfill for all waste materials to a minimum practicable level by 2020;
- Reducing demand for new minerals to minimum practicable levels, with extraction of sand and gravel from land reduced as far as practicable;
- New sites and facilities provided meeting needs in a sustainable efficient way;
- Providing a supportive policy framework and involving all sectors of the community in delivering solutions and change.

Dealing with construction waste more effectively and ensuring much higher levels of recycling and minimisation of waste is a key priority for Hampshire County Council. Working with partners such as WRAP and PUSH the County Council have been developing best practice and putting in place appropriate policies in the Minerals and Waste Development Framework, to assist in achieving a more sustainable approach to resource use related to development activity.

### ***Implications for Project Integra***

- *More From Less identifies that a key issue for Project Integra is to maximise affordability and value for money for the council tax payers, including optimizing recycling performance across the Project Integra partnership, and maximising cost efficiencies through economies of scale and joint working.*

## **Hampshire Joint Municipal Waste Management Strategy (JMWMS)**

The JMWMS has been produced by Project Integra with the vision that by 2020, Hampshire will have a world class and sustainable material resources system that maximises efficient re-use and recycling and minimises the need for disposal. It has been developed in the context of Hampshire's Material Resources Strategy. It is also closely linked to the Minerals and Waste Core

Strategy (see below), as both have been developed in parallel, using 'More from Less' as a reference point and using similar sustainability objectives and appraisal techniques.

The aims of the JMWMS include:

- To deliver the relevant municipal elements of the Material Resources Strategy;
- Win the support and understanding of the wider public;
- Make access to recycling and related facilities a positive experience for residents and businesses;
- Improve the understanding of, and contain the year on year growth in material resources generated by household consumption;
- Maximise value for money by considering the system as a whole;
- To provide suitable and sufficient processing facilities for existing and new material streams;
- Secure stable, sustainable and ethical markets for recovered materials and products;
- Ensure each partner clearly understands its roles and responsibility for delivery; and
- Meet statutory obligations and maintain Hampshire at the forefront of the waste to resources agenda.

JMWMS will deliver these aims using the following preferred approach:

**Collection** – Kerbside collection of dry mixed recyclables, glass and textiles; promote home composting and the use of food digesters; introduce chargeable kerbside green waste collections and facilitate the provision of enhanced waste electrical and electronic equipment (WEEE) 'bring' facilities at household waste recycling centres (HWRCs).

**Commercial Recycling** – Provide / facilitate collection and processing capacity to optimise the capture of recyclables from the commercial sector (recyclables that are similar in nature to those arising from the municipal waste stream).

**Waste Growth** – MRS and Regional Waste Strategy targets – reduce growth to 1% per annum by 2010 and 0.5% pa by 2020.

**Treatment of Residual** – Thermal treatment (EfW) of at least 420,000 tonnes per annum with excess residual waste being sent to landfill in the short term and further treatment in the long term.

**Landfill** – Pre-process all household waste with residues only to landfill (and minimum organics to landfill).

### ***Implications for Project Integra***

- *JMWMS states that the Project Integra partners will seek to positively contribute to the achievement of the following MRS recycling and composting targets for all waste:*
  - 50% by 2010
  - 55% by 2015
  - 60% by 2020.

## Appendix 2

- *Whilst Hampshire is clearly 'ahead of the game' in the UK waste management context, there are a number of important developments that dictate that we cannot rest on our laurels. In municipal waste management terms, the key challenges ahead can be summarised as follows:*
  - *Waste volumes have increased significantly over the assumptions on which Project Integra was based. Population growth and new development will exacerbate this problem in the years ahead;*
  - *The understanding of what can be achieved in recycling terms, together with community aspirations, has increased;*
  - *Landfill costs have risen significantly and will continue to rise through increases in Landfill Tax, increasingly making landfill the option of 'last resort' in both environmental and financial terms; and*
  - *All of the above point to a trend of increasing revenue costs for waste management for the next decade and beyond, highlighting the need for innovative approaches to contain costs / generate revenue.*
- *In addition an important complementary agenda has opened which recognises that waste management should not be an end in itself, but considered as part of the much wider climate change and sustainability agenda. There is increasing recognition that waste management can act as a catalyst to achieve wider objectives such as sustainable communities if plans are developed in an innovative way and integrated with other services from the outset.*
- *The partnership has a potential opportunity to fully adopt the material resources philosophy in an integrated sustainability solution. The aim would be to maximise linkages with wider objectives and use the need for new waste systems as a catalyst for overcoming traditional barriers to implementing new approaches. In this context, it represents a step-change in relation to the current Project Integra approach:*
  - *New infrastructure developed for recyclable/residual waste with provision for recyclable / residual waste (potentially including commercial and industrial (C&I));*
  - *The integration of waste, local energy production and sustainable transport;*
  - *Potential integration of some commercial and industrial waste streams and the creation of additional C&I waste capacity;*
  - *The development of combined heat and power infrastructure, with an emphasis on new development; and*
  - *The formation of new delivery structures to deliver these integrated solutions.*
- *The wide scope of this work would require high capital investment although there is scope for this to be shared with developers and other service providers. As this is a new approach, the revenue costs are uncertain at this stage although they would be expected to offer best value in the longer term as energy and raw material prices are predicted to increase in long-term global markets.*
- *The JMWMS was adopted in April 2006, there is a commitment to review the Strategy after five years.*

### Minerals and Waste Development Framework

The Core Strategy of the Minerals and Waste Development Framework (MWDF) sets out a long-term spatial vision for minerals and waste planning in Hampshire and will contain the primary policies and proposals to deliver that vision:

*“By 2020, Hampshire will have a world class and sustainable material resources system that maximizes both the efficient use of primary materials and the reuse and recycling of wastes, and minimises the need for disposal.”*

The overall approach is based on principles of improving resource efficiency by improving the sustainable design of new building, progressively slowing the pace of waste growth and maximising the recovery of value from wastes prior to landfill.

As far as possible, waste will be managed near to where it is produced and in accordance with the waste hierarchy. Value will be recovered through technically advanced re-use, recycling and composting processes, or failing that, through the recovery of energy and / or materials from the waste. The amount of waste going to landfill will be very limited in quantity and biodegradable content.

#### **Implications for Project Integra**

- *Both the MWDF (see above) and the JMWMS are significantly based on data and principles established in the MRS (see above), this ensures consistency between these two strategic approaches.*

### Local Public, Social and Market Pressures

There remains continued pressure from the public in Hampshire to increase the range of materials that can be recovered for recycling. Tetrapak recycling is a good example of the difficulties that this presents in terms of ensuring that the financial and sustainability issues are well understood by both the public and the media.

The partnership benefits from the sale of recyclables, the value of which is dependent on changing market conditions both nationally and internationally. The rapid economic growth of countries like China and India has had a global effect on resource use and commodity prices - stimulating the market for secondary raw materials but also pushing up fuel prices. The recent economic downturn has seen demand and prices for many secondary materials drop dramatically.

#### **Implications for Project Integra**

- *The partnership will continue to monitor market activity and is committed to supplying high quality secondary materials in order to ensure sustainable markets and income.*

# Description of 'New' Activities for 2010/11

## A 3.1 Targeted Communications

### Introduction

- Targeting of communications simply means delivering a tailored communications message to a specific group of households – as opposed to an (of necessity) generalised message delivered to all households.
- Targeting allows messages to be delivered more efficiently through better response rates and reduced amounts of material required outweighing the higher costs of identifying target households and (potentially) higher cost of delivering the message.
- Recycle for Hampshire has assisted Partners in delivering targeted communications such as:
  - Doorstepping and incentives campaigns which specifically targeted low-performing households (i.e. low capture and high contamination)
  - Engagement projects which trialled a range of approaches to target contamination (e.g. crew engagement and community engagement)
  - Material-specific campaigns (e.g. glass; cans)
- Key to targeting communications is the ability to identify a separate household/group of households and the message it is desired to communicate to them. To date approaches in the Partnership have focused on areas/households with 'high contamination' or 'poor performance' because it has been possible to identify households or areas where this is an issue through:
  - The data provided by the Materials Analysis Facility (MAF) – typically relating to a collection round; and
  - Contamination reports from collection crews – typically associated with the issue of red and yellow contamination warning cards to households.
- More sophisticated targeting of communications to specific socio-economic groups is of interest to most PI authorities – as evidenced by:
  - Communications being raised as a way of 'maximising the performance of what we have got' during the first workshop held as part of the Review of Collection & Processing Options; and
  - Several of the bids to the PI Projects Fund being for projects to increase recycling and reduce contamination by targeting specific socio economic groups and the use of the Mosaic database linked to targeted communications.

### Case study

- Kent Waste Partnership have developed a sophisticated approach to targeting of communications based on the combination of three information sources:
  - Mosaic database
  - MORI survey data on attitudes to recycling and waste prevention
  - Waste compositional analysis carried out with detail for different socio-economic groups
- This has resulted in a significant amount of data that has been used to identify and target communications to very specific areas.

### Recommendation for PI Action Plan 2010 – 2015

Assess the feasibility, costs and benefits of using Mosaic data to target communications:

- Using Mosaic data should enable more sophisticated communications messages to be developed that are tailored to the different attitudes and behaviours of the different socio-economic groups.
- Discussion with WRAP suggests that it is likely to be possible to develop sufficiently good waste composition mapping to allow mapping with the Mosaic database. This would be based on the countywide waste composition developed by HCC as part of the Review of Collection & Processing Options but with amendments to deliver a

reasonably accurate area based composition based on knowledge of composition variations by socio-economic group

- The resulting information will be used to deliver targeted communications – for instance on can recycling to areas where there are known to be higher levels of cans in the waste stream.

### A 3.2 Enforcement

#### Introduction

- The Clean Neighbourhoods and Environment Act (CNEA) allows local authorities to take enforcement action against individuals in relation to their failure to comply with instructions from their local authority about the placing of waste in a specified container.
- Significant numbers of authorities in England have developed approaches to the use of these powers to provide a 'measure of last resort' to back up other approaches to encouraging residents to use the recycling collection services provided to them – and thus increase recycling and reduce residual waste.
- PI Authorities have carried out extensive work on encouraging behavioural change through a wide range of approaches (leaflets, adverts, doorstepping, contamination warning notices etc) but these have not, to date, been backed up by policies on enforcement.
- Fareham BC is in the process of adopting the policies to enable it to take enforcement under the CNEA.
- Enforcement policies are understood to be in use by PI Authorities for a range of other 'environmental crimes' (fly-tipping, dog fouling etc) and there is a countywide meeting of 'Enforcement Officers'.

#### Recommendation for PI Action Plan 2010 – 2015

This action should be considered in tandem with that for recycling incentive schemes.

Review of enforcement by PRSC.

- Current approaches to enforcement on environmental issues within PI authorities.
- Experience of enforcement on waste & recycling in Fareham.
- Experience of enforcement elsewhere in the UK.
- Role of Enforcement Officers Group.

The anticipated outcome of this review is unlikely to be a PI policy on enforcement – rather it is hoped that the process involved and the information provided will be useful to Partners in considering whether to develop policies on enforcement under the CNEA in their own authority.

### A 3.3 Flats & Households in Multiple Occupation

#### Introduction

- All PI authorities have within their area numbers of flats and households in multiple occupation (HMOs) (hereinafter referred to simply as 'flats').
- The Household Waste Recycling Act<sup>2</sup> requires that where English WCAs have a general duty to collect household waste they shall ensure, except in some circumstances, that by the end of 2010 they collect at least two types of recyclable waste separate from the remainder of the waste. The circumstances in which they would not have to comply would be where the cost of doing so was unreasonably high or where comparable alternative arrangements are available.
- Within Hampshire it is flats that are the type of household least likely to be receiving a collection service – so addressing this will assist authorities in meeting the requirements of the Act.

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<sup>2</sup> <http://www.defra.gov.uk/environment/waste/localauth/hwra/index.htm>

- In addition, lack of collections from flats – or poor performance by those that exist – will reduce the overall recycling performance of individual authorities – and PI as a whole.
- Initially, in most authorities recycling collection schemes were rolled out to flats as a blanket service, with all blocks of flats within a local authority's boundaries receiving the same type of collection scheme. However, blocks of flats vary considerably; from the refuse disposal methods used to the communication opportunities available, meaning that a single type of scheme is unlikely to provide the most effective recycling solution for all blocks of flats.
- Previous work within the Partnership on extending recycling collections to flats and improving the effectiveness of existing collections includes:
  - Behavioural change projects supported through the Projects Fund;
  - Sharing of issues and experience by Recycling Officers at their meetings;
  - Development of targeted communications for flats by Recycle for Hampshire.
- Despite these efforts, effective recycling from flats remains a challenge for many PI authorities – as evidenced by:
  - Several of the bids to the PI Projects Fund being for projects by individual authorities relating to collections from flats and HMOs;
  - Flats being raised as a specific issue to be addressed during the first workshop held as part of the Review of Collection & Processing Options.
- The Waste & Resources Action Programme (WRAP) have developed a guide for local authorities on providing effective recycling and food waste collection services to flats<sup>3</sup>.

### Recommendation for PI Action Plan 2010 – 2015

- Establishment of a Flats Working Group – as a sub-group of the Recycling Officers Group.
- The group to develop and work through an action plan including:
  - Strategic planning (numbers and types of flats, current nature and level of service provision)
  - Experience & issues in Hampshire (what has already been tried, evidence & research, issues)
  - Experience from elsewhere (review of case studies, site visits)
  - Implementation – general
  - Implementation – trials of different initiatives with evaluation
- Reporting back from the group to Recycling Officers Group (quarterly) and PISB.

## A 3.4 Incentives

### Introduction

- The attraction of rewarding households for participation (as opposed to penalising those not recycling through enforcement) is an attractive one.
- Previous difficulties with incentives (Defra trials in 2004/5) have been in showing a clear link between input and outcome – and the relatively high cost of achieving and maintaining an increase in performance.
- Considerable profile has been achieved over the past year for the first trials of an American recycling incentives scheme called RecycleBank.
- The first trial is in the Royal Borough of Windsor and Maidenhead, the second is now underway in Halton (Merseyside).
- The scheme rewards recyclers based on the amounts (weights) that they set out for recycling. This necessitates a wheeled bin with a chip in it to identify the individual household. Rewards are paid out as vouchers from partnering retailers.

3

[http://www.wrap.org.uk/local\\_authorities/research\\_guidance/collections\\_recycling/recycling\\_collections\\_for\\_flats/index.html](http://www.wrap.org.uk/local_authorities/research_guidance/collections_recycling/recycling_collections_for_flats/index.html)



- Other approaches to incentivising waste reduction and recycling behaviours may also warrant consideration by Members.

### **Recommendation for PI Action Plan 2010 – 2015**

This action should be considered in tandem with that for CNEA enforcement.

Maintain a watching brief on the evidence relating to approaches to recycling incentive schemes.

- It is likely to be Autumn of 2010 (at the earliest) before data from a full year of operation of the RecycleBank trials in Windsor and Maidenhead and Halton are available.
- Presentation at PI conference?

## **A3.5 Performance**

### **Introduction**

- The Partnership has developed a Joint Municipal Waste Management Strategy (JMWMS) in 2005/6.
- The JMWMS was adopted in 2006 by all Partners.
- Significant progress in implementing the JMWMS has been made across a number of themes. However, it is now clear that the Partnership recycling target of 50% by 2010 will not be achieved.
- The Review of Collection & Processing Options is an important part of strategic forward planning and will provide indications of future performance resulting from different collection and processing options.
- Performance reports are provided to the Board on a quarterly basis and a short commentary is now provided on these.
- There is, however, little by way of formal review of the reasons for changes in performance or of the implications for achievement of the JMWMS.
- Performance was raised as an issue at the first workshop on the review of collection & processing options. This typically refers to the differences in recycling performance between Partners.
- As a Partnership PI has tended to eschew the chasing of targets - for example through maximising the collection of garden waste to achieve high rates of recycling performance.
- In reality, of course, waste management data, performance and the understanding of them are complex issues and will never be an exact science. The key challenge for PI is to establish the performance measures that fit with its objectives and to develop a strategy that collects, analyses and presents data accordingly.
- A huge amount of data on waste management activities within the Partnership is collected through WasteDataFlow – it is unlikely that much by way of new data collection would be required.

### **Recommendation for PI Action Plan 2010 – 2015**

Review data and performance measures used within the Partnership

- Establish review group
- Agree the objectives & principles that form the context for performance by PI Partners and PI as a whole (PRSC?)
- Review group proposes data strategy & performance measures to PRSC
- PRSC proposes to PISB adoption of revised measures
- Revised measures put in place
- Figures reviewed by Strategy Officers quarterly
- Reports to PISB:
  - quarterly update;
  - annual review of performance and implications for Strategy.

## Project Integra Household Waste Recycling, Recovery and Disposal Infrastructure

### Household Waste Recycling Centres (HWRCs)

1. Aldershot
2. Alresford
3. Alton
4. Andover
5. Basingstoke
6. Bishops Waltham
7. Bordon
8. Casbrook
9. Eastleigh
10. Efford
11. Fair Oak
12. Farnborough
13. Gosport
14. Hartley Wintney
15. Havant
16. Hayling Island
17. Hedge End
18. Marchwood
19. Netley
20. Paulsgrove
21. Petersfield
22. Segensworth
23. Somerley
24. Southampton
25. Waterlooville
26. Winchester

### Composting Sites

27. Chilbolton
28. Down End
29. Little Bushy Warren

### Materials Recovery Facilities (MRFs)

30. Portsmouth
31. Alton

### Energy Recovery Facilities (ERFs)

32. Chineham
33. Marchwood
34. Portsmouth

### Transfer Stations

35. Andover
36. Basingstoke
37. Farnborough
38. Lymington
39. Marchwood
40. Netley
41. Otterbourne
42. Portsmouth

### Landfill Site

43. Blue Haze

### Incinerator Bottom Ash (IBA) Processing\*

44. Blue Haze

### Abandoned Vehicle Recycling Facility\*

45. Silverlake Garages Ltd

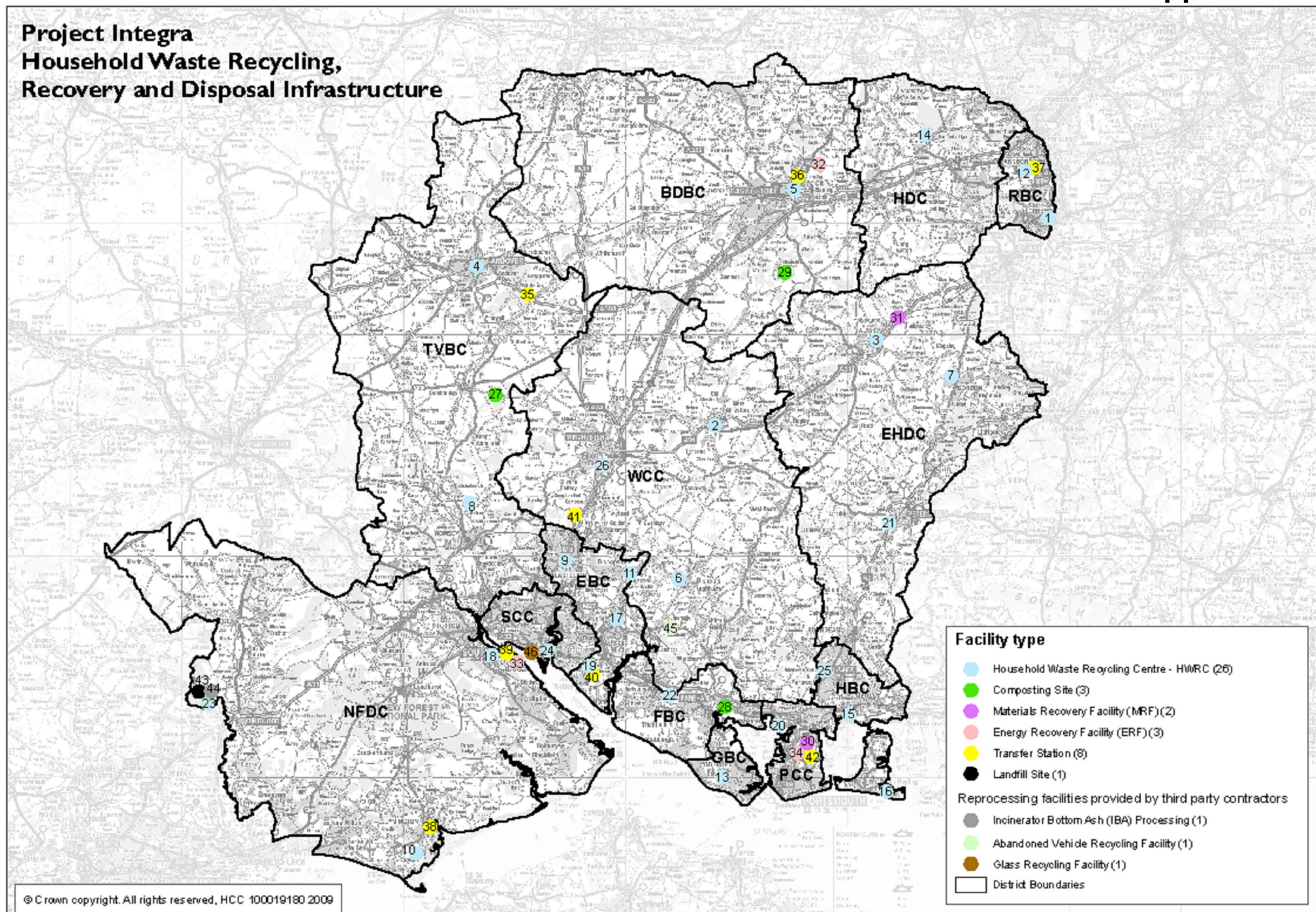
### Glass Recycling Facility\*

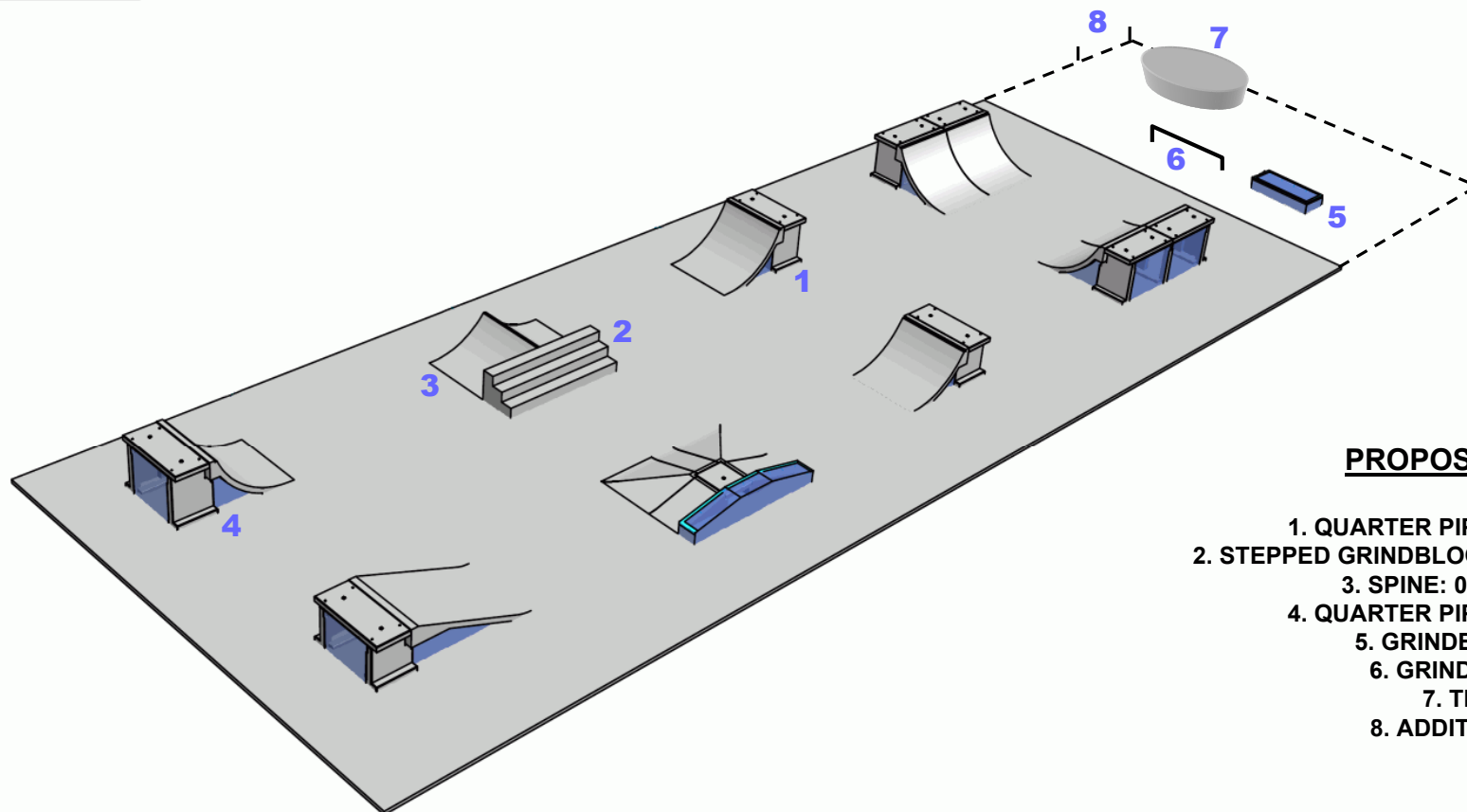
46. Recresco Ltd

Numbers refer to map of facilities

\* Reprocessing facilities provided by third party contractors

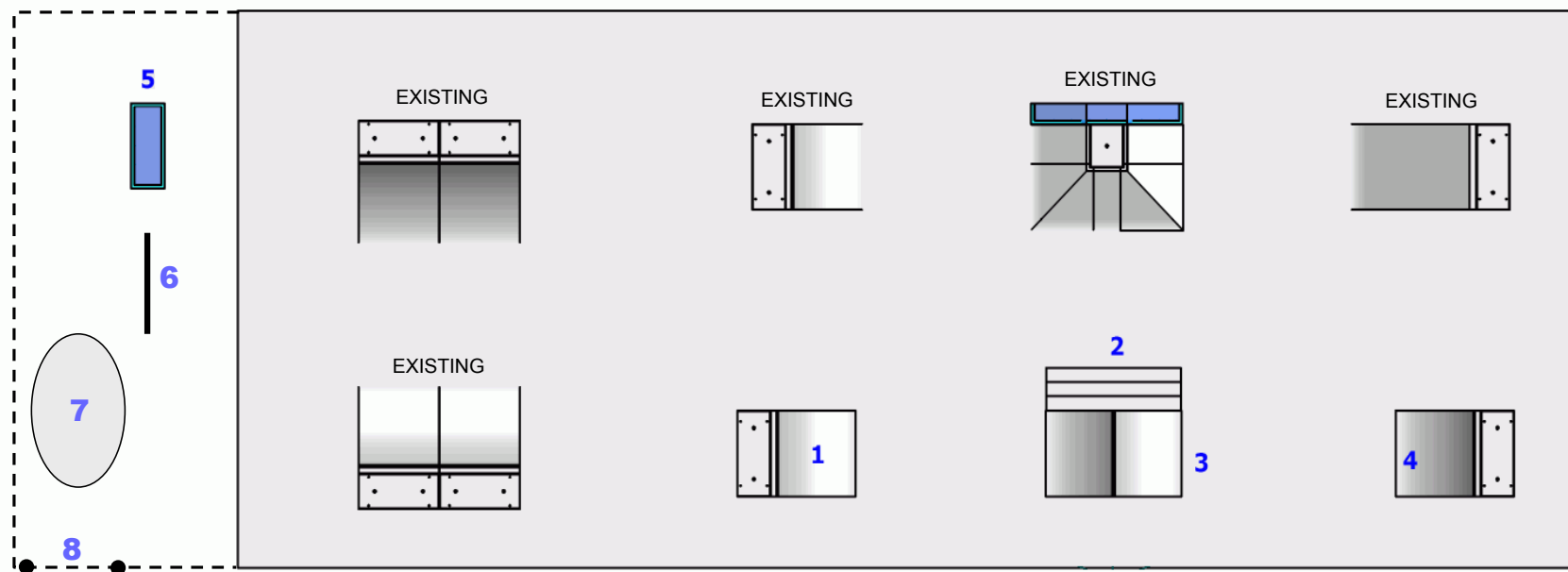
December 2009





### PROPOSED NEW DESIGN

1. QUARTER PIPE: 1.5m HIGH, 2.4m WIDE
2. STEPPED GRINDBLOCKS: 0.9, 0.6, 0.3m HIGH, 4m WIDE
3. SPINE: 0.9m HIGH, 2.4m WIDE
4. QUARTER PIPE: 1.5m HIGH, 2.4m WIDE
5. GRINDBLOCK RELOCATED
6. GRINDRAIL RELOCATED
7. TEEN SHELTER
8. ADDITIONAL ENTRANCE



## AGENDA ITEM NO. 10

<b>Board/Committee:</b>	COMMUNITY AND ENVIRONMENT
<b>Date of meeting:</b>	MONDAY 14 JUNE 2010
<b>Title:</b>	LEE-ON-THE-SOLENT SKATE PARK EXTENSION AND UPGRADE
<b>Author:</b>	HEAD OF SERVICE FACILITIES
<b>Status:</b>	FOR RECOMMENDATION TO POLICY & ORGANISATION BOARD

### **Purpose**

To seek Board approval to use £32,000 of 'Other Sports' funding to extend and upgrade the Skate Park facility situated on the promenade at Lee-on-the-Solent.

### **Recommendation**

The Board is requested to recommend Policy & Organisation Board to approve the use of £32,000 from the Developers' Contributions Other Sports Facilities Fund.

### **1. Background**

- 1.1 The existing Skate Park facility has been in place for 5 years and was initially provided in consultation with Local Ward Councillors and representatives from the Gosport Youth Council.
- 1.2 The facility has become a very popular venue and is well used by local youngsters and visitors alike. It has coped extremely well with sustained and continual use and has benefited from minimal vandalism and misbehaviour. It is thought this is due to the users taking "ownership" of the facility and establishing a 'code of use'.

### **2. Report**

- 2.1 Local youngsters and the Hampshire County Council Youth Scheme have identified a need for the existing facility to be extended and upgraded, with attention being given to a revised design proposal.
- 2.2 The proposal seeks to enhance the facility by amending the existing design and incorporating additional equipment, with a view to ensuring continued usage, challenge and enjoyment.

### **3. Risk Assessment**

- 3.1 The upgrading work will be subject to a satisfactory 'Independent Playground Inspection' being undertaken prior to re-opening.



#### **4. Conclusion**

- 4.1 The project will identify the Council's continued commitment to investigate and liaise with local users who have identified a need for improved services.

<b>Financial implications:</b>	If approved, this scheme will be added to the Council's capital programme with funding by developer contribution.
<b>Legal implications:</b>	As the proposals set out in the Report are intended to secure an improvement of the recreation facility, they would appear to be within the permitted use of planning developer contributions.
<b>Service Improvement Plan implications:</b>	Incorporated with Service Improvement Plan
<b>Corporate Plan</b>	The proposal is in line with the Council's Strategic Priority for "Better leisure facilities with increased usage".
<b>Risk Assessment</b>	The risks are to be addressed as in item 3.1
<b>Background papers:</b>	None
<b>Appendices/Enclosures:</b>	None
<b>Report author/Lead Officer:</b>	Alan Gibson

## AGENDA ITEM NO. 11

<b>Board/Committee:</b>	<b>COMMUNITY AND ENVIRONMENT BOARD</b>
<b>Date of meeting:</b>	<b>MONDAY 14<sup>th</sup> JUNE 2010</b>
<b>Title:</b>	<b>ST VINCENT COLLEGE CAPITAL CONTRIBUTION FOR RELINING THE SWIMMING POOL</b>
<b>Author:</b>	<b>LEISURE SERVICES MANAGER</b>
<b>Status:</b>	FOR RECOMMENDATION TO POLICY & ORGANISATION BOARD

### **Purpose**

To seek Board approval for the Council to make a capital contribution of £22,000 towards the costs of relining the swimming pool at St Vincent College.

### **Recommendation**

The Board is requested to recommend to the Policy & Organisation Board that a capital contribution of £22,000 be made to St Vincent College for the relining of the swimming pool.

### **1.0 Background**

- 1.1 The swimming pool tank is in a poor condition and at risk of closure if remedial work is not undertaken urgently. The College management believes that it cannot continue in use beyond the current academic year.
- 1.2 The pool supports a range of swimming activities and is one of only three indoor pools of a reasonable size; Holbrook Recreation Centre and Brune Park School being the other two facilities.

### **2.0 Report**

- 2.1 St Vincent College has provided swimming facilities for the local community for many years. More recently, the Council provided some capital support to assist the College with repairs to the structure of the building in which the pool is housed.
- 2.2 The swimming programme indicates a variety of different users. The list of groups includes Swim Classes, Lifeguard Training, Scouts Kayak classes, Swim Fitness and also a number of short duration public swimming sessions.

- 2.3 In the event that the pool was to close, the number and range of users could not be adequately accommodated in neighbouring pools.
- 2.4 In preparing the background information to the project to provide the new Gosport Leisure Centre, the Council's consultants included the provision of the St Vincent pool in calculating the level of provision required in the Borough. Therefore, the College pool makes a positive contribution to local swimming provision.
- 2.5 The ability of people to have the opportunity to learn to swim is a high priority in any community. Given the peninsular location of the Borough, this is extremely important.

### **3.0 Financial Implications**

- 3.1 This report seeks to make a contribution of £22,000 from capital resources.
- 3.2 Following the pending closure of the final accounts for 2009/10 and associated reports to P&O Board on 30th June, it is envisaged that an early full review of the Council's capital programme will take place and officers believe that the cost of this scheme will be able to be met from within existing capital resources.

### **4.0 Risk Assessment**

- 4.1 If the swimming pool is not relined as a priority, it is likely to close at the end of July 2010 and thus reduce the facilities for swimming within the Borough.
- 4.2 Neighbouring pools in the Borough have insufficient capacity to accommodate any users who would be displaced if the pool was to close.

### **5.0 Environmental Implications**

- 5.1 None identified for the purposes of this report.



<b>Financial Services comments:</b>	Officers believe that the cost of this scheme will be able to be met from within existing capital resources.
<b>Legal Services comments:</b>	As the proposals set out in the Report are intended to secure an increase in the use of recreation facilities, they would appear to be within the Board's authority.
<b>Service Improvement Plan implications:</b>	Subject to agreement by this Board and approval by the Policy & Organisation Board, the action will be included within the current year's Plan.
<b>Corporate Plan:</b>	The proposal is in line with the Council's Strategic Priority for: "Better leisure facilities with increased usage".
<b>Risk Assessment:</b>	The proposal seeks to address the risks identified.
<b>Background papers:</b>	None
<b>Appendices / Enclosures:</b>	None
<b>Report Author / Lead Officer:</b>	David Martin